

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
FEBRUARY 25, 2025**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, February 25, 2025 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 Denise Cave; Lynn Fox; Brenda Haggett; and Christopher Reisinger.

Council Members absent were: I. Michael Lowe

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

Citizens present were: Brittaney Sutherland, Robert Zirkle, Sue Zirkle, Wilfredo G. Zelaya and Lora Jenkins.

Media Representatives: None

AWARD PRESENTATION

Mayor Clinton O. Lucas, Jr. presented Wilfredo G. Zelaya with the Community Enhancement Award as well as a \$50.00 gift card to one of our local businesses.

RECEIVING OF VISITORS

Town of Shenandoah Museum and Welcome Center Curator, Lora Jenkins, addressed the Town Council about two events the Town has every year. The first one is Movie Night and the other being Music in the Park at Big Gem Park. Lora Jenkins, who manages and sets up the events, feels that the two events are no longer drawing crowds of people like they once did before Covid. Lora Jenkins is asking for ideas from the Town Council to use the \$600.00 towards different events in the Town. She stated she spoke with Jackson Staples and he suggested using the funds towards a back to school bash. Lora Jenkins mentioned it's hard to find businesses in the area to continually sponsor the Movie Night and Music in the Park. She noted the cost is high due to license fees, as an example, for two movies, it costs the Town \$480.00, another movie cost \$450.00. The Town Council agreed to the idea of using the \$600.00 for other events. Once Lora Jenkins has more ideas the Town Council will discuss them at a future Town Council Meeting.

JANUARY 28, 2025 REGULAR MEETING MINUTES

Minutes were corrected to note that Parks & Recreation Chair Reisinger spoke with the Tennis Coach about the Tennis Courts and the tennis coach mentioned that the lighting was *inadequate* for evening play.

A *motion* was made by Vice Mayor Kite, *seconded* by Councilwoman Cave to approve the *Regular Meeting Minutes* held on January 28, 2025, as corrected.

Members Vote was as follows:

YEA: Vice Mayor Kite	NAY: None
Councilwoman Cave	
Councilman Fox	
Councilwoman Haggett	
Councilman Reisinger	

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman I. Michael Lowe

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

A *motion* was made by Vice Mayor Kite, *seconded* by Councilwoman Haggett, to approve the bills, dated **February 25, 2025**, in the **Combined Accounts Disbursements Warrants #42741 - #42769** in the amount of **\$116,832.85** as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite	NAY: None
Councilwoman Cave	
Councilman Fox	
Councilwoman Haggett	
Councilman Reisinger	

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

A *motion* was made by Vice Mayor Kite, *seconded* by Councilwoman Haggett, to approve the bills, dated **February 25, 2025**, in the **Combined Accounts Disbursements Warrants #42770 - #42809** in the amount of **\$119,279.77** as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Fox
Councilwoman Haggett
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

TREASURERS REPORT

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Reisinger, to approve the **February 25, 2025**, Treasurer's Report, submitted by Treasurer Christl Huddle, in the amount of **\$2,160,187.00** as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Fox
Councilwoman Haggett
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1-Received January 2025 Shenandoah Police Department Activity Log for review.

#2-Received January 2025 Shenandoah Police Department Vehicle Summary Log for review.

#3- Town of Shenandoah Museum and Welcome Center Curator, Lora Jenkins, reported 162 visitors to the Museum and Welcome Center in January. This includes the 66 who attended the film viewing and guest speaker on January 18, 2025.

#4 --Received a memo from Page County High School PTSA After Prom Committee. They are asking for a donation from the Town for \$200.00 to help with their after-prom celebration for the safety of the Page County High School Students.

A *motion* was made by Councilwoman Haggett, *seconded* by Vice Mayor Kite, to approve the Page County High School PTSA After Prom Committee Donation for \$200.00.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Fox
Councilwoman Haggett
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

#5 – Received a letter from Shenandoah Valley Soil & Water Conservation District asking for a donation for \$375.00 to support their programs and activities.

Councilman Fox stated that Shenandoah Valley Soil & Water Conservation District on their website they specialize in Agriculture, not supporting the Town water.

Town Manager Charlie Jenkins will check into more information about the sources that Shenandoah Valley Soil & Water Conservation District has and if they support the Town water.

#6-Received a Thank You Letter from Pioneer Bank thanking the Town for being a loyal customer for 46 years.

#7- Received a flyer regarding a Local Black History Program being held on February 26, 2025, at the Town of Shenandoah Museum. Karl Rand with Shenandoah National Park will speak about Lewis Mountain. This is a free program and will begin at 6:30p.m. at the Town of Shenandoah Museum, located at 507 First Street Shenandoah, VA 22849. The event was rescheduled from February 11, 2025, to February 26, 2025 due to the weather.

#8-Received a flyer regarding live music at the Town of Shenandoah Museum and Welcome Center, featuring An Lar on March 5th, 2025 from 6:30 p.m. to 7:30 p.m. The Town Museum and Welcome Center is located at 507 First St. Shenandoah, VA.

#9-Received a memo from Mayor Clinton Lucas, Jr. about Rev. Nuckols passing away on February 9, 2025. The Town would like to make a donation of bibles to the Gideon's as requested by the family. The cost would be \$5.00 per Bible. Town Council decided to donate 20 bibles for a total donation of \$100.00.

A *motion* was made by Vice Mayor Kite, *seconded* by Councilwoman Cave, to approve \$100.00 for 20 Gideon Bibles at a price of \$5.00 each to the Gideon International in memory of Rev. Nuckols.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Fox
Councilwoman Haggett
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

The Town would like to honor Rev. Nuckols for his service to our community with a Resolution of Respect to be presented to his family at the March 25, 2025, Council Meeting.

A *motion* was made by Councilman Reisinger, *seconded* by Councilwoman Haggett, to approve the Resolution for Rev. Nuckols.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Fox
Councilwoman Haggett
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

#10-Received a proposal and contact form for the Tennis Courts from Golden Rule Services, LLC, and S.L. Williamson Company, Inc for repairing the Tennis Courts.

#11-Received a letter from Kirk Comer about the condition of the tennis courts and referred the Town to contact Bishop Tennis to check out the repairs.

#12-Received a letter from I. Michael Lowe with the Planning Commission's recommendation for the approval of consolidation of lots on Massanutten Avenue, identified as tax map number 102A41-44-16 and 17 for Eddie and Dianna May.

A *motion* was made by Councilman Fox, *seconded* by Councilman Reisinger, to concur with the Planning Commission and approve the consolidation of lots for Eddie and Dianna May on property located on Massanutten Avenue, identified by tax map number 102A41-44-16 and 17.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Fox
Councilwoman Haggett
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

#13-Received a memo from Lynn Fox, Finance Committee Chairman, noting the first budget workshop for the fiscal year 2025-2026 will be held on Tuesday, March 4, 2025, at 7:00 p.m. at Town Hall.

WATER AND SEWER

(Chair Kite, Councilwoman Cave, and Councilman Lowe)

Town Manager Charlie Jenkins informed Council a leak was found on a four inch pipe located on Route 340 – the crack went all the way around the pipe. He stated a lot of water was lost and the repair took several hours to fix. He also noted someone thankfully reported the issue to the Town.

Town Manager Charlie Jenkins stated there have been other leaks popping up in different places around Town due to the weather which has caused the ground to freeze and then thaw, exerting stress on the pipes.

Town Manager Charlie Jenkins stated that an electric pole replacement was placed on top of a sewer line lateral. He noted the Public Works Crew had to dig 10 feet down to fix the area and required a trench box. Town Manager Charlie Jenkins stated Public Works was on site until 10:30 p.m. finishing the job.

Town Manager Charlie Jenkins spoke about the windstorm that knocked a tree down on an electric line. He noted this caused the pump at the Tenth Street well to go on and off, causing the pump to burn up. He added the last time the pump was replaced was 2016. Town Manager Charlie Jenkins stated Valley Well will come out to replace it. He added the last replacement done recently was at a cost of \$19,000.00.

Councilman Fox asked if Shenandoah Valley Electric Cooperative could write a letter noting all the surging going on in Town. Town Manager Charlie Jenkins stated he would look into it.

Councilman Fox inquired if the well on Tenth Street or the other wells on Twelve Street and Trenton have backup generators.

Town Manager Charlie Jenkins stated that the well on Tenth Street does not have a backup generator at the moment, noting the Town spent \$70,000.00 for generators for the wells on Twelfth Street and Trenton Avenue.

Town Manager Charlie Jenkins stated the Water Hauling Station was shut down due to the water loss from the well pump. He added once it's fixed the Water Haul Station will be turned back on.

Councilman Fox spoke about the Town possibly notifying residents to not flush the flushable wipes because they are not good for the sewer line.

STREETS & PUBLIC PROPERTY

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

Councilman Fox inquired about the cost to do patch work on Junior Avenue. The Town is sourcing estimates on paving this road.

POLICE, SAFETY & JUDICIAL

(Chair Kite, Councilman Lowe, and Councilman Reisinger)

Police Chief Paul Davis is requesting approval to spend the \$3200.00 the Police Department received from a grant to purchase office equipment, office supplies, and office furniture.

A *motion* was made by Councilman Fox, *seconded* by Councilman Reisinger, to approve the Police Department's purchase of office equipment, office supplies and office furniture in the amount of \$3,200.00 to be paid from the grant they received.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Fox
Councilwoman Haggett
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

Police Chief Paul Davis stated one of the officer's vests is about to expire, and the others will expire in 2026. The PD has been checking with multiple companies to source vests and Officer Clem found a company called Angel Armor. Police Chief Davis stated they offer bullet proof vests with extra protection against handguns and rifles and can be worn every day. Police Chief Davis stated a quote was given for vests for all the Officers since they all expire soon. He stated the quote was \$11,045.20. Police Chief Paul Davis stated he found a grant he will apply for, and if approved, the grant will reimburse the Town for half of the cost. He added the grant will not be

available until April 1st, 2025. Police Chief Davis requested \$11,045.20 for the replacement of bullet proof vests for all his officers.

A ***motion*** was made by Councilman Reisinger, ***seconded*** by Vice Mayor Kite, to approve the \$11,045.20 to be paid to Angel Armor to replace all bullet proof vest for all police officers.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Fox
Councilwoman Haggett
Councilman Reisinger

NAY:

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

TAXATION & FINANCE

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

Chair Fox mentioned looking into the budget proposal reports ahead of the March 4th Budget Meeting.

PARKS & RECREATION

(Chair Haggett, Councilman Lowe and Councilman Reisinger)

Councilwoman Haggett mentioned that she is trying to set up a meeting with the Parks and Rec Committee for ideas about the clearing of trees and brush along 340 at Big Gem Park.

Councilwoman Haggett mentioned using the budget for plants and mulch for decorating the area at Big Gem Park.

Town Manager Charlie Jenkins mentioned the fence at the top of the hill is starting to deteriorate and he would like to check on pricing for replacement. He noted the fence around the Wig Wam also needs to be replaced.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chair Cave, Councilmen Lowe and Councilwoman Haggett)

Councilwoman Cave mentioned there will be a Shenandoah Industrial Board Meeting March 3rd, 2025 at 7:00p.m.

COMMUNITY SERVICE

(Chair Kite, Councilwoman Cave and Councilwoman Haggett)

Chair Kite inquired about a house on Warren Avenue for the Community Enhancement Award, noting he will find an address.

PERSONNEL COMMITTEE

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

At 8:31 p.m. a *motion* was made by Councilman Reisinger to enter into a closed session for the purpose of personnel matters as permitted by Code of Virginia, 1950, as amended, Section 2.2-3711, (A), (1), *seconded* by Councilwoman Haggett.

Members Roll Call Vote was as follows:

<p>YEA Vice Mayor Kite Councilwoman Cave Councilman Fox Councilwoman Haggett Councilman Reisinger</p>	<p>NAY: None</p>
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ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

At 8:45 p.m. a *motion* was made by Councilman Reisinger to return to open session and certify that to the best of our knowledge only matters lawfully exempted from open meeting requirements under Code of Virginia, 1950, as amended, Section 2.2-3711, (A), (1), and only such matters as were identified in the motion by which the closed session was convened were heard, discussed or considered in the meeting by the Town Council, *seconded* by Councilwoman Haggett.

Members Roll Call Vote was as follows:

<p>YEA: Vice Mayor Kite Councilwoman Cave Councilman Fox Councilwoman Haggett Councilman Lowe Councilman Reisinger</p>	<p>NAY: None</p>
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ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

Councilman Reisinger praised the Public Works Crew on how well they did on plowing the Town roads during the snowstorms.

UNFINISHED BUSINESS

None during this period.

NEW BUSINESS

None during this period.

TOWN MANAGER'S REPORT

Town Manager Charlie Jenkins mentioned a Joint Public Meeting between all the Towns and the County will be at the Stanley Fire Department for a roundtable discussion on February 26, 2025 at 7:00p.m.

MAYOR'S REPORT

None during this period.

FOR THE GOOD OF THE TOWN

None during this period.

ADJOURN

There being no further discussion, a *motion* was made by Vice Mayor Kite, *seconded* by Councilwoman Cave, to adjourn the meeting at 8:49p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Fox
Councilwoman Haggett
Councilman Reisinger

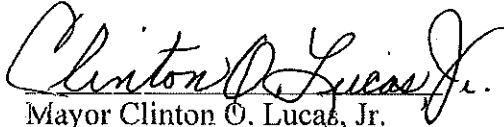
NAY: None

ABSTAIN: Mayor Clinton O. Lucas


ABSENT: Councilman Lowe

VOTE: Unanimous in favor of motion

APPROVED:


Mayor Clinton O. Lucas, Jr.

ATTESTED:


Angela Schrimsher, Town Clerk