



# TOWN OF SHENANDOAH

Incorporated 1884

*Town Council meets for their regular session on the second and fourth Tuesday at 7 p.m.*

**Shenandoah Town Office, 426 First Street, Shenandoah, Virginia**

**(540) 652-8164 [www.townofshenandoah.com](http://www.townofshenandoah.com)**

***Persons wishing to have an item placed on the agenda for future meetings should make their request to the Clerk of the Council by 12 noon Friday preceding the meeting.***

## **Town Council & Staff**

Clinton O. Lucas, Jr., Mayor  
William Kite, Vice Mayor  
Denise Cave, Councilwoman  
Lynn Fox, Councilman  
Ira Michael Lowe, Councilman  
Brenda Haggett, Councilwoman  
Chris Reisinger, Councilman  
Daniel Rose, Town Attorney  
Charles Jenkins, Town Manager  
Paul Davis, Chief of Police  
Christl Huddle, Treasurer  
Tonya Southers, Deputy Treasurer  
Angela Schrimsher, Town Clerk

*Persons wishing to be heard or have an item placed on the agenda should make their request to the Clerk of the Council by 12 noon Friday preceding the meeting.*

## **COUNCIL AGENDA – March 25, 2025 – REGULAR TOWN COUNCIL MEETING**

### **FORMAL SESSION ..... COUNCIL CHAMBERS – 7 p.m.**

1. Call to Order
2. Pledge of Allegiance
3. Award Presentation: **Resolution for Rev. Pettus Hudson Nuckols, Jr.**
4. Receiving of Visitors: **Theresa Warlittner Dog Compliant**
5. Approval of Meeting Minutes for: **Regular Meeting Minutes – March 11, 2025**  
Approval of the Joint Public Hearing Minutes for March 11, 2025
6. Approval of Combined Account Disbursements Warrants **#42848-#42887** in the amount of **\$99,715.22** dated, **March 25, 2025.**
7. Approval of Treasurer's Report **2,152,463.78**
8. Correspondence
9. Council Committee Reports
  - a. **Water & Sewer** (Chair Kite, Councilwoman Cave, and Councilman Lowe)
  - b. **Streets & Public Property** (Chair Fox, Vice Mayor Kite, and Councilman Lowe)
  - c. **Police, Safety & Judicial** (Chair Kite, Councilman Lowe and Councilman Reisinger)
  - d. **Taxation & Finance** (Chair Fox, Vice Mayor Kite, and Councilwoman Haggett)
  - e. **Parks & Recreation** (Chair Haggett, Councilwoman, Councilman Lowe and Councilman Reisinger)
  - f. **Industrial, Economic Development & Procurement** (Chair Cave, Councilwoman Haggett, and Councilman Lowe)
  - g. **Community Service** (Chair Kite, Councilwomen Cave and Haggett)
  - h. **Personnel** (Chair Reisinger, Councilwoman Cave, and Haggett, Councilman Lowe)
11. Unfinished Business
12. New Business
13. Town Manager's Report
14. Mayor's Report
15. For the Good of the Town (Five [5] minute limit for each speaker)
16. Adjournment

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
MARCH 11, 2025**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, March 11, 2025 at 7:23 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.; Council Members Denise Cave; Lynn Fox; Brenda Haggett; I. Michael Lowe; and Christopher Reisinger.

**Council Members absent were:** Vice Mayor Kite

**Other Town Officials present were:** Charles Jenkins, Town Manager; Rodney Hensley, Police Officer; and Angie Schrimsher, Town Clerk.

**Citizens present were:** Brittaney Sutherland, and Prabhasa Ishaya.

**Media Representatives:** None

**AWARD PRESENTATION**

None during this period.

**RECEIVING OF VISITORS**

None during this period.

**FEBRUARY 25, 2025 REGULAR MEETING MINUTES**

A *motion* was made by Councilman Fox, *seconded* by Councilman Reisinger to approve the *Regular Meeting Minutes* held on February 25, 2025, as presented.

Members Vote was as follows:

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

**NAY:** None

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

**ABSENT:** Vice Mayor Kite

**VOTE: Unanimous in favor of motion**

### **APPROVAL OF BILLS**

A *motion* was made by Councilwoman Haggett, *seconded* by Councilman Fox, to approve the bills, dated **March 11, 2025**, in the **Combined Accounts Disbursements Warrants #42810 - #42847** in the amount of **\$140,689.75** as presented.

Members Roll Call Vote was as follows:

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

**NAY;** None

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

**ABSENT:** Vice Mayor Kite

**VOTE: Unanimous in favor of motion**

### **TREASURERS REPORT**

A *motion* was made by Councilman Fox, *seconded* by Councilman Lowe, to approve the **March 11, 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:** Councilwoman Cave  
Councilman Fox  
Councilwoman Haggett  
Councilman Lowe  
Councilman Reisinger

**NAY;** None

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

**ABSENT:** Vice Mayor Kite

**VOTE: Unanimous in favor of motion**

### **CORRESPONDENCE**

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

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

#3- Town of Shenandoah Museum and Welcome Center Curator, Lora Jenkins, reported 117 visitors to the Museum and Welcome Center in February. This includes the 22 who attended the Local Black History Program. The Museum was nominated for Best Museum in the Shenandoah Valley Best Contest. Voting ended March 5<sup>th</sup>, 2025. Winners will be announced on May 22, 2025.

#4 -Received a Thank You Card in Loving Memory of Rebecca Elaine Comer. From John and Jamie Shifflett.

### **WATER AND SEWER**

(Chair Kite, Councilwoman Cave, and Councilman Lowe)

Councilman Lowe inquired about the backhoe digging on Junior Avenue.

Town Manager Charlie Jenkins stated the homeowner on F Street is adding an addition to the house.

Town Manager Charlie Jenkins stated that the sewer line behind the Shenandoah Baptist Church, 415 Fifth Street is scheduled to be replaced as soon as the contractor can mobilize and get onsite. He added the line near 226 N. Fifth Street will be next on the schedule to be looked at and repaired.

Mayor Clinton O. Lucas, Jr. mentioned if anyone sees anything pertaining to water and sewer around Town please report it to the Town Manager Charlie Jenkins.

### **STREETS & PUBLIC PROPERTY**

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

Councilwoman Cave inquired about an update about the disabled vehicles along Shenandoah Avenue.

Town Manager Charlie Jenkins stated the owner has removed three vehicles from the front of the house, noting that the son of the owner is on duty in the Naval Reserves and cannot remove one of the vehicles at this time. Town Manager Charlie Jenkins stated the RV will need to be removed with a large wrecker. The owner has requested the Council give him more time to remove the rest of the vehicles. Town Manager Charlie Jenkins did inform the Council that the Van and the Suburban are licensed at this time.

Mayor Clinton O. Lucas, Jr. mentioned about the new revamp of the electrical substation on Junior Avenue and how this upgrade will provide better service to the town.

**POLICE, SAFETY & JUDICIAL**

(Chair Kite, Councilman Lowe, and Councilman Reisinger)

None during this period.

**TAXATION & FINANCE**

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

Town Manager Charlie Jenkins stated 67% of the budget is complete. He noted there will be another budget session next Tuesday March 18, 2025, at 6:00p.m. at the Town Hall.

Chair Fox inquired about electronic payments and would like to request electronic billing for our vendors.

Town Manager Charlie Jenkins mentioned some do not use electronic billing, but will request it.

**PARKS & RECREATION**

(Chair Haggett, Councilman Lowe and Councilman Reisinger)

Councilwoman Haggett mentioned that she talked to Kirk Comer about transferring money for the ballpark and using the money toward a third tennis court.

Councilwoman Haggett stated Kirk Comer wants to keep the money on hold for the ballpark.

Councilwoman Cave inquired about the money toward the tennis courts.

Councilwoman Haggett mentioned the \$5,000.00 could still be used on a new tennis court, however, Kirk Comer does not want to use the money towards the repairs to the two old tennis courts. This money was donated with the specific request that it goes to a new court.

Councilwoman Haggett suggested to Kirk Comer to take the \$10,000.00 for the ballpark and use it toward a third tennis court. This would give us \$15,000.00 toward a third tennis court. However, Kirk Comer didn't want to use the \$10,000.00 toward the Tennis Court as that money was donated with the specific requirement that is for a new ballfield.

**INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT**

(Chair Cave, Councilmen Lowe and Councilwoman Haggett)

Chair Cave mentioned she met with Shenandoah Industrial Corporation last Monday night and noted she would like to meet with them twice per year. She also mentioned that Richard Pierce has resigned, the Shenandoah Industrial Corporation wants to add another person to replace him.

Chair Cave mentioned the Shenandoah Industrial Corporation discussed the possibility of adding a local grocery store.

Chair Cave mentioned she talked about the tennis courts in the meeting with the Shenandoah Industrial Corporation and Councilman Fox provided two additional contractors who worked with East Rock and Spotswood. Chair Cave stated she sent the two contractors all the information and details on the tennis court. Chair Cave noted the two contractors are planning to come and make a site visit. She did inform Council at this time there are two proposals and hopefully two more to consider.

Once a proposal is selected, Chair Cave and Town Manager Charlie Jenkins will go forward on the Grant submittal.

Mayor Clinton O. Lucas, Jr. inquired if there is a deadline on the grant application.

Town Manager Charlie Jenkins mentioned they accept applications quarterly.

Chair Cave mentioned Partners First in Shenandoah will be closing April 11, 2025. The Shenandoah Staff will be moving to the Luray location.

Town Manager Charlie Jenkins mentioned Sullivan's Corporation properties are for sale and has had calls from people interested in the properties. The 737 S. Third St property is due to be closed on soon with a new business locating there.

Town Manager Charlie Jenkins stated the Old Pharmacy property will proceed with the closing in 60 days or less. Once that is done, development plans for the property will continue to proceed in coordination with Page Co. Economic Development and EDA.

### **COMMUNITY SERVICE**

(Chair Kite, Councilwoman Cave and Councilwoman Haggett)

Town Manager Charlie Jenkins mentioned the First quarter for the Community Enhancement award is complete.

Councilman Fox inquired about whether the Town could give the Community Enhancement Award winner a choice between a visa gift card or a restaurant gift card from one of the businesses in Shenandoah.

Councilwoman Haggett mentioned the prepaid Visa and Mastercard gift cards usually have a fee associated with them.

Mayor Lucas noted that the town normally gives out the restaurant gift cards on a rotating basis to keep the business in town.

### **PERSONNEL COMMITTEE**

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

None during this period.

**UNFINISHED BUSINESS**

None during this period.

**NEW BUSINESS**

Town Manager Charlie Jenkins noted the Council needs to vote on the lot consolidation for Benjamin Bonham at (TBD) Pocahontas Avenue.

A *motion* was made by Councilman Fox, *seconded* by Councilwoman Haggett, to concur with the Planning Commission and approve the consolidation of lots for Benjamin Bonham at address TBD Pocahontas Avenue tax map number 102A4-1-44-26 and 27.

Members Roll Call Vote was as follows:

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

**NAY:** None

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

**ABSENT:** Vice Mayor Kite

**VOTE:** Unanimous in favor of motion

**TOWN MANAGER'S REPORT**

Town Manager Charlie Jenkins mentioned the Town Dump Truck was taken to Highway Motors Inc. in Harrisonburg due to the truck's transmission slipping out of third gear and needs to be repaired. Town Manager Charlie Jenkins stated they did a diagnostic road test. He informed Council that the truck needs two rear motor mounts, repair the clutch linkage, and replace two mirrors. Town Manager Charlie Jenkins stated the total cost was \$2,463.60 for parts and labor

A *motion* was made by Councilwoman Cave, *seconded* by Councilman Reisinger, to approve the invoice amount from Highway Motors Inc for \$2,463.60 for the repairs to the 1996 Dump Truck.

Councilman Fox inquired about the cost for the two spot mirrors and inquired if the Town could order the spot mirrors from J&M Auto Parts and have the Public Works install them.

Town Manager Charlie Jenkins stated he will ask to have the \$273.21 for the spot mirrors removed on the invoice.

The motion was tabled pending further information on the repair.

Town Manager Charlie Jenkins received an invoice from HIVAC for a sewer hose in the amount of \$3,330.00. Town Manager Charlie Jenkins mentioned the sewer machine needs a new sewer

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hose. He added it would need a ¾" hose, 600' with a 2500 psi rating. The last hose was purchased twelve years ago and due to wear and tear, it needs to be replaced.

Councilman Fox mentioned a company HWC Jetter's has a hose for sale for \$2,399.95

A ***motion*** was made by Councilman Fox, ***seconded*** by Councilman Reisinger, to approve the \$2,399.95 to HWC Jetter for the purchase of a new ¾", 600' sewer hose for the sewer machine.

Members Roll Call Vote was as follows:

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

**NAY:** None

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

**ABSENT:** Vice Mayor Kite

**VOTE:** Unanimous in favor of motion

Town Manager Charlie Jenkins stated most of the hydraulic seals on the 1996 Case 580L Backhoe are leaking and need new seal kit for the lift, bucket, and swing arm rams. Town Manager Charlie Jenkins noted we have a quote from Lawrence Equipment, Inc for \$4,215.36 and the amount includes labor and transporting the backhoe.

A ***motion*** was made by Councilman Fox, ***seconded*** by Councilman Reisinger, to approve the \$4,215.36 for the new seal kit for the 1996 Backhoe.

Members Roll Call Vote was as follows:

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

**NAY:** None

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

**ABSENT:** Vice Mayor Kite

**VOTE:** Unanimous in favor of motion

### **MAYOR'S REPORT**

Mayor Clinton O. Lucas, Jr. spoke to Wayne Printz about the updates to the Shenandoah Car Wash. He noted Wayne Printz is asking for 60 days' time to repair the Shenandoah Car Wash.



**FOR THE GOOD OF THE TOWN**

Brittaney Sutherland spoke to the Town Council about how the Shenandoah Rec League would not allow her son to play T-ball because of her son's special needs. She stated her son has played with the Shenandoah Rec League for several years. Brittaney Sutherland stated she had to enroll her son in Elkton Little League so he could continue to play T-ball. Brittaney Sutherland also feels that the donations are not being used towards the repairs for the Shenandoah Ball Park, stating she noticed that the dugout seats are loose and need to be bolted down to the ground.

Citizen (Name not noted) asked the Town Council talked about the possibility of paving Junior Avenue. It was noted that the town is planning to budget money for repairs.

**ADJOURN**

There being no further discussion, a *motion* was made by Councilman Fox, *seconded* by Councilman Lowe, to adjourn the meeting at 7:59 p.m.

Members Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Clinton O. Lucas

**ABSENT:** Vice Mayor Kite

**VOTE:** Unanimous in favor of motion

APPROVED:

ATTESTED:

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Mayor Clinton O. Lucas, Jr.

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Angela Schrimsher, Town Clerk

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
JOINT PUBLIC HEARING  
SPECIAL USE PERMIT  
March 11, 2025**

The Shenandoah Town Council and the Shenandoah Planning Commission held a joint public hearing on Tuesday, March 11, 2025, beginning at 7:10 p.m., with Mayor Clinton O. Lucas, Jr., presiding.

**ATTENDANCE**

**Council Members present were:** Mayor Clinton O. Lucas, Jr.; Council Members Denise Cave; Lynn Fox; Brenda Haggett; I. Michael Lowe; and Christopher Reisinger.

**Council Members absent were:** Vice Mayor William Kite;

**Planning Commission Members present:** Chairman I. Michael Lowe; Vice Chairman Arthur "Todd" Stroupe Commissioners Jonathan Comer, Karen Comer, Stephanie Richards, and Timothy Seal.

**Planning Commission Members absent:** MacKenzie Watson.

**Other Town Officials present were:** Charles Jenkins, Town Manager; Rodney Hensley, Shenandoah Police Lieutenant; and Angie Schrimsher, Town Clerk.

**Citizens present were:** Brittaney Sutherland and Prabhasa Ishaya.

**Media Representatives:** There were no media representatives present at this time.

**CALL TO ORDER:** Mayor Lucas opened the public hearing at 7:10 p.m he stated this meeting would discuss the special use permit request from Prabhasa Ishaya to allow for a home occupation freight service business, as provided for in the Code of the Town of Shenandoah, Section 50-112, at his home located at 411 Fourth St, Shenandoah, VA, identified by tax map number 102A3-1-1-14.

Mayor Lucas inquired if there was anyone present to speak *for* the request?

Prabhasa Ishaya spoke about Grateful Way Freight Service. He stated he operates a truck with a trailer and that they would be parked in the back yard. Prabhasa Ishaya has only taken three trips in the last two years. Prabhasa Ishaya also stated that he also owns AAMCO Transmission franchise in Harrisonburg.

Mayor Lucas, Jr., inquired if there could be traffic congestion when pulling off the side street to make a delivery.

Town Manager Charlie Jenkins mentioned Prabhasa Ishaya's business will not have clients stopping by the house.

Vice Chairman Arthur "Todd" Stroupe inquired about the size of the truck and the trailer together.

Prabhasa Ishaya stated the size of the truck, and the trailer is 49 feet. With the goose neck attachment together is around 65 feet.

Councilman Reisinger inquired if the business was going to deliver any vehicles to the property.

Prabhasa Ishaya answered no.

Mayor Lucas inquired if there was anyone present to speak *against* the request?

Brittaney Sutherland inquired about the main businesses in Harrisonburg, and why are they listed with a Shenandoah address since 2022.

Prabhasa Ishaya stated he was not aware he needed a special use permit due to the two separate locations.

Brittaney Sutherland inquired about Grateful Way LLC having access to the alley way if the business will pay revenue to the Town.

Town Manager Charlie Jenkins stated Grateful Way Freight Service LLC will have a business license, pending approval of this special use permit request.

Town Manager Charlie Jenkins mentioned a write-in letter delivered to the Town questioning if the business would have a bathroom facility. He noted it will not be required since the business will not have clients coming by the house.

Town Manager Charlie Jenkins stated there was a second question if the business is using the alley way for in and out access to the house and whether it would affect the alley way with wear and tear.

Prabhasa Ishaya mentioned in the meeting previously he would take only three trips every two years.

Town Manager Charlie Jenkins stated the third question was if a fence is required around the property, as this may be a towing business. Town Manager Charlie Jenkins stated no vehicles will be towed in, so a fence is not required. He added a stipulation to the special use permit request to limit the amount of time the business vehicle or trailer parks in front of the house. He also noted another stipulation would be no transit freight could be hauled in and stored at the house.

Mayor Lucas asked if there were any other questions.

There being no more questions, a *motion* was made by Vice Chairman Arthur "Todd" Stroupe, *seconded* by Commissioner J. Comer to recommend approval of the Special Use Permit request

from Prabhasa Ishaya for a home occupation freight service at his home address of 411 Fourth Street, Shenandoah, VA, identified by tax map number 102A3-1-1-14.

Members Vote was as follows:

**YEA:** Chairman Lowe  
Vice Chairman Stroupe  
Commissioner J. Comer  
Commissioner K. Comer  
Commissioner Richards  
Commissioner Seal  
Commissioner Stroupe

**NAY:** None

**ABSTAIN:** None

**ABSENT:** Commissioner Watson

**VOTE: Unanimous in favor of motion**

A *motion* was made by Councilman Lowe, *seconded* by Councilman Fox to concur with the Planning Commission's recommendation to approve the Special Use Permit request from Prabhasa Ishaya for home occupation freight business located at his home address, 411 Shenandoah, VA, identified by tax map number 102A3-1-1-14

Members Vote was as follows:

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

**NAY:** None

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

**ABSENT:** Vice Mayor Kite

**VOTE: Unanimous in favor of motion**

### **ADJOURN**

A *motion* was made by Councilwoman Haggett, *seconded* by Councilman Fox to adjourn the meeting at 7:23 p.m.

Members Vote was as follows:

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

**NAY:** None

Joint Public Hearing Minutes  
March 11, 2025

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

**ABSENT:**

**VOTE:** Unanimous in favor of motion

**APPROVED:**

**ATTESTED:**

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Mayor Clinton O. Lucas, Jr.

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Angela Schrimsher, Town Clerk

# **APPROVAL OF BILLS**

**Council Meeting of March 25, 2025**

**General and Utility Disbursements**

**Warrants #42848 - #42887**

**In the amount of \$99,715.22**

**Checks Issued - \$67,986.72**

**Cash Disbursements - \$31,728.50**

**SUBMITTED BY:**

**Christl C. Huddle**

**Treasurer**

## Check Listing

Date From: 3/7/2025 Date To: 3/21/2025  
Vendor Range: A & B DEV OF SHENANDOAH, INC - ZUKOVSKY, TOM

Town of Shenandoah  
03/21/2025 11:10 AM

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Check Number	Bank	Vendor	Date	Amount
42848	1	PAGE COUNTY CIRCUIT COURT	03/10/2025	\$50.00
Invoice: 2503101508220171466		Inv Date 03/14/2025	Due Date 03/10/2025	Amt: \$50.00
20-215-0000		Misc-Garnishment		\$50.00
Total Distributed:				\$50.00
42849	1	TOWN OF SHENANDOAH	03/10/2025	\$35,964.12
Invoice: PAYROLL TRANSFE 3/10/2025		Inv Date 03/10/2025	Due Date 03/10/2025	Amt: \$35,964.12
10-108-0100		PAYROLL TRANSFER		\$28,922.32
20-108-0100		PAYROLL TRANSFER		\$7,041.80
Total Distributed:				\$35,964.12
42850	1	VA CREDIT UNION, INC.	03/10/2025	\$220.00
Invoice: 2503101508220173967		Inv Date 03/14/2025	Due Date 03/10/2025	Amt: \$220.00
10-215-0000		Misc-VACU		\$120.00
20-215-0000		Misc-VACU		\$100.00
Total Distributed:				\$220.00
42851	1	U. S. POST OFFICE	03/13/2025	\$414.84
Invoice: MAIL 3/13/2025 12:00:00 A		Inv Date 03/13/2025	Due Date 03/13/2025	Amt: \$414.84
20-506-0000		MAIL WATER BILLS		\$414.84
Total Distributed:				\$414.84
42852	1	ARTHUR TODD STROUPE	03/13/2025	\$10.00
Invoice: MEETING(S) 3/11/2025		Inv Date 03/11/2025	Due Date 03/13/2025	Amt: \$10.00
10-522-0000		PLANNING COMMISSION MEETINGS		\$10.00
Total Distributed:				\$10.00
42853	1	C & C EXTERMINATING	03/13/2025	\$115.00
Invoice: 24831		Inv Date 03/07/2025	Due Date 03/13/2025	Amt: \$45.00
10-874-0000		EXTERMINATING SERVICES - TOWN OFFICE		\$45.00
Total Distributed:				\$45.00
Invoice: 24830		Inv Date 03/07/2025	Due Date 03/13/2025	Amt: \$70.00
10-717-0000		Exterminating Services at Police Department		\$70.00
Total Distributed:				\$70.00
42854	1	COMER, JONATHAN	03/13/2025	\$10.00
Invoice: MEETING(S) 3/11/2025		Inv Date 03/11/2025	Due Date 03/13/2025	Amt: \$10.00
10-522-0000		PLANNING COMMISSION MEETINGS		\$10.00

## Check Listing

Date From: 3/7/2025 Date To: 3/21/2025  
Vendor Range: A & B DEV OF SHENANDOAH, INC - ZUKOVSKY, TOM

Town of Shenandoah  
03/21/2025 11:10 AM

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Check Number	Bank	Vendor	Date	Amount
Total Distributed:				\$10.00
42855	1	CORE & MAIN	03/13/2025	\$101.80
Invoice: W367070		Inv Date 02/19/2025	Due Date 03/13/2025	Amt: \$101.80
10-604-0000		1" FITTINGS		\$101.80
Total Distributed:				\$101.80
42856	1	IRA MICHAEL LOWE	03/13/2025	\$10.00
Invoice: MEETING(S) 3/11/2025		Inv Date 03/11/2025	Due Date 03/13/2025	Amt: \$10.00
10-522-0000		PLANNING COMMISSION MEETINGS		\$10.00
Total Distributed:				\$10.00
42857	1	J & M AUTO PARTS	03/13/2025	\$1,642.67
Invoice: 022825		Inv Date 02/28/2025	Due Date 03/13/2025	Amt: \$133.98
10-559-0300		ARPA 2 - RAM TRUCK - BEDLINER		\$133.98
Total Distributed:				\$133.98
Invoice: 022825A		Inv Date 02/28/2025	Due Date 03/13/2025	Amt: \$1,508.69
10-580-0700		LUBRICANT		\$7.47
10-604-0000		ELEC TAPE, TRAILER ADAPTER		\$54.07
10-608-0000		BACK HOE AND SKID LDR BATTERIES, FUEL FILTER, EXH		\$715.90
10-625-0000		SNOW PLOW - BATTERY CABLE, MARKER KIT		\$44.14
10-672-0000		CLEANERS, CHAINSAW BAR LUBE		\$51.44
10-708-0000		2018 FORD EXP - OIL		\$105.28
10-708-0000		2020 FORD EXP - WIPER BLADES		\$39.40
10-708-0000		2021 CHARGER - OIL & FILTER		\$39.54
10-708-0000		WATER HOSE, TIRE FOAM		\$77.99
20-805-0000		GREASE FOR METERS		\$13.28
20-806-0000		2014 FORD EXP - FILTER, HOSE		\$21.57
20-904-0000		12V CHARGER		\$147.69
20-906-0000		2000 DODGE - STARTER MOTOR, ATF, WASHER FLUID		\$190.92
Total Distributed:				\$1,508.69
42858	1	KAREN COMER	03/13/2025	\$10.00



## Check Listing

Date From: 3/7/2025 Date To: 3/21/2025  
Vendor Range: A & B DEV OF SHENANDOAH, INC - ZUKOVSKY, TOM

Town of Shenandoah  
03/21/2025 11:10 AM

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Check Number	Bank	Vendor	Date	Amount
Invoice: MEETING(S) 3/11/2025		Inv Date 03/11/2025	Due Date 03/13/2025	Amt: \$10.00
10-522-0000		PLANNING COMMISSION MEETINGS		\$10.00
Total Distributed:				\$10.00
42859	1	MOUNTAIN VALLEY SERVICES	03/13/2025	\$4,400.00
Invoice: TSPF		Inv Date 03/05/2025	Due Date 03/13/2025	Amt: \$400.00
20-990-0110		NEW WELL - HANDRAIL		\$400.00
Total Distributed:				\$400.00
Invoice: TSWH3		Inv Date 03/05/2025	Due Date 03/13/2025	Amt: \$4,000.00
20-990-0110		NEW WELL HOUSE CHANGE ORDER		\$4,000.00
Total Distributed:				\$4,000.00
42860	1	NICHOLAS CHACON	03/13/2025	\$100.00
Invoice: 3032025		Inv Date 03/03/2025	Due Date 03/13/2025	Amt: \$100.00
20-812-0000		REIMBURSEMENT FOR BOOTS		\$100.00
Total Distributed:				\$100.00
42861	1	Pace Analytical Services, LLC	03/13/2025	\$210.60
Invoice: 2530588021		Inv Date 02/17/2025	Due Date 03/13/2025	Amt: \$70.20
20-908-0000		TESTING SERVICES		\$70.20
Total Distributed:				\$70.20
Invoice: 2530588964		Inv Date 02/20/2025	Due Date 03/13/2025	Amt: \$70.20
20-908-0000		TESTING SERVICES		\$70.20
Total Distributed:				\$70.20
Invoice: 2530588655		Inv Date 02/19/2025	Due Date 03/13/2025	Amt: \$70.20
20-908-0000		TESTING SERVICES		\$70.20
Total Distributed:				\$70.20
42862	1	PARTNERS 1ST FED. CREDIT UNION	03/13/2025	\$730.00
Invoice: 25031015082201716858		Inv Date 03/14/2025	Due Date 03/13/2025	Amt: \$730.00
10-215-0000		Misc-Partners 1st		\$730.00
Total Distributed:				\$730.00
42863	1	SHENANDOAH VALLEY ELECTRIC	03/13/2025	\$12,166.23
Invoice: MONTHLY ACCTS 2 3/7/2025		Inv Date 02/28/2025	Due Date 03/13/2025	Amt: \$12,166.23
10-580-0600		THE MUSEUM		\$214.67
10-580-0600		THE MUSEUM		\$230.92
10-580-0600		THE MUSEUM		\$490.57

## Check Listing

Date From: 3/7/2025 Date To: 3/21/2025  
Vendor Range: A & B DEV OF SHENANDOAH, INC - ZUKOVSKY, TOM

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Check Number	Bank	Vendor	Date	Amount
10-602-0100		STREET LIGHTS		\$3,358.31
10-602-0700		MAINT SHOP ELECTRIC		\$95.51
10-602-0700		OLD MAINTENANCE BUILDING		\$208.98
10-671-0000		BOAT LANDING ELECTRIC		\$31.72
10-671-0000		340 N ENTRANCE SIGN		\$36.13
10-671-0000		340 S ENTRANCE SIGN		\$35.76
10-671-0000		602 ENTRANCE SIGN		\$36.34
10-671-0000		BIG GEM ELECTRIC		\$188.84
10-671-0000		RESTROOM ELECTRIC		\$49.60
10-671-0000		TENNIS COURT ELECTRIC		\$80.27
10-711-0000		POLICE DEPT ELECTRIC		\$157.77
10-711-0000		POLICE DEPT ELECTRIC		\$348.18
10-871-0000		TOWN OFFICE ELECTRIC		\$598.01
20-802-0200		WELL # 1 ELECTRIC		\$785.17
20-802-0300		WELL #2 ELECTRIC		\$1,536.56
20-802-0500		12TH STREET WELL ELECTRIC		\$1,904.01
20-802-0600		WATER TANK ELECTRIC		\$48.93
20-802-0800		TRENTON ELECTRIC		\$31.72
20-802-0900		TENTH ST ELECTRIC		\$112.31
20-902-0000		SEWER PLANT ELECTRIC		\$1,585.95
Total Distributed:				\$12,166.23
42864	1	STEPHANIE RICHARDS	03/13/2025	\$10.00
Invoice: MEETING(S) 3/11/2025		Inv Date 03/11/2025	Due Date 03/13/2025	Amt: \$10.00
10-522-0000		PLANNING COMMISSION MEETINGS		\$10.00
Total Distributed:				\$10.00
42865	1	The Supply Room	03/13/2025	\$78.40
Invoice: 5565911		Inv Date 02/12/2025	Due Date 03/13/2025	Amt: \$78.40
10-605-0000		Water		\$23.52
10-611-0000		Water		\$23.52
10-705-0000		Water		\$7.84
10-874-0000		Water		\$15.68
20-904-0000		Water		\$7.84
Total Distributed:				\$78.40

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Check Number	Bank	Vendor	Date	Amount
42866	1	TIM SEAL	03/13/2025	\$10.00
Invoice: MEETING(S) 3/11/2025		Inv Date 03/11/2025	Due Date 03/13/2025	Amt: \$10.00
10-522-0000		PLANNING COMMISSION MEETINGS		\$10.00
Total Distributed:				\$10.00
42867	1	TOWN OF SHEN - UTIL ACCT	03/13/2025	\$148.25
Invoice: WATER BILLS 3/13/2025 12:		Inv Date 03/13/2025	Due Date 03/13/2025	Amt: \$148.25
10-526-0000		WATER BILLS		\$148.25
Total Distributed:				\$148.25
42868	1	TRUMBO ELECTRIC, INC.	03/13/2025	\$3,000.00
Invoice: 1796600695		Inv Date 02/25/2025	Due Date 03/13/2025	Amt: \$3,000.00
20-990-0110		NEW WELL ELECTIC INSTALLATION		\$3,000.00
Total Distributed:				\$3,000.00
42869	1	UPDIKE INDUSTRIES, INC.	03/13/2025	\$300.00
Invoice: C231606		Inv Date 02/11/2025	Due Date 03/13/2025	Amt: \$300.00
10-610-0100		REPLACEMENT BINS FOR CUSTOMERS		\$300.00
Total Distributed:				\$300.00
42870	1	COMER JENNIFER MAE 6478	03/14/2025	\$50.00
Invoice: TX6478250314202932603		Inv Date 03/14/2025	Due Date 03/14/2025	Amt: \$50.00
10-207-0000		Pre-Payment Refund for TX Account 6478		\$50.00
Total Distributed:				\$50.00
42871	1	CINTAS CORP LOC.394	03/20/2025	\$70.37
Invoice: 4224195642		Inv Date 03/17/2025	Due Date 03/20/2025	Amt: \$70.37
10-874-0000		PAPER TOWELS		\$70.37
Total Distributed:				\$70.37
42872	1	FORTILINE INC.	03/20/2025	\$405.62
Invoice: 6779865		Inv Date 02/21/2025	Due Date 03/20/2025	Amt: \$42.25
10-604-0000		BRASS FITTINGS		\$42.25
Total Distributed:				\$42.25
Invoice: 6818884		Inv Date 02/28/2025	Due Date 03/20/2025	Amt: \$363.37
10-604-0000		1" COUPLINGS		\$363.37
Total Distributed:				\$363.37
42873	1	GIDEONS INTERNATIONAL	03/20/2025	\$100.00

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Check Number	Bank	Vendor	Date	Amount
Invoice: 2025				
		Inv Date 03/13/2025	Due Date 03/20/2025	Amt: \$100.00
10-510-0000		DONATION FOR 20 BIBLES		\$100.00
Total Distributed:				\$100.00
42874	1	Highspeedlink	03/20/2025	\$581.65
Invoice: 150841				
		Inv Date 03/05/2025	Due Date 03/20/2025	Amt: \$636.65
10-580-0800		THE MUSEUM VoIP Phones & Voice Mail		\$64.20
10-710-0000		VoIP Phones & Faxing at Police Dept		\$347.75
10-872-0000		VoIP Phones in Office		\$160.50
20-822-0000		VoIP Phone at Public Works		\$32.10
20-922-0000		VoIP Phone at Sewer Plant		\$32.10
Total Distributed:				\$636.65
Credit Memo 150841CM				
		CM Date: 03/05/2025	Available: 03/20/2025	Amt: (\$55.00)
10-872-0000		150841CM		(\$55.00)
Total Distributed:				(\$55.00)
42875	1	HOLTZMAN OIL CORP.	03/20/2025	\$1,739.93
Invoice: 3280542				
		Inv Date 02/25/2025	Due Date 03/20/2025	Amt: \$843.32
10-706-0000		FUEL - POLICE		\$843.32
Total Distributed:				\$843.32
Invoice: 3295720				
		Inv Date 03/03/2025	Due Date 03/20/2025	Amt: \$896.61
10-606-0000		FUEL		\$298.87
20-809-0000		FUEL		\$298.87
20-909-0000		FUEL		\$298.87
Total Distributed:				\$896.61
42876	1	KPD, INC. PORT-A-JOHN	03/20/2025	\$135.00
Invoice: 151445				
		Inv Date 02/28/2025	Due Date 03/20/2025	Amt: \$135.00
10-672-0000		WIGWAM PORT-A-JOHN		\$135.00
Total Distributed:				\$135.00
42877	1	LITTEN & SIPE	03/20/2025	\$456.99
Invoice: 28776 3/14/2025 12:00:00				
		Inv Date 03/14/2025	Due Date 03/20/2025	Amt: \$456.99
10-521-0300		LEGAL SERVICES		\$413.99
10-521-0300		LEGAL SERVICES - BZA		\$43.00
Total Distributed:				\$456.99
42878	1	LOUDERBACK IMPLEMENT CO., INC.	03/20/2025	\$63.00
Invoice: 95529				
		Inv Date 02/26/2025	Due Date 03/20/2025	Amt: \$63.00

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Check Number	Bank	Vendor	Date	Amount
10-672-0000		CHAINSAW CHAIN		\$63.00
Total Distributed:				\$63.00
42879	1	MYERS FORD COMPANY	03/20/2025	\$487.88
Invoice: 6071500		Inv Date 02/14/2025	Due Date 03/20/2025	Amt: \$487.88
20-906-0000		2016 FORD - ELECTRICAL ISSUE		\$487.88
Total Distributed:				\$487.88
42880	1	Pace Analytical Services, LLC	03/20/2025	\$210.60
Invoice: 2530589460		Inv Date 02/24/2025	Due Date 03/20/2025	Amt: \$70.20
20-908-0000		TESTING SERVICES		\$70.20
Total Distributed:				\$70.20
Invoice: 2530589953		Inv Date 02/25/2025	Due Date 03/20/2025	Amt: \$70.20
20-908-0000		TESTING SERVICES		\$70.20
Total Distributed:				\$70.20
Invoice: 2530590539		Inv Date 02/27/2025	Due Date 03/20/2025	Amt: \$70.20
20-908-0000		TESTING SERVICES		\$70.20
Total Distributed:				\$70.20
42881	1	PAGE COUNTY TREASURER	03/20/2025	\$1,018.55
Invoice: 022825		Inv Date 02/28/2025	Due Date 03/20/2025	Amt: \$1,018.55
10-610-0200		landfill fees		\$526.55
20-610-0400		sludge fees		\$492.00
Total Distributed:				\$1,018.55
42882	1	PAGE VALLEY NEWS LLC	03/20/2025	\$285.00
Invoice: 1017		Inv Date 02/28/2025	Due Date 03/20/2025	Amt: \$95.00
10-508-0000		PUBLIC NOTICE - SUP REQUEST		\$95.00
Total Distributed:				\$95.00
Invoice: 1011		Inv Date 11/26/2024	Due Date 03/20/2025	Amt: \$190.00
10-508-0000		PUBLIC NOTICE - MERCY HARBOR SUP		\$190.00
Total Distributed:				\$190.00
42883	1	REED'S TIRE SERVICE CTR	03/20/2025	\$1,655.44
Invoice: 54110A		Inv Date 02/27/2025	Due Date 03/20/2025	Amt: \$1,655.44
10-608-0000		1994 DUMP TRUCK - BALANCE DUE BRAKE REPAIR		\$1,655.44
Total Distributed:				\$1,655.44
42884	1	RICOH USA, INC	03/20/2025	\$160.44

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Check Number	Bank	Vendor	Date	Amount
Invoice: 109043566		Inv Date 03/10/2025	Due Date 03/20/2025	Amt: \$160.44
10-527-0000		QUARTERLY LEASE ON COPIER		\$160.44
Total Distributed:				\$160.44
42885	1	SELECT SPECIALITY PRODUCTS, IN	03/20/2025	\$95.00
Invoice: 56908		Inv Date 02/26/2025	Due Date 03/20/2025	Amt: \$95.00
20-905-0000		SEWER SOLVENT - 5 GAL		\$95.00
Total Distributed:				\$95.00
42886	1	VIRGINIA DEPT OF MOTOR VEHICLES	03/20/2025	\$450.00
Invoice: 202505900515		Inv Date 02/28/2025	Due Date 03/20/2025	Amt: \$450.00
10-532-0000		DMV STOPS		\$450.00
Total Distributed:				\$450.00
42887	1	Wex Bank	03/20/2025	\$319.34
Invoice: 103512633		Inv Date 03/15/2025	Due Date 03/20/2025	Amt: \$319.34
10-530-0000		Fuel - Fire Dept		\$319.34
Total Distributed:				\$319.34
40		Checks Totaling -		\$67,986.72

### Totals By Fund

	Checks	Voids	Total
10	\$44,336.11		\$44,336.11
20	\$23,650.61		\$23,650.61
Totals:	\$67,986.72		\$67,986.72

CASH DISBURSEMENTS  
GENERAL & UTILITY  
MARCH 7 - 21, 2025

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Trans Date	Trans Desc	Debit	Credit	Reference
03/17/2025	STATE PAYROLL TAXES	\$0.00	\$1,214.00	STATE PAYROLL TAXES
03/17/2025	FEDERAL PAYROLL TAXE	\$0.00	\$8,367.38	FEDERAL PAYROLL TA
03/14/2025	HYBRID PAYROLL TAXES	\$0.00	\$260.75	HYBRID PAYROLL TAX
03/10/2025	VRS - Treasurer of Virgini	\$0.00	\$14,592.60	VRS
03/17/2025	FEDERAL PAYROLL TAXE	\$1,107.56	\$0.00	FEDERAL PAYROLL TA
03/17/2025	FEDERAL PAYROLL TAXE	\$4,735.90	\$0.00	FEDERAL PAYROLL TA
03/17/2025	FEDERAL PAYROLL TAXE	\$2,523.92	\$0.00	FEDERAL PAYROLL TA
03/17/2025	STATE PAYROLL TAXES	\$1,214.00	\$0.00	STATE PAYROLL TAXES
03/14/2025	HYBRID PAYROLL TAXES	\$83.63	\$0.00	HYBRID PAYROLL TAX
03/14/2025	HYBRID PAYROLL TAXES	\$48.29	\$0.00	HYBRID PAYROLL TAX
03/10/2025	VRS - Treasurer of Virgini	\$3,029.10	\$0.00	VRS
03/14/2025	HYBRID PAYROLL TAXES	\$12.36	\$0.00	HYBRID PAYROLL TAX
03/10/2025	VRS - Treasurer of Virgini	\$1,028.92	\$0.00	VRS
03/14/2025	HYBRID PAYROLL TAXES	\$15.15	\$0.00	HYBRID PAYROLL TAX
03/10/2025	VRS - Treasurer of Virgini	\$591.32	\$0.00	VRS
03/14/2025	HYBRID PAYROLL TAXES	\$56.12	\$0.00	HYBRID PAYROLL TAX
03/14/2025	HYBRID PAYROLL TAXES	\$45.20	\$0.00	HYBRID PAYROLL TAX
03/10/2025	VRS - Treasurer of Virgini	\$3,148.82	\$0.00	VRS
03/10/2025	VRS - Treasurer of Virgini	\$744.04	\$0.00	VRS
03/10/2025	VRS - Treasurer of Virgini	\$6,050.40	\$0.00	VRS
03/17/2025	STATE PAYROLL TAXES	\$0.00	\$396.00	STATE PAYROLL TAXES
03/17/2025	FEDERAL PAYROLL TAXE	\$0.00	\$2,340.37	FEDERAL PAYROLL TA
03/14/2025	HYBRID PAYROLL TAXES	\$0.00	\$189.29	HYBRID PAYROLL TAX
03/10/2025	VRS - Treasurer of Virgini	\$0.00	\$4,368.11	VRS
03/17/2025	FEDERAL PAYROLL TAXE	\$282.96	\$0.00	FEDERAL PAYROLL TA
03/17/2025	FEDERAL PAYROLL TAXE	\$1,209.78	\$0.00	FEDERAL PAYROLL TA
03/17/2025	FEDERAL PAYROLL TAXE	\$847.63	\$0.00	FEDERAL PAYROLL TA
03/17/2025	STATE PAYROLL TAXES	\$396.00	\$0.00	STATE PAYROLL TAXES
03/14/2025	HYBRID PAYROLL TAXES	\$66.75	\$0.00	HYBRID PAYROLL TAX
03/14/2025	HYBRID PAYROLL TAXES	\$30.43	\$0.00	HYBRID PAYROLL TAX
03/10/2025	VRS - Treasurer of Virgini	\$835.99	\$0.00	VRS
03/14/2025	HYBRID PAYROLL TAXES	\$33.28	\$0.00	HYBRID PAYROLL TAX
03/10/2025	VRS - Treasurer of Virgini	\$2,226.04	\$0.00	VRS
03/14/2025	HYBRID PAYROLL TAXES	\$13.18	\$0.00	HYBRID PAYROLL TAX
03/10/2025	VRS - Treasurer of Virgini	\$514.46	\$0.00	VRS
03/14/2025	HYBRID PAYROLL TAXES	\$25.36	\$0.00	HYBRID PAYROLL TAX
03/14/2025	HYBRID PAYROLL TAXES	\$20.29	\$0.00	HYBRID PAYROLL TAX
03/10/2025	VRS - Treasurer of Virgini	\$791.62	\$0.00	VRS
		\$31,728.50	\$31,728.50	

# TOWN OF SHENANDOAH TREASURER'S REPORT

March 21, 2025

GENERAL FUND		ACCOUNT BALANCE
	CHECKING ACCOUNT	\$ 405,927.41
	CHECKING ACCOUNT - ARPA FUNDS (MUSEUM BALANCE)	\$ -
	CHECKING ACCOUNT - ARPA FUNDS 2nd TRANCHE (INFRASTRUCTURE)	\$ 90,312.84
	CHECKING ACCOUNT - ARPA FUNDS 2nd TRANCHE (TRUCK BALANCE)	\$ 964.55
	CHECKING ACCOUNT - ARPA FUNDS 2nd TRANCHE (RAM TRUCK BALANCE)	\$ 146.49
	CAPITAL IMPROVEMENTS CHECKING ACCOUNT	\$ 83,754.52
	CDBG REVOLVING LOAN CERTIFICATE OF DEPOSIT-RESTRICTED (Pioneer)	\$ 11,797.27
	PAYROLL ACCOUNT - BRB	\$ 50.00
	CAPITAL IMPROVEMENTS CERTIFICATES OF DEPOSIT (Blue Ridge)	\$ 28,138.83
	CAPITAL IMPROVEMENTS CERTIFICATES OF DEPOSIT - RESERVED (Blue Ridge)	\$ 12,814.01
	CAPITAL IMPROVEMENTS CERTIFICATES OF DEPOSIT - RESERVED (Blue Ridge)	\$ 23,320.30
	GENERAL CERTIFICATES OF DEPOSIT	\$ -
UTILITY FUND		
	CHECKING ACCOUNT	\$ 167,365.59
	CHECKING ACCOUNT - ARPA FUNDS (NEW WELL BALANCE)	\$ 229.38
	CHECKING ACCOUNT - ARPA FUNDS 2nd TRANCHE (WATER/SEWER LINES BALANCE)	\$ 46,853.85
	CHECKING ACCOUNT - ARPA FUNDS 2nd TRANCHE (MARYLAND AVENUE SEWER LINE)	\$ -
	CHECKING ACCOUNT - ARPA FUNDS 2nd TRANCHE (NEW WELL)	\$ -
	WATER & SEWER EXISTING LINES REPLACEMENT ACCOUNT	\$ 40,908.01
	CAPITAL IMPROVEMENTS CHECKING ACCOUNT	\$ 187,219.45
	PAYROLL ACCOUNT - BRB	\$ 50.00
	CAPITAL IMPROVEMENTS CERTIFICATES OF DEPOSIT (Blue Ridge)	\$ 263,657.17
	CAPITAL IMPROVEMENTS CERTIFICATES OF DEPOSIT (Blue Ridge)	\$ 130,850.19
	CAPITAL IMPROVEMENTS CERTIFICATES OF DEPOSIT (Blue Ridge)	\$ 12,814.01
	CAPITAL IMPROVEMENTS CERTIFICATES OF DEPOSIT (Blue Ridge)	\$ 28,138.83
	BOND RETIREMENT CERTIFICATES OF DEPOSIT - RESERVED (Pioneer)	\$ 617,151.08
	<b>TOTAL OF ALL FUNDS</b>	<b>\$ 2,152,463.78</b>

Submitted by:  
Christl C. Huddle, Treasurer





**I have spoken to PACA and they are onboard with a Back-to-School-Bash event in Town. I would like to ask the Council for \$600.00 which normally would have gone to pay musicians for Music in the Park to go towards the Back-to-School-Bash. The \$600.00 would go towards pizza, water, smore's items, and school supplies.**

**Tentatively, the event will be on August 2, 2025 at the Shenandoah Landing & River Park from 5:30 p.m. to 8:00 p.m. with a rain date of August 9. This event is open to local Middle School and High School students. There will be free school supplies, food, and games for the students. PACA will help with the games and getting the word out at Page Middle School and Page High School.**

**I think it will be a great event for local children, and get them excited for the upcoming school year.**

**Lora Jenkins**

**Town of Shenandoah Events Coordinator**

**ANIMAL CONTROL  
SERVICES AGREEMENT BETWEEN THE COUNTY OF PAGE,  
VIRGINIA AND THE TOWN OF SHENANDOAH, VIRGINIA**

**THIS ANIMAL CONTROL SERVICES AGREEMENT**, hereinafter referred to as “Agreement”, dated this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between the County of Page, Virginia, hereinafter “the County,” and the Town of Shenandoah, Virginia, hereinafter “the Town.”

**WHEREAS**, the County, acting by and through the Page County Sheriff’s Department, provides animal control services for its citizens within its jurisdictional limits, pursuant to powers granted it by Title 3.2, Chapter 65, of the Code of Virginia (1950), as amended, as codified in Part II, Chapter 34 of the Code of the County of Page, Virginia; and

**WHEREAS**, the Town is desirous of having the County provide animal control services for its citizens within the corporate limits of the Town; and

**WHEREAS**, Section 15.2-1300, Code of Virginia (1950), as amended and Section 3.2-6555, Code of Virginia (1950), as amended, provides the authority for one jurisdiction to provide animal control services to another jurisdiction; and

**WHEREAS**, the County, acting through the Page County Sheriff’s Department, agrees to provide animal control services as requested by the Town and the Town consents to the enforcement of the County’s ordinances within the Town’s limits for this purpose; and

**WHEREAS**, the purpose of this Agreement is to memorialize the understanding between the parties hereto, setting forth the duties and responsibilities of each.

**WITNESSETH:**

**NOW, THEREFORE**, in consideration of the mutual covenants and promises and subject to the conditions set forth herein, the parties agree as follows:

**ARTICLE I. DEFINITIONS**

The following terms in the Agreement have the meanings set forth below unless the context otherwise requires:

**Animal** means any nonhuman vertebrae species, except fish, which the County is equipped to handle.

**Animal Control Services** means such services provided by the County including animal capture, animal pickup, arrangements for medical treatment of stray sick or injured companion animals and livestock, and animal transportation, including the administration incidental to such services, and enforcement of the animal laws set forth in the Town Ordinances, both criminal and civil in nature.

**Animal Control Officer** means an employee of the County who has been appointed as an animal control officer or deputy animal control officer pursuant to §3.2-6555 of the Code of Virginia, or any other agent or employee of the County, including employees of the Page County Sheriff's Department engaged in enforcement of animal protection and control laws.

**Applicable Law** means all applicable laws, ordinances, judgments, decrees, injunctions, writs and orders of any judicial or administrative tribunal, arbitrator or governmental agency or authority, and all rules, regulations, orders, interpretations, licenses and permits of the Town and County and any federal or state governmental body, instrumentality, agency or authority, specifically including Title 3.2, Chapter 65, Comprehensive Animal Care, of the Code of Virginia, (1950), Part II, Chapter 34 of the Code of the County of Page, Virginia, and Chapter 10 of the Code of the Town of Shenandoah, Virginia, all as amended.

**Commencement Date** of this Agreement means the date of adoption and execution by the jurisdictions hereto.

**Companion Animal** means any domestic or feral dog, domestic or feral cat, non-human primate, guinea pig, hamster, rabbit not raised for human food or fiber, exotic or native animal, reptile, exotic or native bird, or any feral animal or any animal under the care, custody, or ownership of a person or any animal that is bought, sold, traded or bartered by any person. No agricultural animal or game species, or animal actively involved in bona fide scientific or medical experimentation shall be considered a companion animal for the purpose of this agreement.

**Domestic Animal** means any animal which may be possessed and owned in accordance with applicable law, including but not limited to companion animals, livestock and poultry.

**Fiscal Year** means the annual accounting period from July 1 of one year to and including June 30 of the following year.

## **ARTICLE II. COUNTY RIGHTS AND OBLIGATIONS**

The County, acting by and through the Page County Sheriff's Department, agrees to provide the Town with Animal Control Services as follows:

(a) *Service Hours.* To provide routine Animal Control Services during normal business hours and emergency Animal Control Services after normal business hours every day of the week, including weekends and holidays in accordance with the terms set forth below.

(b) *Services.*

- (1) To provide Animal Control Services on a complaint basis, including routine patrols.
- (2) To transport and deliver Animals in its custody to the County's shelter for services.
- (3) To arrange for medical treatment by a licensed veterinarian for sick and injured animals in accordance with established County procedures.
- (4) To cooperate with Town employees, offices, officers, and officials including, but not limited to, the Town Attorney and the Police Department as needed, to properly investigate and enforce Applicable Law. The Animal Control Officer shall make

immediate notification to the Town Police of any confirmed incidents involving any animal that poses an immediate and direct health or safety risk to the public or companion animals.

- (5) To prepare and provide all reports required by applicable law, including, but not limited to, number of animals handled, number of animals field euthanized, number of complaints to which Animal Control Officers responded and the number of citations issued by Animal Control Officers. Specifically, Animal Control will provide the Town Police Department with a copy of its quarterly reports, as well as its monthly report to the Animal Advisory Committee. Such reports, however, will be based upon Countywide figures and will not be specific to the Town.
- (6) The Animal Control Officer shall meet with the Town Chief of Police on a bi-annual basis to discuss any and all issues related to their services to the Town or how the entities may better serve the community.

*(c) Staff and Equipment.*

- (1) To provide all Animal Control Services by sworn Animal Control Officers and Field Technicians as appropriate.
- (2) To require that all Animal Control Officers and Field Technicians wear appropriate uniforms and display proper identification and credentials required for the performance of their duties.
- (3) To provide all equipment necessary to conduct safe, efficient, and humane Animal Control Services.

*(d) Routine Animal Control Services and Hours of Operations.*

- (1) To provide routine Animal Control Services from 9:00 a.m. to 5:00 p.m., every day of the week, except holidays, for the enforcement of Applicable Law, as well as the following:
  - a. Animals causing a traffic hazard
  - b. Stray or non-owned injured/sick Companion Animals
  - c. Wildlife that poses a non-immediate threat to the public and/or Companion Animals.
  - d. Owner surrendered Animals, a non-priority response.

*(e) Emergency Animal Control Services.*

- (1) To provide emergency Animal Control Services after normal business hours and on holidays, in the following order of priority:
  - a) Animals that are at large and are attacking or chasing humans.
  - b) A human has had contact with a wild animal and the animal is still alive and present at the scene.

- c) A domestic animal that has had contact with a wild animal, when the wild animal is still alive and present at the scene.
- d) A suspected rabid animal has been reported present in a populated area.
- e) A stray companion animal has bitten a human.
- f) A suspected rabid animal has been reported present in a rural area.
- g) Dog chasing/attacking livestock.
- h) Report of a sick/injured stray domestic animal.
- i) Report of a wild animal that poses a threat (e.g. rabies) in the living area of a home.
- j) Dog attacking, or has attacked, other domestic animals.
- k) Human or domestic animal contact with a wild animal which has died.
- l) Assist law enforcement and fire-rescue personnel in the performance of their duties when an animal is involved (e.g., owner arrested, structure fire, automobile accident, executions or search warrant, etc.)
- m) Reports of animal cruelty or neglect that are life-threatening or pose an immediate threat to the animal's well-being.

(2) To respond to requests for emergency Animal Control Services within a reasonable time from receipt of such request to respond, as weather and traffic conditions allow and in consideration of the priority level of the request.

(f) *Animal Control Officer Performance.* To supervise Animal Control Officers and their standards of performance, discipline, and all other aspects of their activities in the execution of their responsibilities pursuant to this Agreement.

(g) *Contact Person.* To designate a person with whom communication can be made pursuant to this Agreement if other than the person listed in Article IV.

(h) *Enforcement.* All violations of law will be enforced under the County's then-existing Ordinances, unless circumstances or procedures require citation under the laws or ordinances of the Commonwealth, the Town or some other jurisdiction.

(i) *Disposition of fines, forfeitures and recoveries.* The County will be entitled to retain all fines, forfeitures and recoveries resulting from convictions in which the Animal Control Officer has provided Animal Control Services under this Agreement.

(j) *Liability.* When rendering Animal Control Services pursuant to this Agreement, the Animal Control Officer shall be an employee of the Page County Sheriff's Department acting within the scope of their employment. Accordingly, the workers' compensation and liability insurance policies maintained by the Page County Sheriff's Department will provide coverage for the Animal Control Officer when providing Animal Control Services to the Town.

### ARTICLE III. TOWN OBLIGATIONS

In addition to any other requirements contained herein, the Town agrees as follows:

- (a) *Emergency Service.* The Town Police Department shall contact the Page County Dispatch Center to request emergency Animal Control Services as defined in Article II(e).
- (b) *Routine Service.* For routine Animal Control Services during regular business hours, the Town Police Department shall contact the Page County Dispatch Center to request services. For routine Animal Control Services after regular business hours, the Town Police Department shall prepare a report of the incident and notify the Animal Control Officer during regular business hours.
- (c) *Performance and Service Quality Input-* To provide the County with input on the effectiveness of services provided.
- (d) *Contact Person.* To designate a person with whom communication is to be made pursuant to this Agreement if other than the person listed in Article IV.
- (e) *Remitting of fines, forfeitures and recoveries.* In any case in which the Animal Control Officer has provided Animal Control Services under this Agreement but the ensuing criminal or civil process has been brought under the Town's Ordinances, the fines, forfeitures and recoveries imposed shall be remitted by the Town to the County. Notwithstanding the foregoing, the Town shall retain prosecutorial discretion with respect to any enforcement action arising under the Town's Ordinances.
- (f) *Prosecution Expenses.* In any case in which the Animal Control Officer has provided Animal Control Services under this Agreement but the ensuing criminal or civil process has been brought under the Town's Ordinances, the Town Attorney will serve as prosecutor unless he has a conflict, in which event the County Attorney or the Commonwealth's Attorney will prosecute on behalf of the Town. Legal expenses incurred will be borne by the respective jurisdictions, as incurred.

### ARTICLE IV. NOTICES AND CONTACTS

Any notice required or permitted to be given under the Agreement shall be provided in writing by mailing first class postage or delivered in person and notice shall be effective upon such mailing or delivery.

- (a) Notices to the County required by this Agreement shall be provided to:

Amity Moler, County Administrator  
County of Page  
103 S. Court Street, Suite F

Animal Control Services Agreement

Luray, Virginia 22835

The primary daily contact person for purposes of this Agreement for the Animal Control Officer shall be the Page County Sheriff's Department.

- (b) Notices to the Town required by this Agreement, including the daily contact person, shall be provided to the Chief of Police for the Town of Shenandoah:

Paul Davis, Chief of Police  
Town of Shenandoah  
426 First Street  
Shenandoah, Virginia 22849

The primary daily contact person for purposes of this Agreement for the Town shall be the Town of Shenandoah Police Department.

#### **ARTICLE V. TERMS AND RENEWALS**

(a) The initial term of this Agreement shall begin on the Commencement Date and terminate on the last day of then-current fiscal year. Thereafter, the Agreement shall automatically renew on a Fiscal Year basis without further action by any party.

(b) Either party may give to the other party written notice of its intent not to renew for the next Fiscal Year term on or before April 1 of the then-current term.

(c) This Agreement is expressly contingent upon the Page County Sheriff's Department acting on behalf of the County as the Animal Control Officer. In the event the Page County Sheriff's Department no longer provides this service on behalf of the County, this Agreement shall immediately terminate and shall be of no further effect. The County and Town expressly agree that any Notice provided by the Page County Sheriff's Office to the County terminating its cooperation with the County shall constitute a Notice to the Town of such termination. The County shall take all reasonable steps to notify the Town promptly upon receipt of any such notice by the Page County Sheriff's Department.

#### **ARTICLE VI. TERMINATION**

Notwithstanding any other provisions contained herein, this Agreement may be terminated by either party, at any time, without cause, by providing written notice to the other party at least six (6) months prior to the intended date of termination.

#### **ARTICLE VII. EFFECTIVE DATE**

This Agreement shall become effective on the Commencement Date.

**In Witness Whereof** the parties have executed this Agreement, after having been first duly authorized, as of the date set forth on the first page of the Agreement.

**ATTEST:**

COUNTY OF PAGE

\_\_\_\_\_  
Amity Moler, County Administrator

**ATTEST:**

TOWN OF \_\_\_\_\_

\_\_\_\_\_  
Town Manager

**ATTEST:**

PAGE COUNTY SHERIFF'S DEPARTMENT

\_\_\_\_\_  
Chad Cubbage, Sheriff