



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

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 – April 08, 2025 – REGULAR TOWN COUNCIL MEETING

FORMAL SESSION COUNCIL CHAMBERS – 7 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Award Presentation: NONE
4. Receiving of Visitors: NONE
5. Approval of Meeting Minutes for: **Regular Meeting Minutes – March 25, 2025**
6. Approval of Combined Account Disbursements Warrants #42888-#42916 in the amount of \$142,749.39 dated, April 08, 2025.
7. Approval of Treasurer's Report 2,119,576.03
8. Correspondence
9. **Town Code Review-Duplexes, Review of Refuse, Review for Fences, Inoperable Vehicles, Prohibiting Livestock Animals.**
10. 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 25, 2025**

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

Council Members absent were: Mayor Clinton O. Lucas, Jr.; and Council Member I. Michael Lowe.

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

Citizens present were: Susie Comer, Hudson Nuckols, III, Jamie Nuckols, Christina Nuckols, Brittany Sutherland, and Theresa Warlitner.

Media Representatives: None

AWARD PRESENTATION

None during this period.

RECEIVING OF VISITORS

Theresa Warlitner spoke about her special companion, a three and a half year old Shit-zu named Rocky. She stated on April 16, 2025, Rocky was killed by another neighborhood dog on Sixth Street. Theresa Warlitner stated she was walking Rocky, on a leash, when he was attacked and killed by a neighborhood dog. She stated the neighborhood dog had managed to get out through a hole in the fence. Theresa Warlitner noted this was not the first time Rocky was attacked. She said there were three previous incidents by three other dogs. Theresa Warlitner wants to bring awareness to everyone to keep other dogs and people from being attacked, stating she wants justice for her dog Rocky.

Police Chief Paul Davis stated Page County Animal Control is handling the case and the owner of the dog will be charged.

MARCH 11, 2025 REGULAR MEETING MINUTES

A ***motion*** was made by Council Member Fox, ***seconded*** by Council Member Cave to approve the ***Regular Meeting Minutes*** held on March 11, 2025, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite	
Council Member Cave	NAY: None
Council Member Fox	
Council Member Haggett	
Council Member Reisinger	

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Clinton O. Lucas, Jr, and Council Member Lowe

VOTE: Unanimous in favor of motion

MARCH 11, 2025 JOINT PUBLIC HEARING MEETING MINUTES

A ***motion*** was made by Council Member Fox, ***seconded*** by Council Member Cave to approve the ***Joint Public Hearing Meeting Minutes*** held on March 11, 2025, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite	
Council Member Cave	NAY: None
Council Member Fox	
Council Member Haggett	
Council Member Reisinger	

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Clinton O. Lucas, Jr, and Council Member Lowe

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

A ***motion*** was made by Council Member Cave, ***seconded*** by Council Member Reisinger, to approve the bills, dated **March 25, 2025**, in the **Combined Accounts Disbursements Warrants #42848 - #42887** in the amount of **\$99,715.22** as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite	
Council Member Cave	NAY; None
Council Member Fox	

Council Member Haggett
Council Member Reisinger

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Clinton O. Lucas, Jr. and Council Member Lowe

VOTE: Unanimous in favor of motion

TREASURERS REPORT

A *motion* was made by Council Member Haggett, *seconded* by Council Member Fox, to approve the **March 21, 2025**, Treasurer's Report, submitted by Treasurer Christl Huddle, in the amount of **\$2,152,463.78** as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite

Council Member Cave

Council Member Fox

Council Member Haggett

Council Member Reisinger

NAY; None

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Clinton O. Lucas, Jr., and Council Member Lowe

VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1 – Vice Mayor Kite read the following Resolution of Respect for Rev. Pettus Hudson Nuckols, Jr:

RESOLUTION OF RESPECT FOR REV. PETTUS HUDSON NUCKOLS, JR SEPTEMBER 24, 1931 – FEBRUARY 9, 2025

WHEREAS, God in His Infinite Wisdom, has called from our midst Rev. Pettus Hudson Nuckols, Jr on February 9, 2025,

WHEREAS, Rev Pettus Hudson Nuckols, Jr. taught Sunday School class in the Fulton Mission Baptist and continued to volunteer mission work in Louisville, KY and with a prison ministry in North Carolina, and

WHEREAS, Rev. Pettus Hudson Nuckols, Jr. received his Bachelors of Science degree from Richmond Professional Institute, and

WHEREAS, He continued his education at Presbyterian School of Christian Education, and

WHEREAS, He also received his Bachelor of Divinity degree from Southeastern Baptist Theological Seminary, and

WHEREAS, He served at Dabney Baptist Church in Holton, ID, and

WHEREAS, He served as the longest serving Minister at Shenandoah Baptist Church for 48 years, and

BE IT RESOLVED, That the sympathy of the Mayor and Town Council is extended to his family in their great loss.

A *motion* was made by Council Member Reisinger, *seconded* by Council Member Haggett, to adopt the Resolution of Respect for Rev. Pettus Hudson Nuckols, Jr, as read.

Members Vote was as follows:

YEA: Vice Mayor Kite
Council Member Cave
Council Member Fox
Council Member Haggett
Council Member Reisinger

NAY: None

ABSTAIN: None

ABSENT: Mayor Clinton O. Lucas, Jr. and Council Member Lowe

VOTE: Unanimous in favor of motion

#2 – Received a note from Town of Shenandoah Museum and Welcome Center Curator, Lora Jenkins, regarding the Back to School Bash. She noted she spoke to PACA and they are on board with having this event in Town. Lora Jenkins asked Council for \$600.00, which normally would have gone to pay musicians for Music in the Park. She stated the funds would go towards pizza, water, smore's items, and school supplies. Lora Jenkins noted the event would tentatively be held 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. She added this event is open to local Middle School and High School students and there will be free school supplies, food, and games for the students. Lora Jenkins noted PACA will help with the games and getting the word out at Page Middle and Page County High Schools. She added she thinks this will be a great event for local children and get them excited for the upcoming school year.

Council Member Haggett spoke about having the event be open to the Elementary and Middle School students, not the Middle School and High School students.

The discussion was tabled until Lora Jenkins could find out if the event could be open to Elementary and Middle School students instead.

#3 – Received the Animal Control Agreement between Page County and the Town of Shenandoah. It was approved by the Board of Supervisors.

A ***motion*** was made by Council Member Haggett ***seconded*** by Council Member Cave, to allow Town Manager Charlie Jenkins to sign the Animal Control Agreement.

Members Vote was as follows:

YEA: Vice Mayor Kite

Council Member Cave

Council Member Fox

Council Member Haggett

Council Member Reisinger

NAY: None

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Clinton O. Lucas, Jr. and Council Member Lowe

VOTE: Unanimous in favor of motion

#4 - Town Manager Charlie Jenkins informed the Council the Town Charter was approved on March 21, 2025, by the General Assembly and the Governor. He added the Town Charter has been updated online.

#5 – Received a Memo from Town Manager Charlie Jenkins regarding paving work on Junior Avenue. He noted there are two pavement deteriorations near 801 Junior Avenue needing to be patched – a 10' x 18' wide area cut to repair a water lateral and a 25' x 18' wide area with pavement surface deterioration. Town Manager Charlie Jenkins noted two estimates had been received for this work. Perfect Parking submitted an estimate which includes repairs only (milling out the area around both failed locations, haul out millings, pave using SM9.5 Surface Mix, compact vibrate roll to compaction). Perfect Parking's estimate was \$7,500.00. Hensil Good and Sons Paving submitted an estimate which includes milling out 18' wide x 25' long patched area and pave back with 2.5" compressed to 2" and milling out an 18' wide x 10 area of crosscut and pave back with 2.5" compressed to 2" at a cost of \$2,800.00.

A ***motion*** was made by Council Member Fox ***seconded*** by Council Member Reisinger, to go with Hensil Good and Sons Paving for paving work needed on Junior Avenue in the amount of \$2,800.00.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite

Council Member Cave

Council Member Fox

Council Member Haggett

Council Member Reisinger

NAY: None

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Clinton O. Lucas, Jr. and Council Member Lowe

VOTE: Unanimous in favor of motion

#5 -Received a revised invoice from Highway Motors for the 1994 International Dump Truck on which the spot mirror cost was removed. The invoice does include repair of the rear motor mounts as well as a few miscellaneous fixes in the amount of \$2,222.70.

A ***motion*** was made by Council Member Fox ***seconded*** by Council Member Reisinger, to approve and pay the invoice from Highway Motors in the amount of \$2,222.70.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite

Council Member Cave

Council Member Fox

Council Member Haggett

Council Member Reisinger

NAY: None

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Clinton O. Lucas, Jr. and Council Member Lowe

VOTE: Unanimous in favor of motion

#6 – Council Member Fox noted during the last Council meeting an invoice was received from HIVAC for a sewer hose for the sewer machine and he had made a suggestion regarding another company having the hose for a lesser amount. He stated he was able to find a higher quality jet hose with UEMSI/HVT at a lower cost. Council Member Fox noted the company does have three options to choose from. He noted the options are a 400' hose for \$1,320.00, a 500' hose for \$1,650.00, or a 600' hose for \$1,980.00.

Town Manager Charlie Jenkins noted Public Works would like to get the 600' hose at a cost of \$1,980.00 due to wear and tear.

A ***motion*** was made by Council Member Reisinger, ***seconded*** by Council Member Fox to approve the purchase of a 600' sewer jet hose from UEMSI/HVT at a cost of \$1,980.00, which includes free shipping.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite

Council Member Cave

Council Member Fox

Council Member Haggett

Council Member Reisinger

NAY: None

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Clinton O. Lucas, Jr. and Council Member Lowe

VOTE: Unanimous in favor of motion

#7 – Town Manager Charlie Jenkins requested the Council’s approval to advertise for the Public Hearing - Budget Meeting scheduled for April 22, 2025.

A *motion* was made by Council Member Fox, *seconded* by Council Member Haggett, to approve advertising for the Public Hearing - Budget Proposal on April 22, 2025.

Members Vote was as follows:

YEA: Vice Mayor Kite

Council Member Cave

Council Member Fox

Council Member Haggett

Council Member Reisinger

NAY: None

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Clinton O. Lucas, Jr. and Council Member Lowe

VOTE: Unanimous in favor of motion

WATER AND SEWER

(Chair Kite, Councilmember Cave, and Councilmember Lowe)

Town Manager Charlie Jenkins spoke about a long term leak in the storm water drain at Mr. Garcia’s Mexican Grill. He noted the leak was hard to track and mentioned there could be more leaks in other areas nearby. Town Manager Charlie Jenkins stated most of the water lines are under the pavement and we will need to take caution where we dig to keep from digging up a majority of the pavement. He added a test dig was done, however, it didn’t find the right leak, noting we will continue to dig and find the major leak.

Council Member Fox mentioned to go in and replace the line.

Town Manager Charlie Jenkins stated the line could be replaced. He noted we could contact a company to bore under the pavement and put in three laterals for the three meters - one for Mr. Garcia’s, one for the old florist, and one for the office at the far end of the building. He added this lateral goes around the back side of the old Dollar store and extends all the way to the IGA main connection. Town Manager Charlie Jenkins noted this also runs under the concrete patio meters, next to the sidewalk. He added the building was developed in 1972.

Council Member Reisinger inquired about how much water is lost and if the leak could be the reason for the low water pressure.

Town Manager Charlie Jenkins stated approximately 10 to 20 gallons a minute and it could possibly be why there is low water pressure.

Town Manager Charlie Jenkins mentioned 24 new meters came in – noting they had been on back order for three months.

Council Member Fox mentioned the water meter near Columns Apartments and inquired if the water meter could be replaced with a manual water meter.

STREETS & PUBLIC PROPERTY

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

Councilmember Fox inquired about Autodealz and whether any progress had been made with moving the vehicles.

Town Manager Charlie Jenkins spoke with Paul Dovel and said Paul Dovel had a plan to get rid of some of the vehicles and put up a fence on the corner of Pocahontas Avenue.

Town Manager Charlie Jenkins informed Council he had also contacted Holly who handles the repairs at the dealership and asked for any updates.

Town Council inquired about Hunter Lucke's RV on Massanutten Avenue and if it had been towed.

Town Manager Charlie Jenkins stated Hunter Lucke is in the process of having it towed and as well as having the transmission fixed.

Council Member Fox inquired about Freeze's Apartments on the South side of Town and asking the owner to possibly clean up and repair.

POLICE, SAFETY & JUDICIAL

(Chair Kite, Councilmember Lowe, and Councilmember Reisinger)

Police Chief Paul Davis mentioned a burn ban notice will start on March 26, 2025, and will continue until further notice.

Council Member Haggett asked if Police Chief Paul Davis had spoken to the owner of the golf cart riding up Virginia Ave and Shenandoah Ave to the 7-11 with two children on the back.

Police Chief Paul Davis stated if anyone sees something suspicious, they should call the Sheriff's office. He noted dispatch calls are documented and the calls go through to the Police Officers on duty.

TAXATION & FINANCE

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

Chair Fox noted the 2025-2026 Budget increased by 0.3%.

PARKS & RECREATION

(Chair Haggett, Councilmember Lowe and Councilmember Reisinger)

Council Member Haggett mentioned planting some trees on Williams Avenue.

Town Council thanked Council Member Haggett for taking the time to decorate the Town with Easter decorations.

Council Member Fox inquired about the Welcome to Shenandoah sign.

Councilmember Haggett spoke about what could be done with the other Welcome to Shenandoah signs. She noted they could be replaced or redone at some point with different materials.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chair Cave, Councilmember Lowe and Councilmember Haggett)

Town Manager Charlie Jenkins stated that he spoke with the developers where the new business is going in at the old Pharmacy. He noted they will start the engineering and planning stages and the closing date will be June 14, 2025.

Council Member Haggett inquired if the new business will have any strain on the water pipes.

Town Manager Charlie Jenkins stated that the facility uses the building for processing and impact would be minimum.

COMMUNITY SERVICE

(Chair Kite, Councilmember Cave and Councilmember Haggett)

Chair Kite mentioned a house for the Community Enhancement Award on Warren Avenue.

PERSONNEL COMMITTEE

(Chair Reisinger Councilmember Cave, Councilmember Lowe and Councilmember Haggett)

None during this period.

UNFINISHED BUSINESS

None during this period.

NEW BUSINESS

None during this period.

TOWN MANAGER'S REPORT

Town Manager Charlie Jenkins spoke about two large pine trees in the alleyway on Trackside Lane. He noted homeowner Betty Armentrout is concerned the branches could fall onto the house and cause major damage, adding two additional residents asked if the trees could be taken down.

Town Council asked to get an estimate to cut and remove the trees.

Town Manager Charlie Jenkins mentioned he will get an estimate for removing the two trees.

Town Manager Charlie Jenkins mentioned the owner of 109 Kenesaw Avenue called about a fallen tree. The tree has fallen next to two buildings on railroad property.

Council Member Cave mentioned the Town should have the tree branches removed.

MAYOR'S REPORT

None during this period.

FOR THE GOOD OF THE TOWN

Brittaney Sutherland spoke about the resident that drives the golf cart around the Town. She had mentioned one of the children who was riding on the back of the golf cart fell off and was almost hit by a car. Brittaney Sutherland reported the incident to police multiple times.

Police Chief Paul Davis spoke about how important it is to call the dispatch number and not to phone the police or text message them. He stated there are times when the police can't answer phone calls or text messages. He added calling dispatchers is the best way to report an incident.

ADJOURN

There being no further discussion, a *motion* was made by Council Member Fox, *seconded* by Council Member Haggett, to adjourn the meeting at 8:20 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite
Council Member Cave
Council Member Fox
Council Member Haggett

NAY: None

Council Member Reisinger

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Clinton O. Lucas, Jr and Council Member Lowe

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Vice Mayor William Kite

Angela Schrimsher, Town Clerk

APPROVAL OF BILLS

**Council Meeting of April 8, 2025
General and Utility Disbursements
Warrants #42888 - #42916
In the amount of \$142,749.39**

**Checks Issued - \$110,867.67
Cash Disbursements - \$31,881.72**

**SUBMITTED BY:
Christl C. Huddle
Treasurer**

Check Listing

Date From: 3/22/2025 Date To: 4/4/2025
Vendor Range: A & B DEV OF SHENANDOAH, INC - ZUKOVSKY, TOM

Town of Shenandoah
04/03/2025 04:29 PM

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Check Number	Bank	Vendor	Date	Amount
42888	1	PAGE COUNTY CIRCUIT COURT	03/24/2025	\$50.00
Invoice: 2503241414329971466		Inv Date 03/28/2025	Due Date 03/24/2025	Amt: \$50.00
20-215-0000		Misc-Garnishment		\$50.00
Total Distributed:				\$50.00
42889	1	TOWN OF SHENANDOAH	03/24/2025	\$32,727.71
Invoice: PAYROLL TRANSFE 3/24/2025		Inv Date 03/24/2025	Due Date 03/24/2025	Amt: \$32,727.71
10-108-0100		PAYROLL TRANSFER		\$25,859.10
20-108-0100		PAYROLL TRANSFER		\$6,868.61
Total Distributed:				\$32,727.71
42890	1	VA CREDIT UNION, INC.	03/24/2025	\$220.00
Invoice: 2503241414329973967		Inv Date 03/28/2025	Due Date 03/24/2025	Amt: \$220.00
10-215-0000		Misc-VACU		\$120.00
20-215-0000		Misc-VACU		\$100.00
Total Distributed:				\$220.00
42891	1	AFLAC	03/27/2025	\$606.54
Invoice: 250310150822017331		Inv Date 03/14/2025	Due Date 03/27/2025	Amt: \$141.79
10-214-0100		Acc Ins		\$106.94
20-214-0100		Acc Ins		\$34.85
Total Distributed:				\$141.79
Invoice: 250310150822017332		Inv Date 03/14/2025	Due Date 03/27/2025	Amt: \$15.45
20-214-0200		Can Ins		\$15.45
Total Distributed:				\$15.45
Invoice: 250310150822017333		Inv Date 03/14/2025	Due Date 03/27/2025	Amt: \$40.77
10-214-0700		DISABILITY		\$35.50
20-214-0700		DISABILITY		\$5.27
Total Distributed:				\$40.77
Invoice: 250310150822017334		Inv Date 03/14/2025	Due Date 03/27/2025	Amt: \$47.26
10-214-0900		Hospital Ins		\$47.26
Total Distributed:				\$47.26
Invoice: 250310150822017335		Inv Date 03/14/2025	Due Date 03/27/2025	Amt: \$58.00
10-214-0600		Life Ins - Aflac		\$58.00
Total Distributed:				\$58.00
Invoice: 250324141432997331		Inv Date 03/28/2025	Due Date 03/27/2025	Amt: \$141.79
10-214-0100		Acc Ins		\$106.94
20-214-0100		Acc Ins		\$34.85

Check Listing

Date From: 3/22/2025 Date To: 4/4/2025
Vendor Range: A & B DEV OF SHENANDOAH, INC - ZUKOVSKY, TOM

Town of Shenandoah
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Check Number	Bank	Vendor	Date	Amount
			Total Distributed:	\$141.79
Invoice: 250324141432997332		Inv Date 03/28/2025	Due Date 03/27/2025	Amt: \$15.45
20-214-0200		Can Ins		\$15.45
			Total Distributed:	\$15.45
Invoice: 250324141432997333		Inv Date 03/28/2025	Due Date 03/27/2025	Amt: \$40.77
10-214-0700		DISABILITY		\$35.50
20-214-0700		DISABILITY		\$5.27
			Total Distributed:	\$40.77
Invoice: 250324141432997334		Inv Date 03/28/2025	Due Date 03/27/2025	Amt: \$47.26
10-214-0900		Hospital Ins		\$47.26
			Total Distributed:	\$47.26
Invoice: 250324141432997335		Inv Date 03/28/2025	Due Date 03/27/2025	Amt: \$58.00
10-214-0600		Life Ins - Aflac		\$58.00
			Total Distributed:	\$58.00
42892	1	CAPITAL IMPROVEMENTS ACCT	03/27/2025	\$5,000.00
Invoice: MARCH 2025		Inv Date 03/25/2025	Due Date 03/27/2025	Amt: \$5,000.00
10-105-0000		MONTHLY TRANSFER		\$2,500.00
20-105-0000		MONTHLY TRANSFER		\$2,500.00
			Total Distributed:	\$5,000.00
42893	1	FORTILINE INC.	03/27/2025	\$11,183.15
Invoice: 6729208		Inv Date 03/05/2025	Due Date 03/27/2025	Amt: \$7,874.15
20-990-0110		10TH ST WELL - VALVES/THROTTLE DEVICE/REPAIR ASS'Y		\$7,874.15
			Total Distributed:	\$7,874.15
Invoice: 3729175		Inv Date 03/05/2025	Due Date 03/27/2025	Amt: \$3,309.00
20-990-0110		12TH ST WELL - VALVE/THROTTLE DEVICE/REPAIR ASS'Y		\$3,309.00
			Total Distributed:	\$3,309.00
42894	1	HIGHWAY MOTORS INCORPORATED	03/27/2025	\$2,222.70
Invoice: 7023894		Inv Date 03/20/2025	Due Date 03/27/2025	Amt: \$2,222.70
10-608-0000		1994 INTL DUMP - REPLACE MOTOR MOUNTS		\$2,222.70
			Total Distributed:	\$2,222.70
42895	1	HOLTZMAN OIL CORP.	03/27/2025	\$643.26
Invoice: 3295721		Inv Date 03/06/2025	Due Date 03/27/2025	Amt: \$643.26

Check Listing

Date From: 3/22/2025 Date To: 4/4/2025
Vendor Range: A & B DEV OF SHENANDOAH, INC - ZUKOVSKY, TOM

Town of Shenandoah
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Check Number	Bank	Vendor	Date	Amount
10-606-0000		FUEL		\$214.42
20-809-0000		FUEL		\$214.42
20-909-0000		FUEL		\$214.42
Total Distributed:				\$643.26
42896	1	JR'S TIRE CENTER, INC	03/27/2025	\$40.00
Invoice: 258450		Inv Date 03/03/2025	Due Date 03/27/2025	Amt: \$40.00
10-608-0000		FLAT REPAIR- TRACTOR		\$40.00
Total Distributed:				\$40.00
42897	1	MOUNTAIN VALLEY HOME COMFORT INC.	03/27/2025	\$599.00
Invoice: 2025		Inv Date 03/05/2025	Due Date 03/27/2025	Amt: \$599.00
10-580-1000		HEAT PUMP SRVCE CONTACT - MUSEUM		\$599.00
Total Distributed:				\$599.00
42898	1	Pace Analytical Services, LLC	03/27/2025	\$210.60
Invoice: 2530591254		Inv Date 03/03/2025	Due Date 03/27/2025	Amt: \$70.20
20-908-0000		TESTING SERVICES		\$70.20
Total Distributed:				\$70.20
Invoice: 2530591449		Inv Date 03/04/2025	Due Date 03/27/2025	Amt: \$70.20
20-908-0000		TESTING SERVICES		\$70.20
Total Distributed:				\$70.20
Invoice: 2530592053		Inv Date 03/06/2025	Due Date 03/27/2025	Amt: \$70.20
20-908-0000		TESTING SERVICES		\$70.20
Total Distributed:				\$70.20
42899	1	PARTNERS 1ST FCU	03/27/2025	\$730.00
Invoice: 25032414143299716858		Inv Date 03/28/2025	Due Date 03/27/2025	Amt: \$730.00
10-215-0000		Misc-Partners 1st		\$730.00
Total Distributed:				\$730.00
42900	1	RACER'S FIRE EXTINGUISHER SERVICE, LLC	03/27/2025	\$695.00
Invoice: 31725		Inv Date 03/17/2025	Due Date 03/27/2025	Amt: \$545.00
10-874-0000		MAINTENANCE - TOWN HALL + SERVICE FEE		\$100.00
20-804-0000		FIRE EXTINGUISHER - CHLORINE STORAGE		\$365.60
20-807-0000		FIRE EXTINGUISHER - WATER HAULING STATION		\$79.40
Total Distributed:				\$545.00

Check Listing

Date From: 3/22/2025 Date To: 4/4/2025
Vendor Range: A & B DEV OF SHENANDOAH, INC - ZUKOVSKY, TOM

Town of Shenandoah
04/03/2025 04:29 PM

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Check Number	Bank	Vendor	Date	Amount
Invoice: 31025		Inv Date 03/10/2025	Due Date 03/27/2025	Amt: \$50.00
10-605-0000		MAINTENANCE - MAINT SHOP		\$50.00
Total Distributed:				\$50.00
Invoice: 031025		Inv Date 03/10/2025	Due Date 03/27/2025	Amt: \$50.00
10-717-0000		MAINTENANCE - POLICE		\$50.00
Total Distributed:				\$50.00
Invoice: 31025A		Inv Date 03/10/2025	Due Date 03/27/2025	Amt: \$50.00
20-904-0000		MAINTENANCE - SEWER PLANT		\$50.00
Total Distributed:				\$50.00
42901	1	WATER & SEWER LINES ACCT	03/27/2025	\$5,000.00
Invoice: MARCH 2025		Inv Date 03/25/2025	Due Date 03/27/2025	Amt: \$5,000.00
20-104-0000		REPLACING EXISTING WATER & SEWER		\$5,000.00
Total Distributed:				\$5,000.00
42902	1	FORTILINE INC.	04/03/2025	\$495.12
Invoice: 6818869		Inv Date 03/11/2025	Due Date 04/03/2025	Amt: \$495.12
10-604-0000		DRILL, CARBIDE CUTTER		\$495.12
Total Distributed:				\$495.12
42903	1	FRAZIER QUARRY, INC	04/03/2025	\$1,966.20
Invoice: 2871250315		Inv Date 03/15/2025	Due Date 04/03/2025	Amt: \$1,986.06
10-604-0000		STONE		\$552.18
20-559-0300		ARPA 2ND - 5TH ST SEWER - STONE		\$1,433.88
Total Distributed:				\$1,986.06
Credit Memo 2871250315CM		CM Date: 03/18/2025	Available: 04/03/2025	Amt: (\$19.86)
10-604-0000		2871250315CM		(\$5.52)
20-559-0300		2871250315CM		(\$14.34)
Total Distributed:				(\$19.86)
42904	1	HOLTZMAN OIL CORP.	04/03/2025	\$598.87
Invoice: 3321085		Inv Date 03/10/2025	Due Date 04/03/2025	Amt: \$598.87
10-706-0000		FUEL - POLICE		\$598.87
Total Distributed:				\$598.87
42905	1	MAY SUPPLY CO., INC.	04/03/2025	\$298.85
Invoice: 139342 01		Inv Date 02/27/2025	Due Date 04/03/2025	Amt: \$301.87
20-990-0110		NEW WELL - PVC		\$301.87
Total Distributed:				\$301.87

Check Listing

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Vendor Range: A & B DEV OF SHENANDOAH, INC - ZUKOVSKY, TOM

Town of Shenandoah
04/03/2025 04:29 PM

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Check Number	Bank	Vendor	Date	Amount
Credit Memo 139342 01CM		CM Date: 04/02/2025 Available: 04/03/2025	Amt:	(\$3.02)
20-990-0110		139342 01CM		(\$3.02)
Total Distributed:				(\$3.02)
42906	1	Pace Analytical Services, LLC	04/03/2025	\$162.50
Invoice: 2530592707		Inv Date 03/10/2025 Due Date 04/03/2025	Amt:	\$92.30
20-908-0000		TESTING SERVICES		\$92.30
Total Distributed:				\$92.30
Invoice: 2530592985		Inv Date 03/11/2025 Due Date 04/03/2025	Amt:	\$70.20
20-908-0000		TESTING SERVICES		\$70.20
Total Distributed:				\$70.20
42907	1	PAGE CO-OP FARM BUREAU INC	04/03/2025	\$134.40
Invoice: 226580		Inv Date 03/17/2025 Due Date 04/03/2025	Amt:	\$134.40
10-672-0000		DECK BOARDS		\$134.40
Total Distributed:				\$134.40
42908	1	ROCKINGHAM REDI-MIX, INC.	04/03/2025	\$463.00
Invoice: 763224		Inv Date 03/13/2025 Due Date 04/03/2025	Amt:	\$463.00
10-624-0000		VRIGINIA AVE - SIDEWALK		\$463.00
Total Distributed:				\$463.00
42909	1	U. S. POST OFFICE	04/03/2025	\$350.00
Invoice: 04152025		Inv Date 03/05/2025 Due Date 04/03/2025	Amt:	\$350.00
20-506-0000		PERMIT #8		\$350.00
Total Distributed:				\$350.00
42910	1	VA UTILITY PROTECTION SERVICE	04/03/2025	\$36.06
Invoice: 03250575		Inv Date 03/31/2025 Due Date 04/03/2025	Amt:	\$36.80
20-523-0000		TRANSMISSIONS		\$36.80
Total Distributed:				\$36.80
Credit Memo 03250575CM		CM Date: 04/02/2025 Available: 04/03/2025	Amt:	(\$0.74)
20-523-0000		03250575CM		(\$0.74)
Total Distributed:				(\$0.74)
42911	1	VACORP	04/03/2025	\$172.03
Invoice: MEMBER # 741 MA 3/25/2025		Inv Date 03/25/2025 Due Date 04/03/2025	Amt:	\$172.03
10-501-0500		HYBRID DISABILITY INSURANCE		\$14.14
10-580-0500		HYBRID DISABILITY INSURANCE		\$17.34
10-601-0500		HYBRID DISABILITY INSURANCE		\$64.19

Check Listing

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Town of Shenandoah
04/03/2025 04:29 PM

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Check Number	Bank	Vendor	Date	Amount
20-501-0500		HYBRID DISABILITY INSURANCE		\$38.07
20-801-0500		HYBRID DISABILITY INSURANCE		\$15.08
20-901-0500		HYBRID DISABILITY INSURANCE		\$23.21
Total Distributed:				\$172.03
42912	1	VALLEY CHEMICAL SOLUTIONS	04/03/2025	\$2,036.88
Invoice: INV0439886		Inv Date 03/10/2025	Due Date 04/03/2025	Amt: \$2,036.88
20-803-0000		PLANT CHEMICALS - WATER		\$255.96
20-903-0000		PLANT CHEMICALS		\$1,780.92
Total Distributed:				\$2,036.88
42913	1	VALLEY WELL & WATER SOLUTIONS, INC.	04/03/2025	\$18,747.94
Invoice: 032726J		Inv Date 03/27/2025	Due Date 04/03/2025	Amt: \$18,747.94
20-990-0100		TENTH ST WELL - REPLACE PUMP		\$18,747.94
Total Distributed:				\$18,747.94
42914	1	VECTOR SECURITY	04/03/2025	\$215.61
Invoice: 75666794		Inv Date 03/18/2025	Due Date 04/03/2025	Amt: \$215.61
20-822-0000		ALARM SYSTEMS AT 10TH ST WELL		\$57.35
20-822-0000		ALARM SYSTEMS AT 12TH ST WELL		\$53.71
20-822-0000		ALARM SYSTEMS AT TRENTON WELL		\$57.35
20-922-0000		ALARM SYSTEMS AT SEWER PLANT		\$47.20
Total Distributed:				\$215.61
42915	1	VIRGINIA RISK SHARING ASSOCIATION	04/03/2025	\$23,797.25
Invoice: QT-INV0602-03112025		Inv Date 03/11/2025	Due Date 04/03/2025	Amt: \$23,797.25
10-505-0000		QUARTERLY FY 2024-25		\$23,797.25
Total Distributed:				\$23,797.25
42916	1	PROTECTING THE PROTECTOR	04/03/2025	\$1,465.00
Invoice: 02 14 2025		Inv Date 02/14/2025	Due Date 04/03/2025	Amt: \$1,465.00
10-990-0200		BALLISTIC PANELS		\$1,465.00
Total Distributed:				\$1,465.00
29	Checks Totaling -			\$110,867.67

Check Listing

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Town of Shenandoah
04/03/2025 04:29 PM

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Check Number	Bank	Vendor	Date	Amount
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Totals By Fund

	Checks	Voids	Total
10	\$60,576.59		\$60,576.59
20	\$50,291.08		\$50,291.08
Totals:	\$110,867.67		\$110,867.67

CASH DISBURSEMENTS
GENERAL & UTILITY
MARCH 22 - APRIL 4, 2025

1 of 1

Trans Date	Trans Desc	Debit	Credit	Reference
04/01/2025	ANTHEM BLUE CROSS	\$0.00	\$16,124.00	ANTHEM
03/31/2025	STATE PAYROLL TAXES	\$0.00	\$1,230.00	STATE PAYROLL TAXES
03/31/2025	FEDERAL PAYROLL TAXE	\$0.00	\$7,821.16	FEDERAL PAYROLL TA
03/28/2025	HYBRID PAYROLL TAXES	\$0.00	\$260.75	HYBRID PAYROLL TAX
03/31/2025	FEDERAL PAYROLL TAXE	\$1,010.74	\$0.00	FEDERAL PAYROLL TA
03/31/2025	FEDERAL PAYROLL TAXE	\$4,321.96	\$0.00	FEDERAL PAYROLL TA
03/31/2025	FEDERAL PAYROLL TAXE	\$2,488.46	\$0.00	FEDERAL PAYROLL TA
03/31/2025	STATE PAYROLL TAXES	\$1,230.00	\$0.00	STATE PAYROLL TAXES
03/28/2025	HYBRID PAYROLL TAXES	\$48.29	\$0.00	HYBRID PAYROLL TAX
03/28/2025	HYBRID PAYROLL TAXES	\$83.63	\$0.00	HYBRID PAYROLL TAX
04/01/2025	ANTHEM BLUE CROSS	\$1,548.00	\$0.00	ANTHEM
03/28/2025	HYBRID PAYROLL TAXES	\$12.36	\$0.00	HYBRID PAYROLL TAX
04/01/2025	ANTHEM BLUE CROSS	\$14,576.00	\$0.00	ANTHEM
03/28/2025	HYBRID PAYROLL TAXES	\$15.15	\$0.00	HYBRID PAYROLL TAX
03/28/2025	HYBRID PAYROLL TAXES	\$56.12	\$0.00	HYBRID PAYROLL TAX
03/28/2025	HYBRID PAYROLL TAXES	\$45.20	\$0.00	HYBRID PAYROLL TAX
04/01/2025	ANTHEM BLUE CROSS	\$0.00	\$3,644.00	ANTHEM
03/31/2025	FEDERAL PAYROLL TAXE	\$0.00	\$2,233.52	FEDERAL PAYROLL TA
03/31/2025	STATE PAYROLL TAXES	\$0.00	\$379.00	STATE PAYROLL TAXES
03/28/2025	HYBRID PAYROLL TAXES	\$0.00	\$189.29	HYBRID PAYROLL TAX
03/31/2025	FEDERAL PAYROLL TAXE	\$274.96	\$0.00	FEDERAL PAYROLL TA
03/31/2025	FEDERAL PAYROLL TAXE	\$1,175.54	\$0.00	FEDERAL PAYROLL TA
03/31/2025	FEDERAL PAYROLL TAXE	\$783.02	\$0.00	FEDERAL PAYROLL TA
03/31/2025	STATE PAYROLL TAXES	\$379.00	\$0.00	STATE PAYROLL TAXES
03/28/2025	HYBRID PAYROLL TAXES	\$30.43	\$0.00	HYBRID PAYROLL TAX
03/28/2025	HYBRID PAYROLL TAXES	\$66.75	\$0.00	HYBRID PAYROLL TAX
03/28/2025	HYBRID PAYROLL TAXES	\$33.28	\$0.00	HYBRID PAYROLL TAX
04/01/2025	ANTHEM BLUE CROSS	\$3,644.00	\$0.00	ANTHEM
03/28/2025	HYBRID PAYROLL TAXES	\$13.18	\$0.00	HYBRID PAYROLL TAX
03/28/2025	HYBRID PAYROLL TAXES	\$25.36	\$0.00	HYBRID PAYROLL TAX
03/28/2025	HYBRID PAYROLL TAXES	\$20.29	\$0.00	HYBRID PAYROLL TAX
		\$31,881.72	\$31,881.72	

TOWN OF SHENANDOAH TREASURER'S REPORT

April 3, 2025

GENERAL FUND		ACCOUNT BALANCE
	CHECKING ACCOUNT	\$ 375,338.91
	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	\$ 86,254.52
	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	\$ 156,715.26
	CHECKING ACCOUNT - ARPA FUNDS (NEW WELL BALANCE)	\$ -
	CHECKING ACCOUNT - ARPA FUNDS 2nd TRANCHE (WATER/SEWER LINES BALANCE)	\$ 45,434.31
	CHECKING ACCOUNT - ARPA FUNDS 2nd TRANCHE (MARYLAND AVENUE SEWER LINE)	\$ -
	CHECKING ACCOUNT - ARPA FUNDS 2nd TRANCHE (NEW WELL)	\$ -
	WATER & SEWER EXISTING LINES REPLACEMENT ACCOUNT	\$ 45,908.01
	CAPITAL IMPROVEMENTS CHECKING ACCOUNT	\$ 189,719.45
	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
	TOTAL OF ALL FUNDS	\$ 2,119,576.03

Submitted by:
Christl C. Huddle, Treasurer

4/3/2025

ARPA 2nd Tranche Funds Summary

Balances remaining

<u>Project</u>	<u>Amount</u>
Water & Sewer Lines	\$ 45,434.31
Maryland Avenue Sewer	\$ -
New Well from ARPA 2nd	\$ -
Chevy Truck	\$ 964.55
Ram Truck	\$ 146.49
Infrastructure	<u>\$ 90,312.84</u>
OBLIGATED BUT NOT SPENT	\$ 136,858.19
BALANCE NOT YET OBLIGATED	<u>\$ -</u>
BALANCE OF REMAINING ARPA 2ND TRANCHE	\$ 136,858.19

From ARPA 1st Tranche funds:

Designated for New Well	\$ (69.47)	* ACTUAL Change order for
TOTAL AVAILABLE FUNDS FOR		well house was \$4,400, not \$5,200
NEW WELL	\$ (69.47)	

Activity Log Event Summary (Cumulative Totals)

Shenandoah Police Department
(03/01/2025 - 03/31/2025)

<No Event Type Specified>	4	911 Accidental Dial	4
911 Hang-up	4	911 Open Line	1
Administrative Duties	33	Alarm Activation	1
Animal Bite	1	Animal Complaint	6
Arrest	3	Assault	2
Assist Another SPD Officer	11	Assist Maintenance	1
Assist Other Department	4	Assist Page County	21
Assist Rescue Squad	3	Assist State Police	1
BOL	4	Business Interaction	11
Call Complainant	22	Child Custody	1
Civil Dispute	7	Civil Issue	5
Community Interaction	42	Consensual Encounter	1
Deliver Council Packets	17	Disabled Vehicle	1
Disorderly Conduct	8	Domestic	6
Domestic Violence Packet Delivered to Victim	2	ECO Transport	1
ECO/Mental Subject	5	Escort	1
Explosion	1	Extra Patrol	15
Follow Up Investigation	4	Foot Patrol	27
Harassment	1	Investigation	52
Juvenile Issue	5	K-9 Free Air Sniff	4
Larceny	2	Meet Complainant	18
Meeting	5	Narcotics Violations	1
Noise Complaint	1	Paper Service	6
Parking Violations	1	Police Service	66
Property Check	351	Property Damage	1
Prowler	1	Public Service	17
Pursuit	3	Ride by Property Check	368
Stationary Radar	41	Summons Issued	48
Suspicious Activity	7	Suspicious Person	3
Suspicious Vehicle	2	Temporary Detention Order	1
Threats	2	Traffic Complaint	4
Traffic Control	2	Traffic Crash	4
Traffic Stop	83	Training	9

Activity Log Vehicle Summary

Shenandoah Police Department

(03/01/2025 - 03/31/2025)

Vehicle Number:	Vehicle Description:	Miles Driven:	Gas Used:	Mileage:
V600	2023 Durango Vin 8019	274.0	10.0	7,131
V601	2020 Chevrolet Tahoe	550.0	54.0	48,130
V602	2020 Ford Explorer Vin 7911	540.0	50.0	20,581
V603	2021 Dodge Charger Vin 3366	1,355.0	122.2	32,375
V604	2017 Ford Explorer	720.0	43.2	62,321
V605	2020 Ford Explorer 7910	738.0	50.0	45,705
V606	2023 Charger Vin 3851			9,489
V607	2016 Charger Spare	123.0	39.0	8,293
Vehicles:	8	Totals:	4,300.0	368.4

Activity Log Event Summary (Cumulative Totals)

Shenandoah Police Department
(03/01/2025 - 03/31/2025)

Transport	1	Trespassing	2
Vehicle Maintenance	3	Vehicle Theft	1
Warning	27	Warrant Service	1
Welfare Check	3	Wildlife Complaint	1

Total Number of Events: 1,429

Felony: 0

Misdemeanor: 8

Summons: 53



Town of Shenandoah Museum, Welcome Center & Covid Information
507 First Street Shenandoah, VA 22849
540-652-8773
ljenkins@townofshenandoah.com

There were 213 visitors to the Museum in March. This includes the 52 who attended the Irish Music on March 5.

David Knighting, a teacher at Page County High School, came in with 6 students on March 21 and the students completed a scavenger hunt form that David had made.

The quilt raffle continues, so far it has made \$369.00 for the Museum. The drawing will be on May 16th.

Lora Jenkins

Museum Curator

Page County High School
After Prom
Thank you Card

Thank you for your support
of PCHS After Prom! We greatly
appreciate your support!

Thank You PCHS After-Prom
Committee

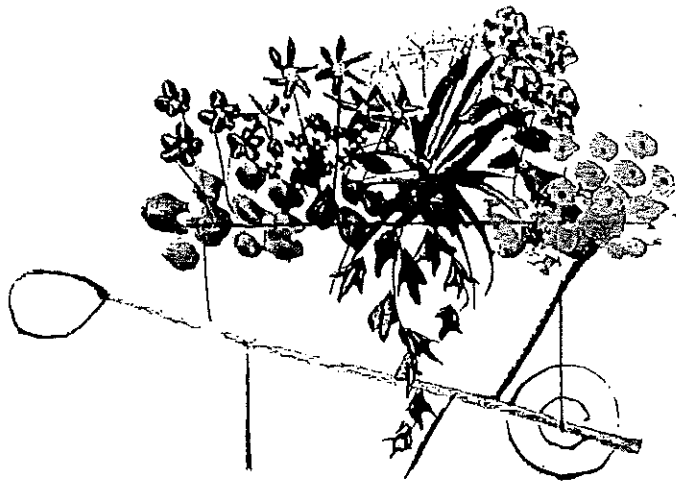
THANK
YOU

Thank you Card
From: Nuckol's Family

Dear Mayor Lucas & Council Members

Thank you so much for the
resolution honoring Dad and for
the donation of Bibles in his name.
It means a great deal to have
this recognition from the community
he loved.

Christina, Ashley, Jamil
Breanna, Christian, Delea & Joshua

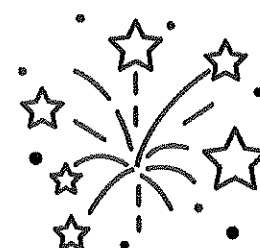




Town of Shenandoah 2025 Memorial Festival Events



Saturday, May 3:
Memorial Festival Pageant
Page County High School 11:00 a.m.



Friday, May 23rd:
SVFC 70 Food/Games/Music Carnival Grounds 4:00 p.m. -9:30 p.m.
Steamed Shrimp Shenandoah Moose 5:00 p.m.-7:00 p.m.
Cruz-in First Street 6:00 p.m.-9:00 p.m.
Flag Retirement Veterans Park 7:00 p.m.-8:30 p.m.

Saturday, May 24th:
Yard and Bake Sale Shenandoah Pentecostal Holiness Church 8 a.m. - 1:00 p.m.
Yard Sale/Crafts/Vendors/Food KVK 9:00 a.m. - 4:00 p.m.
Petting Zoo River Park 9:00 a.m.-3:00 p.m.
Car/Truck/Tractor Show KVK 10:00 a.m.-3:00 p.m.
Memorial Walk VFW 10:00 a.m.
Memorial Service VFW 10:15 a.m. - 11 a.m.
Book Sale Shenandoah Community Library 10 a.m. - 2 p.m.
Children's Parade River Park 1:00 p.m.
Car and Truck Cavalcade leave KVK 3:30 p.m.
Parade 4:00 p.m. **Grand Marshal Bobby Comer, Sr.**
SVFC 70 Food/Games/Music Carnival Grounds 4:00 p.m. -9:30 p.m.

MEMO

Town Code review for Duplexes

April 3, 2025

Mayor and Town Council

Town Code Zoning Section 50-### currently has no section for Duplexes. Please decide if you want to include a Duplex section that will define the lot requirements like the Townhouse section 50-107.

Should there be any questions, or you require additional information, please do not hesitate to contact me.

Sincerely,

Charles E Jenkins
Town Manager

MEMO

Town Policy Review for Refuse

April 3, 2025

Mayor and Town Council

Town Code Section 54-48 notes that the Town can charge for refuse collection and through Policy sets the rate for residential for 1 trash bin and for commercial as 2 trash bins.

Currently Churches fall under the commercial classification of 2 bins and I would like to change this to 1 bin. Many Churches have limited amount of trash weekly and requiring 2 bins for them is not necessary. A church may still retain 2 bins if they desire.

Should there be any questions, or you require additional information, please do not hesitate to contact me.

Sincerely,

Charles E Jenkins
Town Manager

MEMO

Town Code Review for Fences

April 3, 2025

Mayor and Town Council

After reviewing Town Code Section 50-101 for fences, the code needs to be revised to include Commercial Zoning.

1. What height do you want to set as a limit for commercial zoning?
2. Do you want to revise the residential limit of 6'?

Since this is a Zoning revision, the change will need to be advertised for public notice.

Should there be any questions, or you require additional information, please do not hesitate to contact me.

Sincerely,

Charles E Jenkins
Town Manager

DRAFT

- (a) No fragile, readily flammable material such as paper, cloth or canvas shall constitute a part of any fence, nor shall any such material be employed as an adjunct or supplement to any fence.
- (b) No fence shall be constructed within a street right-of-way.
- (c) Fences shall not exceed a height of six feet as measured from the topmost point thereof to the ground or surface in a residential zone. *
- (d) Fences surrounding industrial sites, public playgrounds, institutions or schools may not exceed a height of 14 feet.

(Ord. of 6-11-1996, § 23-16)

* Need option for commercial

MEMO

Town Code Review for Inoperable Vehicles

April 2, 2025

Mayor and Town Council

After reviewing Town Code Section 66-77, we are faced with several legal hurdles to cross in identifying what an Inoperable Vehicle is, what constitutes Shielded from View, and what penalties can be levied against the owner.

Please review the State Code 15.2-904 and compare the wording to Town Code:

1. The State clearly identifies what an inoperable vehicle is in Section "A" by stating that it can meet *one* of the conditions outlined in (i), (ii), (iii).
 - a. Town code Section "A" language needs to be updated to clearly define that the term of inoperable vehicles can be *one* of the conditions noted.
 - b. Does the Town want to set the number of inoperable vehicles a person can have?
2. The State defines what "shielded from view" means in Section "E".
 - a. The Town's previous policy on this was to allow tarps or other items to suffice as shielded from view. This needs to be revised to either follow the state, or to note that it must be a fitted vehicle cover kept in good condition. Other localities have added the term "as viewed from the street".
3. Please review Section "C" and "D" and 15.2-2209 of the state code and determine what civil penalty should be imposed.

Should there be any questions, or you require additional information, please do not hesitate to contact me.

Sincerely,



Charles E Jenkins
Town Manager

Sec. 66-77. - Inoperable motor vehicles on residential property.

- (a) As used in this section, the term "inoperable motor vehicle" means any motor vehicle which is not in operating condition or which, for a period of 60 days or longer, has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle or on which there are displayed neither valid license plates nor a valid inspection decal.
- (b) It shall be unlawful for any person to keep, except within a fully enclosed building or structure or otherwise shielded or screened from view, on any property zoned for residential or commercial or agricultural purposes, any motor vehicle, trailer or semitrailer, as such are defined in Code of Virginia, § 46.2-100, which is inoperable. However, this section shall not apply to a licensed business which on June 26, 1970, is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor.
- (c) The owners of property zoned for residential, commercial or agricultural purposes shall, within ten days from the notification of the town to do so, remove therefrom any such inoperable motor vehicles, trailers or semitrailers that are not kept within a fully enclosed building or structure.
- (d) The town, through its own agents or employees, may remove any such inoperable motor vehicles, trailers or semitrailers, whenever the owner of the premises, after reasonable notice, has failed to do so.
- (e) If the town, through its own agents or employees, removes any such motor vehicles, trailers or semitrailers, after having given such notice, the town may dispose of such motor vehicles, trailers or semitrailers after giving ten days' additional notice to the owner of the vehicle.
- (f) The cost of any such removal and disposal shall be chargeable to the owner of the vehicle or premises and may be collected by the town as taxes are collected.
- (g) Every cost authorized by this section with which the owner of the premises has been assessed shall constitute a lien against the property from which the vehicle was removed, the lien to continue until actual payment of such costs has been made to the town.

(Code 1992, § 11-67)

State Law reference— Authority for above section, Code of Virginia, § 15.2-904; ordinances taxing and regulating automobile graveyards and junkyards, Code of Virginia, § 15.2-903; junkyards, Code of Virginia, § 33.1-348; immobilized and unattended vehicles, Code of Virginia, § 46.2-1209 et seq.; leaving vehicles on private property, removal, Code of Virginia, § 46.2-1215.

STATE

Code of Virginia

§ 15.2-904. Authority to restrict keeping of inoperable motor vehicles, etc., on residential or commercial property; removal of such vehicles; penalty.

A. Any locality may, by ordinance, provide that it shall be unlawful for any person to keep, except within a fully enclosed building or structure or otherwise shielded or screened from view, on any property zoned for residential or commercial or agricultural purposes any motor vehicle, trailer or semitrailer, as such are defined in § 46.2-100, which is inoperable. Any locality in addition may, by ordinance, limit the number of inoperable motor vehicles which any person may keep outside of a fully enclosed building or structure, but which are shielded or screened from view by covers. As used in this section, an "inoperable motor vehicle" may, at the election of the locality, mean any one or more of the following: (i) any motor vehicle which is not in operating condition; (ii) any motor vehicle which for a period of 60 days or longer has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle; or (iii) any motor vehicle on which there are displayed neither valid license plates nor a valid inspection decal. However, the provisions of this section shall not apply to a licensed business which on June 26, 1970, is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor.

B. Any locality may, by ordinance, further provide that: (i) the owners of property zoned for residential, commercial or agricultural purposes shall, at such time or times as the locality prescribes, remove therefrom any such inoperable motor vehicles, trailers or semitrailers that are not kept within a fully enclosed building or structure; (ii) such locality through its own agents or employees may remove any such inoperable motor vehicles, trailers or semitrailers, whenever the owner of the premises, after reasonable notice, has failed to do so; (iii) in the event such locality, through its own agents or employees, removes any such motor vehicles, trailers or semitrailers, after having given such reasonable notice, such locality may dispose of such motor vehicles, trailers or semitrailers after giving additional notice to the owner of the vehicle; (iv) the cost of any such removal and disposal shall be chargeable to the owner of the vehicle or premises and may be collected by the locality as taxes are collected; and (v) every cost authorized by this section with which the owner of the premises has been assessed shall constitute a lien against the property from which the vehicle was removed, the lien to continue until actual payment of such costs has been made to the locality. Notwithstanding the other provisions of this subsection, if the owner of such vehicle can demonstrate that he is actively restoring or repairing the vehicle, and if it is shielded or screened from view, the vehicle and one additional inoperative motor vehicle that is shielded or screened from view and being used for the restoration or repair may remain on the property.

C. The governing body of any locality may by ordinance provide that violations of this section shall be subject to a civil penalty, which may be imposed in accordance with the provisions of § 15.2-2209.

D. Except as provided in this subsection, adoption of an ordinance pursuant to subsection C shall be in lieu of criminal penalties and shall preclude prosecution of such violation as a misdemeanor. The governing body of any locality may, however, by ordinance provide that such violations shall be a Class 3 misdemeanor in the event three civil penalties have previously been imposed on the same defendant for the same or similar violation, not arising from the same set of operative facts, within a 24-month period. Classifying such subsequent violations as criminal offenses shall preclude the imposition of civil penalties for the same violation.

E. As used in this section, notwithstanding any other provision of law, general or special, "shielded or screened from view" means not visible by someone standing at ground level from outside of the property on which the subject vehicle is located.

§ 15.2-2209. Civil penalties for violations of zoning ordinance.

Notwithstanding subdivision A 5 of § 15.2-2286, any locality may adopt an ordinance which establishes a uniform schedule of civil penalties for violations of specified provisions of the zoning ordinance. The schedule of offenses shall not include any zoning violation resulting in injury to any persons, and the existence of a civil penalty shall not preclude action by the zoning administrator under subdivision A 4 of § 15.2-2286 or action by the governing body under § 15.2-2208.

This schedule of civil penalties shall be uniform for each type of specified violation, and the penalty for any one violation shall be a civil penalty of not more than \$200 for the initial summons and not more than \$500 for each additional summons. Each day during which the violation is found to have existed shall constitute a separate offense. However, specified violations arising from the same operative set of facts shall not be charged more frequently than once in any 10-day period, and a series of specified violations arising from the same operative set of facts shall not result in civil penalties which exceed a total of \$5,000. Designation of a particular zoning ordinance violation for a civil penalty pursuant to this section shall be in lieu of criminal sanctions, and except for any violation resulting in injury to persons, such designation shall preclude the prosecution of a violation as a criminal misdemeanor, provided, however, that when such civil penalties total \$5,000 or more, the violation may be prosecuted as a criminal misdemeanor.

The zoning administrator or his deputy may issue a civil summons as provided by law for a scheduled violation. Any person summoned or issued a ticket for a scheduled violation may make an appearance in person or in writing by mail to the department of finance or the treasurer of the locality prior to the date fixed for trial in court. Any person so appearing may enter a waiver of trial, admit liability, and pay the civil penalty established for the offense charged. Such persons shall be informed of their right to stand trial and that a signature to an admission of liability will have the same force and effect as a judgment of court.

If a person charged with a scheduled violation does not elect to enter a waiver of trial and admit liability, the violation shall be tried in the general district court in the same manner and with the same right of appeal as provided for by law. In any trial for a scheduled violation authorized by this section, it shall be the burden of the locality to show the liability of the violator by a preponderance of the evidence. If the violation remains uncorrected at the time of the admission of liability or finding of liability, the court may order the violator to abate or remedy the violation in order to comply with the zoning ordinance. Except as otherwise provided by the court for good cause shown, any such violator shall abate or remedy the violation within a period of time as determined by the court, but not later than six months of the date of admission of liability or finding of liability. Each day during which the violation continues after the court-ordered abatement period has ended shall constitute a separate offense. An admission of liability or finding of liability shall not be a criminal conviction for any purpose.

No provision herein shall be construed to allow the imposition of civil penalties (i) for activities related to land development or (ii) for violation of any provision of a local zoning ordinance relating to the posting of signs on public property or public rights-of-way

MEMO

Town Code Review for Prohibiting Livestock Animals

April 3, 2025

Mayor and Town Council

After reviewing Town Code Section 10-1 to 10-8, several sections need to be revised to update wording and intent.

1. Section 10-1 updated to cover any animal or fowl and insert exotic/poisonous clause.
2. Section 10-2 updated for wording change to "Livestock" and "Fowl".
3. Section 10-3 updated for wording change to "Livestock" and "Fowl".
4. Section 10-8 Section C removed
5. Section 10-9 added

Should there be any questions, or you require additional information, please do not hesitate to contact me.

Sincerely,

Charles E Jenkins
Town Manager

ARTICLE I. - IN GENERAL

Sec. 10-1. - Certain animals, poultry and fowl running at large.

Aside from the provisions in Article II of this chapter, pertaining to dogs and cats, it shall be unlawful for any person owning, harboring or having in his charge or custody any hog, sheep, mule, horse, pony, donkey, goat or other like animal or any poultry or fowl to permit or suffer any such animal, poultry or fowl to run at large within the town. In the event any exotic or poisonous animal is located, captured, or otherwise disposed of by animal control or other law enforcement or agents of the town, the owner or owners of such animal shall pay a fee to cover the town's cost of such animal control action.

State Law reference— Authority of town to prohibit the running at large of animals and fowl, Code of Virginia, § 3.2-65443.1-796.94:1.

Sec. 10-2. - Certain animals and fowl prohibited.

- (a) It shall be unlawful for any person to keep any horse, mule, donkey, pony, cattle, swine, chicken, duck, turkey, goat or sheep livestock or fowl in the town. For the purposes of this Chapter, the definition of livestock is the definition of that term provided in Virginia Code § 3.2-6500, as may be amended. For the purposes of this Chapter, "fowl" includes all chickens, ducks, turkeys, or other domestic fowl, but shall not include any domesticated bird kept in a cage or enclosure inside of a dwelling as a pet, such as parakeet or songbird.
- (b) Subsection (a) of this section shall not apply to the owner of any such animal-livestock or fowl who lawfully had such animal-livestock or fowl in the town on or before May 28, 1974[insert date of adoption]. However, if such animal-livestock or fowl is not maintained within the town for a period of 30 days, this section shall also be applicable to such owner.

Sec. 10-3. - Construction, alteration and enlargement of pens, coops, structures and enclosures.

It shall be unlawful for any person within the town to erect, construct, install, alter or enlarge any pen, coop or other structure or to set off or enclose any place for the purpose of maintaining any hog, livestock or fowl or poultry. Pens, coops, structures and enclosures lawfully existing and in use on February 25, 1992, [insert date of adoption] for the maintenance of fowl or poultry shall thereafter be maintained in conformity with section 10-4.

Sec. 10-4. - Maintenance of pens, coops, structures and enclosures.

Each person owning or having the custody or control of an animal or fowl within the town shall provide therefor a suitable pen, coop or other enclosure or place of habitation. It shall be his duty to maintain such place at all times in a safe, clean and sanitary condition, free of excrement and other unsanitary or offensive substances, liquids or odors, and so as not to constitute a hazard to the health or safety of any person or to become a nuisance.

Sec. 10-5. - Location of stables.

Draft

There shall not be erected within 150 feet of any dwelling any stable of any description without the consent in writing of all adjacent landowners and the town council.

Sec. 10-6. - Cruelty to animals; penalty.

- (a) For the purposes of this section, the word "animal" shall be construed to include birds and fowl.
- (b) Any person shall be guilty of a class 1 misdemeanor if the person:
 - (1) Overrides, overdrives, overloads, tortures, ill-treats, abandons, willfully inflicts inhumane injury or pain not connected with bona fide scientific or medical experimentation, or cruelly or unnecessarily beats, maims, mutilates, or kills any animal, whether belonging to himself or another;
 - (2) Deprives any animal of necessary food, drink, shelter or emergency veterinary treatment;
 - (3) Willfully sets on foot, instigates, engages in, or in any way furthers any act of cruelty to any animal;
 - (4) Carries or causes to be carried in or upon any vehicle, vessel or otherwise any animal in a cruel, brutal, or inhumane manner, so as to produce torture or unnecessary suffering; or
 - (5) Causes any of the things stated in this subsection or, being the owner of such animal, permits such acts to be done by another.
- (c) Any person who abandons any dog, cat or other domesticated animal in any public place, including the right-of-way of any public highway, road or street or on the property of another, shall be guilty of a class 3 misdemeanor.
- (d) Nothing in this section shall be construed to prohibit the dehorning of cattle.
- (e) This section shall not prohibit authorized wildlife management activities or hunting, fishing or trapping as regulated under the Code of Virginia, including but not limited to Code of Virginia, title 29.1, or to farming activities as provided under Code of Virginia, title 3.1, or regulations promulgated thereto.
- (f) In addition to the penalties provided in subsection (b) of this section, the court may, in its discretion, require any person convicted of a violation of subsection (b) of this section to attend an anger management or other appropriate treatment program or obtain psychiatric or psychological counseling. The court may impose the costs of such a program or counseling upon the person convicted.
- (g) It is unlawful for any person to kill a domestic dog or cat for the purpose of obtaining the hide, fur or pelt of the dog or cat. A violation of this subsection shall constitute a class 1 misdemeanor.

State Law reference— Similar provisions, Code of Virginia, § 3.1-796.122 et seq.

Sec. 10-7. - Burial or cremation after death.

- (a) When the owner of any animal or grown fowl which has died knows of such death, such owner shall forthwith have its body cremated or buried. If he fails to do so, any judge of a general district court, after notice to the owner if he can be ascertained, shall cause any such dead animal or fowl to be cremated or buried by an officer or other person designated for the purpose. Such officer or other person shall be entitled to recover from the owner of every such animal so cremated or buried the actual cost of the cremation or burial, not to exceed \$75.00, and of the owner of every such fowl so cremated or buried the actual cost of the cremation or burial, not to exceed \$75.00, to be recovered in the same manner as officers' fees are recovered, free from all exemptions in favor of such owner. Any person violating this subsection shall be guilty of a class 4 misdemeanor.

Draft

- (b) Nothing in this section shall be deemed to require the burial or cremation of the whole or portions of any animal or fowl which is to be used for food or in any commercial manner.

State Law reference— Similar provisions, Code of Virginia, § 18.2-510; disposal of dead companion animals, Code of Virginia, § 3.1-796.121; violation of same, Code of Virginia, § 18.2-403.3(3).

Sec. 10-8. - Kennels.

- (a) As used in this section, the word "kennel" means any premises on which are housed, boarded or harbored more than four animals that are more than six months of age.
- (b) Kennels are prohibited in the town.
- (c) ~~This section shall not apply to:~~
- ~~(1) Kennels in existence on February 25, 1992.~~
 - ~~(2) Any facility licensed to house, board or harbor animals.~~

Sec. 10-9. – Enforcement and Penalties.

Except as otherwise specifically provided, any person who shall violate any provisions of this Article shall be guilty of a class 4 misdemeanor. In addition to or as part of enforcement of this Article, the town may seek an injunction or any other remedy authorized by law. The imposition of a fine or penalty for any violation of, or noncompliance with, this article shall not excuse the violation or noncompliance to continue, and all such persons shall be required to correct or remedy such violations or noncompliance.

Secs. 10-~~109~~—10-35. - Reserved.

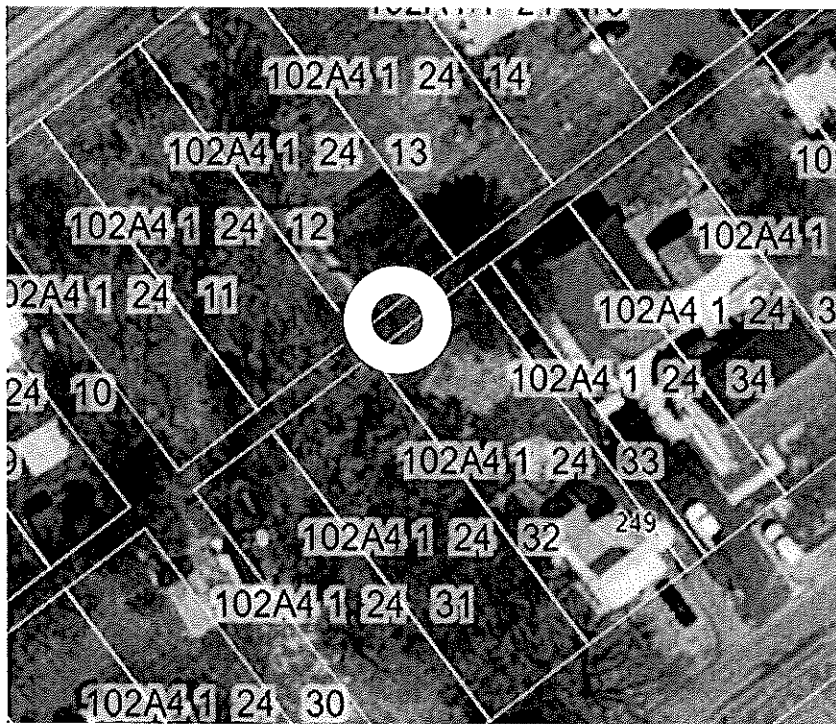
MEMO

Tree in Alley

April 4, 2025

Mayor and Town Council

Resident at 249 Massanutten is concerned that a tree that is located in the alley will fall onto a building located on 1138 Maryland Ave and has requested that it be removed.



Should there be any questions, or you require additional information, please do not hesitate to contact me.

Sincerely,

Charles E Jenkins
Town Manager