

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
JANUARY 14, 2025**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, January 14, 2025 at 7:00 p.m., with Vice Mayor William Kite presiding.

The meeting began with the Pledge of Allegiance.

**ATTENDANCE:**

**Council Members present were:** Vice Mayor William Kite; Council Members Denise Cave; Lynn Fox; Brenda Haggett; I. Michael Lowe; and Christopher Reisinger.

**Council Members absent were:** Mayor Clinton O. Lucas, Jr.

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

**Citizens present were:** Freddie Kite, Brittany Sutherland, Charlie Queen, Mary Queen, Amos Thomas, Paul Dovel, Scot Mealey, Anita Dean, and James Dean.

**Media Representatives:** Amos Thomas with Shenandoahnewz.com.

**AWARD PRESENTATION**

Vice Mayor William Kite presented Anita Dean with a gift card for the Community Enhancement Award.

**RECEIVING OF VISITORS**

None during this period

**DECEMBER 10, 2024 REGULAR MEETING MINUTES**

Minutes from December 10, 2024 were amended to say Wayne Printz as the Owner of Shenandoah Car Wash. The Minutes originally stated Wayne Comer.

A *motion* was made by Councilman Lowe, *seconded* by Councilman Fox, to approve the amended *Regular Meeting Minutes* held on December 10, 2024, as presented.

Members Vote was as follows:

**YEA:** Councilwoman Cave  
Councilman Fox  
Councilwoman Haggett  
Councilman Lowe

**NAY:** None

Councilman Reisinger

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

### **DECEMBER 10, 2024 JOINT PUBLIC HEARING MEETING MINUTES**

A *motion* was made by Councilman Fox, *seconded* by Councilman Reisinger, to approve the *Joint Public Hearing Meeting Minutes* held on December 10, 2024, as presented.

Members Vote was as follows:

<b>YEA:</b> Councilwoman Cave Councilman Fox Councilwoman Haggett Councilman Lowe Councilman Reisinger	<b>NAY:</b> None
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**ABSTAIN:** Vice Mayor Kite  
**ABSENT:** Mayor Clinton O. Lucas, Jr.  
**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 **December 10, 2024**, in the **Combined Accounts Disbursements Warrants #42556 - #42631** in the amount of **\$267,840.85** as presented.

Members Roll Call Vote was as follows:

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

### **TREASURER'S REPORT**

A *motion* was made by Councilman Fox, *seconded* by Councilman Lowe, to approve the January 10, 2025 Treasurer's Report, submitted by Treasurer Christl Huddle, in the amount of \$2,156,053.64, as presented.

Members Roll Call Vote was as follows:

**YEA** Councilwoman Cave  
Councilman Fox  
Councilman Haggett  
Councilman Lowe  
Councilman Reisinger

**NAY:** None

**ABSTAIN:** Vice Mayor Kite

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

**VOTE:** Unanimous in favor of motion

### CORRESPONDENCE

#1- Received an expense list from Treasurer Christl Huddle explaining the costs thus far for the new well, paid from the ARPA 2<sup>nd</sup> Tranche.

#2 –Received the 2024 Shenandoah Police Department Activity Log for review.

#3 – Received the 2024 Shenandoah Police Department Vehicle Gas Log for review.

#4- Received the December 2024 Shenandoah Police Department Activity Log for review.

#5- Received the December 2024 Shenandoah Police Department Vehicle Gas Log for review.

#6- Town of Shenandoah Museum and Welcome Center Curator, Lora Jenkins, reported 310 visitors came to the Museum and Welcome Center in December 2024. This includes 133 who came to visit Santa on December 7<sup>th</sup> as well as the 75 who attended the Handbell Concert on December 9<sup>th</sup>. Town of Shenandoah Museum and Welcome Center Curator, Lora Jenkins noted Joyce Comer Shifflett won the O. Winston Link Hammel framed print. She added there were 433 more visitors in 2024 (2,244 total), than in 2023 (1,811 total).

#7 – Received a proclamation to recognize National Burn Awareness Week for February 2-8, 2025. This year's National Burn Awareness Week theme focuses on reducing burn risks in all living spaces. Burn risks exist in every living space – a house, apartment, or temporary shelter. Taking simple, proactive actions can help prevent burns and keep everyone safe.

A *motion* was made by Councilman Lowe, *seconded* by Councilwoman Cave, to approve The National Burn Awareness week from February 2 - 8, 2025.

Members Vote was as follows:

**YEA:** Councilwoman Cave  
Councilman Fox  
Councilwoman Haggett  
Councilman Lowe  
Councilman Reisinger

**NAY:** None

**ABSTAIN:** Vice Mayor Kite

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

**VOTE: Unanimous in favor of motion**

#8- Received a flyer from Town of Shenandoah Museum and Welcome Center on January 18, 2025 at 2:00 p.m., regarding Film and Guest Speaker Bill Henry, founder of Blue Ridge Heritage Project. Learn more about those who lived on the land before the creation of Shenandoah National Park. Watch a 30-minute film: Shadows - Showcasing interviews with descendants. The Town of Shenandoah Museum and Welcome Center is located at 507 First Street Shenandoah, VA 22849. This event is free.

#9- Received a memo from Page County High School Music Department asking for sponsorships and donations. They are requesting sponsorships or donations to purchase needed items. These items, with cost, included costumes \$1000.00, props \$1000.00, music rights, license \$3000.00, logo use \$225.00, and sound equipment \$1000.00. Page County High School Music Department is also selling advertisements - Business card (3.5"x 2") \$25.00, Half Page (4.25"x5.5") \$50.00, or Whole Page (8.5"x 5.5") \$100.00.

The Town Council decided to Table the decision on the Page County High School Music donations.

Town Council would like to invite the Page County High School Music Department to march in the Town's Memorial Day parade.

#10 - Received a thank you card from the Shenandoah Lions Club for the Town's donation.

#11 - Councilwoman Haggett is willing to take over Richard Pierce's place in the committees: Parks and Recreation, Community Service, and Industrial, Economic Development & Procurement.

Councilman Fox is willing to take over chair for Taxation and Finance.

Councilman Reisinger is willing to take over chair for Personnel Committee.

#12 - Town Manager Charlie Jenkins spoke about complaints he has received about the vehicles at Autodealz if they are in repair. He stated the main concern is the vehicles along the public right of way on Pulaski Avenue.

Town Manager Charlie Jenkins stated Autodealz Owner, Paul Dovel, is willing to shift some of the vehicles and to make commercial space behind Autodealz for a future building and parking. He stated some of the vehicles were moved across the street to make space.

Town Manager Charlie Jenkins stated under the Virginia Code it states inoperable vehicles may be temporarily stored for a period of time not exceeding 30 days.

Paul Dovel stated the vehicle parts are getting harder to come by after covid. He added he would like to have a fence installed along the right of way on Pulaski Avenue.

Town Council agreed on having a fence put up, noting it needs to be at least 10 feet high.

Councilwoman Cave mentioned about other car lots how they are well kept.

Councilman Fox inquired about how long a vehicle stays on the lot if the vehicle doesn't sell.

Paul Dovel stated it depends; after covid vehicles that weren't worth something have nearly doubled in price.

### **WATER AND SEWER**

(Chair Kite, Councilwoman Cave, and Councilman Lowe)

Town Manager Charlie Jenkins received an invoice from Mountain Valley Services for the addition to the well pump building. The amount came to \$5200.00 to extend the well pump building.

Councilman Fox inquired about why brick was used instead of cinder block for the new well house.

Town Manager Charlie Jenkins stated in a previous discussion it was talked about using brick and Council stated as long as the budget met \$30,000, brick could be used. He added ARPA funds will be used to pay for the building.

A *motion* was made by Councilman Lowe, *seconded* by Councilman Fox, to approve the \$5200.00 for the extension of the new well building.

Members Roll Call Vote was as follows:

**YEA:** Councilwoman Cave  
Councilman Fox  
Councilwoman Haggett

**NAY:** None

Councilman Lowe  
Councilman Reisinger

**ABSTAIN:** Vice Mayor Kite

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

**VOTE: Unanimous in favor of motion**

Town Manager Charlie Jenkins received an invoice for the well on Twelfth Street from Valley Well & Water Solutions INC. He stated the well pump was fixed and the cost came to \$19,145.44. He added Valley Well & Water Solutions Inc replaced the 30HP, 3 Phase pump, 21' of 6 "pipe replaced, 21' of 3" Galvanized Pipe was also replaced, as well as miscellaneous fittings, well pump service winch truck setup at a Commercial labor rate.

A *motion* was made by Councilman Fox, *seconded* by Councilman Reisinger to approve the invoice for \$19,145.44 to Valley Well & Water Solutions, Inc for the replacement of the pump and repairs to the Twelfth Street well, to be paid from ARPA funds

Members Roll Call Vote was as follows:

**YEA:** Councilwoman Cave  
Councilman Fox  
Councilwoman Haggett  
Councilman Lowe  
Councilman Reisinger

**NAY:** None

**ABSTAIN:** Vice Mayor Kite

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

**VOTE: Unanimous in favor of motion**

Chair Kite informed Council we received a water and sewer tap applications from Eddie and Diane May for their future home on Massanutten Avenue.

A *motion* was made by Councilman Lowe, *seconded* by Councilman Fox, to approve the water and sewer tap application for Eddie and Diane May for their future home on Massanutten Avenue.

Members Vote was as follows:

**YEA:** Councilwoman Cave  
Councilman Fox  
Councilwoman Haggett  
Councilman Lowe  
Councilman Reisinger

**NAY:** None

**ABSTAIN:** Vice Mayor Kite

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

Town Manger reported the water consumption report totals from July 2023 to December 2024 and how much water is pumped.

**STREETS & PUBLIC PROPERTY**

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

Chair Fox thanked the Public Works Crew for pushing the snow. He suggested having the snow at the intersections pushed back away from turning areas.

Town Manager Charlie Jenkins mentioned he will go over this with the Public Works Crew.

Town Manager Charlie Jenkins spoke about Updike not being able to pick up the trash in the alley ways because of the snow. He noted we received several calls complaining about this. He mentioned that in those areas snow will be pushed so trash service can continue, uninterrupted, in those areas as well.

Chair Fox mentioned possible snow clean up around road signs where cars can get in and out.

Town Manager Charlie Jenkins discussed paving several streets, noting Coverstone was done a few years ago. He stated he would like to start fixing Junior Avenue.

Councilman Fox inquired about saving money on paving and using tar and chip.

Town Manager Charlie Jenkins mentioned looking into fixing Quincy Avenue and Railroad Avenue.

Councilwoman Haggett mentioned these roads were becoming hard to travel, noting they could use some gravel on the road.

Town Manager Charlie Jenkins inquired about Pocahontas Avenue being a private road. He mentioned houses are being built along there.

Chair Fox stated Autum Ridge is responsible for maintaining the road.

Councilwoman Cave inquired if the Town could charge Autum Ridge for road maintenance.

Town Manager Charlie Jenkins stated in the past, before VDOT owned Forrest Knolls subdivision, snow was pushed and the owner of the street was charged for it.

Town Manager Charlie Jenkins mentioned the individual sewer lines, noting he will ask a contactor about the cost for upsizing from a six inch to an eight inch line.

**POLICE, SAFETY & JUDICIAL**

(Chair Kite, Councilman Lowe, and Councilman Reisinger)

Police Chief Paul Davis spoke about some complaints about the gate being locked at the River Park. He noted due to the snow and ice, the gate will be locked until the ice has melted due to safety reasons. Police Chief Paul Davis stated a few juveniles were told to leave the premises.

Town Manager Charlie Jenkins stated the Shenandoah Volunteer Fire Department held its annual election of Officers on Sunday January 5, 2025. The Officers elected terms will begin January 5, 2025 and run until January 4, 2026. Their Officers for 2025 are:

<b>PRESIDENT:</b>	<b>GARY TAYLOR</b>
<b>VICE PRESIDENT:</b>	<b>ROY SMITH, JR</b>
<b>SECRETARY:</b>	<b>HEATHER GREENE</b>
<b>TREASURER:</b>	<b>DAVID HUFFMAN</b>
<b>CHAPLAIN:</b>	<b>ROY SMITH, JR</b>
<b>CHIEF:</b>	<b>DUSTIN LUCAS</b>
<b>ASSISTANT CHIEF:</b>	<b>JAMES WILLIAM</b>
<b>CAPTAIN:</b>	<b>LOGAN STEWART</b>
<b>FIRST LIEUTENANT:</b>	<b>ZACK WELLS</b>
<b>SECOND LIEUTENANT:</b>	<b>DYLAN HENSLEY</b>
<b>THIRD LIEUTENANT:</b>	<b>ERIC PAINTER</b>
<b>CHIEF TRUCK DRIVER:</b>	<b>DAVID HUFFMAN</b>
<b>EMS OFFICER:</b>	<b>DUSTIN LUCAS</b>
<b>CHIEF FIRE WARDEN:</b>	<b>BILLY FOLTZ</b>
<b>WARDENS:</b>	<b>BOBBY COMER, SR</b>
	<b>BOBBY COMER, JR</b>
	<b>JOE STOVER</b>

A *motion* was made by Councilman Reisinger *seconded* by Councilwoman Haggett, to concur with the election results for the Shenandoah Volunteer Fire Department for their Officers for 2025.

Members Vote was as follows:

<b>YEA:</b> Councilwoman Cave	<b>NAY:</b> None
Councilman Fox	
Councilwoman Haggett	
Councilman Lowe	
Councilman Reisinger	

**ABSTAIN:** Vice Mayor Kite

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

**VOTE:** Unanimous in favor of motion



**TAXATION & FINANCE**

(Chair Fox, Councilwoman Haggett, and Vice Mayor Kite)

Town Manager Charlie Jenkins received a loan summary from RUS for the three loans. He stated the Town currently has three loans. He noted the first loan is the Sewer Plant loan done on December 29, 1997, being a 40 year loan with a payoff date of December 29, 2037 in the amount of \$1,752,100.00, having monthly payments of \$8043.00. Town Manager Charlie Jenkins stated it has an unpaid principle balance of \$997,280.13 and we are paying an interest rate of 4.5%. He mentioned having the loan paid off early as it would save around \$200,000.00 in interest.

Councilwoman Cave suggested refinancing the Sewer Plant Loan.

Town Manager Charlie Jenkins stated we have two CD's coming up for renewal, one is \$500,000 and the other is \$100,000. He noted the \$500,000.00 one is to be renewed in two weeks.

Town Manager Charlie Jenkins stated he would like to have the loan paid off early.

Councilman Lowe suggested paying off the 2020 Vehicle loan and using the money toward paying off the first loan.

Town Manager Charlie Jenkins stated the second loan is the Backhoe/Mowers loan with an origination date of March 13, 2018. He noted this was a 10 year loan with a payoff date of March 13, 2028 in the amount of \$91,800.00. He added monthly payments are \$908.00, and the loan has an unpaid principle balance of \$34,972.89 with an interest rate of 3.5%.

Town Manager Charlie Jenkins stated the third loan was for the 2020 Vehicles with an origination date of July 16, 2020. He noted this was a 5 year loan with a pay off date of July 16, 2025. He added the original amount of the loan was \$80,800.00, having monthly payments of \$1422.00 and an unpaid principle of \$15,363.30 at an interest rate of 2.125%.

**PARKS & RECREATION**

(Chair Reisinger, Councilwoman Haggett, and Councilman Lowe)

Chair Reisinger mentioned Eric Benson has a donation for a back board for the tennis court.

Town Manager Charlie Jenkins mentioned how the limited funds should be used at Big Gem and was currently asking for ideas.

Chair Reisinger stated Brennan Welch is working on making a map where the bat houses he's built are located.

**INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT**

(Chair Cave, Councilwoman Haggett, and Councilmen Lowe)

Chair Cave mentioned there will be a Chamber of Commerce Business Networking Breakfast meeting on January 28, 2025. She inquired if any Town Council member would like to attend. Chair Cave noted it was being held at the Luray Fire Department from 7:30 a.m. – 9:30 a.m., noting the cost is \$18.00 to attend, adding the Town will cover the cost.

Town Manager Charlie Jenkins mentioned the old Pharmacy lot and a potential business going in its place.

Town Manager Charlie Jenkins stated Thursday he will meet with the County. He noted they are going to be reviewing their comprehensive plan for business land developments.

**COMMUNITY SERVICE**

(Chair Kite, Councilwoman Cave, and Councilwoman Haggett)

Town Manager Charlie Jenkins spoke about having a replacement for the Board Zoning Appeals Committee.

**PERSONNEL COMMITTEE**

(Chair Reisinger, Councilwoman Cave, Councilmen Lowe)

None during this time.

**UNFINISHED BUSINESS**

None during this time.

**NEW BUSINESS**

None during this period.

**TOWN MANAGER'S REPORT**

Town Manager Charlie Jenkins spoke about the Christmas decorations not being taken down yet due to the snow. He noted we are waiting on being able to borrow the bucket truck from the Town of Stanley.

Town Manager Charlie Jenkins mentioned the new well is coming along and the electric is almost finished.

Town Manager Charlie Jenkins stated the Town of Shenandoah sign near Williams Avenue had to be repaired due to the high winds on Christmas day.

Town Manager Charlie Jenkins spoke about the T-Mobile project and how he is asking for ideas from Town residents. He spoke about having gotten ideas for new bathrooms for the Wig Wam, Tennis or Basketball Courts, noting he is asking for more ideas.

**TOWN MAYOR'S REPORT**

None during this time.

**FOR THE GOOD OF THE TOWN**

Charlie Queen inquired about the vehicles along the roadway at 404 Shenandoah Avenue.

Vice Mayor Kite stated the vehicles were mentioned in the previous meeting, stating Hunter Lucke has until January 31<sup>st</sup> to fix or relocate the vehicles.

**ADJOURN**

There being no further discussion, a *motion* was made by Councilman Fox, *seconded* by Councilman Lowe, to adjourn the meeting at 8:56 p.m.

Members Vote was as follows:

<b>YEA:</b> Councilwoman Cave	<b>NAY:</b> None
Councilman Fox	
Councilwoman Haggett	
Councilman Lowe	
Councilman Reisinger	

**ABSTAIN:** Vice Mayor Kite

**ABSENT:** Mayor Clinton O. Lucas

**VOTE: Unanimous in favor of motion**

APPROVED:

ATTESTED:

\_\_\_\_\_  
Vice Mayor William Kite

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Angela Schrimsher, Town Clerk