

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
August 27, 2024**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, August 27, 2024 at 7:00 p.m., with Mayor Clinton O. Lucas, Jr. presiding.

The meeting began with the Pledge of Allegiance

**ATTENDANCE:**

**Council Members present were:** Mayor Clinton O. Lucas, Jr.; Vice Mayor William Kite; Council Members Lynn Fox; I. Michael Lowe; Richard Pierce; and Christopher Reisinger.

**Council Members absent were:** Councilwoman Cave

**Other Town Officials present were:** Charles Jenkins, Town Manager; Paul Davis, Police Chief and Angie Schrimsher, Town Clerk.

**Citizens present were:** Robert Zirkle, Sue Zirkle, Brittaney Sutherland, Jennifer Morris, Melissa Smith, Diane Shifflett, Brenda Haggett and Jennifer Eppard.

**Media Representatives:** None

**AWARD PRESENTATION**

None during this period.

**RECEIVING OF VISITORS**

None during this period

**August 13, 2024 REGULAR MEETING MINUTES**

A *motion* was made by Councilman Pierce, *seconded* by Councilman Reisinger, to approve the *Regular Meeting Minutes* held on August 13, 2024, as presented.

Members Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilman Fox  
Councilman Lowe  
Councilman Pierce  
Councilman Reisinger

**NAY:** None

**ABSTAIN:** Mayor Clinton O. Lucas, Jr.

**ABSENT:** Councilwoman Cave

**VOTE: Unanimous in favor of motion**

**APPROVAL OF BILLS**

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to approve the bills, dated **August 27, 2024**, in the **Combined Accounts Disbursements Warrants #42157 - #42213** in the amount of **\$80,883.18**, as presented.

Members Roll Call Vote was as follows:

<b>YEA:</b> Vice Mayor Kite Councilman Fox Councilman Lowe Councilman Pierce Councilman Reisinger	<b>NAY:</b> None
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**ABSTAIN:** Mayor Clinton O. Lucas, Jr.  
**ABSENT:** Councilwoman Cave  
**VOTE: Unanimous in favor of motion**

**TREASURER'S REPORT**

A *motion* was made by Councilman Lowe, *seconded* by Councilman Fox, to approve the **August 27, 2024** Treasurer's Report, submitted by Treasurer Christl Huddle, in the amount of **\$2,153,730.24**, as presented.

Members Roll Call Vote was as follows:

<b>YEA:</b> Vice Mayor Kite Councilman Fox Councilman Lowe Councilman Pierce Councilman Reisinger	<b>NAY:</b> None
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**ABSTAIN:** Mayor Clinton O. Lucas, Jr.  
**ABSENT:** Councilwoman Cave  
**VOTE: Unanimous in favor of motion**

**CORRESPONDENCE**

#1- Town Manager Charlie Jenkins noted the Town Council had been given the Town Charter changes and could approve them if they desired.

A *motion* was made by Councilman Fox, *seconded* by Councilman Reisinger, to approve the Town Charter changes.

Members Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilman Fox  
Councilman Lowe  
Councilman Pierce  
Councilman Reisinger

**NAY:** None

**ABSTAIN:** Mayor Clinton O. Lucas, Jr.

**ABSENT:** Councilwoman Cave

**VOTE: Unanimous in favor of motion**

#2 - Received a Memo from Brenda Haggett regarding the Shenandoah Beautification Committee's need for a truck to water plants around Town. Brenda Haggett stated she purchased a truck and had to get the truck road worthy and it has cost her over \$1800.00. Brenda Haggett stated since she now has a truck to water plants, she will need additional funding to buy live flowers, shrubs, and trees. She added prices on these have increased significantly over the past few years. Brenda Haggett noted she will also need to purchase a pump for the water tank. Brenda Haggett is asking for \$1500.00 or more for these purchases. Brenda Haggett informed the Council the money the Town donated earlier this year will go to replacing broken or worn decorations for fall, Christmas, spring and Fourth of July.

After a short discussion, Council unanimously decided to revisit the request from Brenda Haggett until the spring.

#3 - Received a Thank You letter from the Strickler Family for the donation in honor of Robert Strickler.

#4 - Received a Thank You Letter from the Congregation of Fields United Methodist Church for the Town's donation of \$100.00 in honor of Owen Strickler.

### **WATER AND SEWER**

(Chair Kite, Councilwoman Cave, and Councilman Lowe)

Town Manager Charlie Jenkins stated the Public Works Crew had two repairs on the South side of Town.

Town Manager Charlie Jenkins stated they are still trying to track water loss. He noted Rockingham County supplied a meter device to use on the waterlines to track how much water is used verses how much water is flowing that direction.

### **STREETS & PUBLIC PROPERTY**

(Chair Fox, Vice Mayor Kite, and Councilman Lowe)

Town Manager Charlie Jenkins stated on Third Street and Virginia Avenue a large portion of the retaining wall was removed. He noted one layer of block was laid down to hold the dirt back and a handrail will need to be added at the steps. Town Manager Charlie Jenkins noted leftover pipe

from the sewer stair project will be used. He also noted fittings will be ordered and Public Works will lay blocking down to support the area.

### **POLICE, SAFETY & JUDICIAL**

(Chair Kite, Councilman Lowe, and Councilman Reisinger)

Police Chief Paul Davis stated the Town of Shenandoah and the Sheriff's Office have reached a verbal agreement for the Sheriff's Office to continue with animal control services for the Town.

Police Chief Paul Davis stated the Police Department applied for a grant of \$12,500.00 to install four FLOCK cameras in certain areas of Town. The cameras will be used to detect license plates of stolen cars, kidnapping, and amber alerts within the Town.

### **TAXATION & FINANCE**

(Chair Pierce, Vice Mayor Kite, and Councilman Fox)

Town Manager Charlie Jenkins stated the USDA will look at household incomes in a specific project area. He added the USDA will do a micro shot of a particular street to see what median household income is for the affected area.

### **PARKS & RECREATION**

(Chair Reisinger, Councilman Lowe and Pierce)

None during this period.

### **INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT**

(Chair Cave, Councilmen Lowe and Pierce)

Town Manager Charlie Jenkins asked Council if they would like to decide on whether or not to repair the 2000 GMC pickup truck.

After a brief discussion, the Council decided not to repair the 2000 GMC pickup truck. Council instructed Town Manager Charlie Jenkins to source estimates for a new truck.

### **COMMUNITY SERVICE**

(Chair Kite, Councilwoman Cave and Councilman Pierce)

Chair Kite suggested giving out the Community Enhancement Award to James and Carol Lam at 124 Corcoran Avenue.

### **PERSONNEL**

(Chair Pierce, Councilwoman Cave, Councilmen Lowe and Reisinger)

A representative from Virginia Retirement System came into the office and spoke to a few employees about their retirement plans.

### **UNFINISHED BUSINESS**

None during this period

**NEW BUSINESS**

None during this period.

**TOWN MANAGER'S REPORT**

None During this period.

**MAYOR'S REPORT**

None during this period

**FOR THE GOOD OF THE TOWN**

Brenda Haggett briefly spoke about planning for new plants for the Town Beautification Committee.

Diane Shifflett thanked the Town for adding safety signs at the railroad.

Diane Shifflett commended Brenda Haggett for all the hard work she has done on the Beautification Committee.

Brittany Sutherland spoke about parked cars blocking the view of the intersection on Shenandoah Avenue and Second Street.

Brittany Sutherland inquired about locating a camping trailer on her property. Town Manager Charlie Jenkins stated he will need to look into the Town code before making a decision.

Jenny Eppard spoke about having a question or a concern about the motion given by the Town Council. Jenny Eppard stated if someone in the audience could request that the person should be able to explain it.

**ADJOURN**

There being no further discussion, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to adjourn the meeting at 8:01 p.m.

Members Vote was as follows:

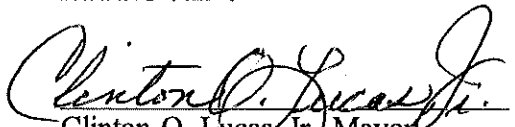
**YEA:** Vice Mayor Kite  
Councilman Fox  
Councilman Lowe

**NAY:** None

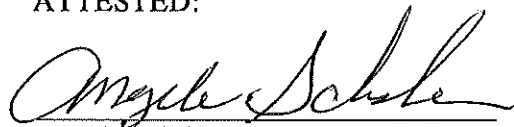
Councilman Pierce  
Councilman Reisinger

**ABSTAIN:** Mayor Clinton O. Lucas, Jr.  
**ABSENT: VOTE: Unanimous in favor of motion**

APPROVED:

  
Clinton O. Lucas, Jr., Mayor

ATTESTED:

  
Angela Schrimsher, Town Clerk