

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
October 8, 2019**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, October 8, 2019, at 7:00 pm, with Mayor Clinton O. Lucas, Jr., presiding.

The meeting began with the Pledge of Allegiance.

ATTENDANCE

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

Council Members absent were: Councilman Russell Comer, Jr.

Other Town Officials present were Juanita F. Roudabush, Town Manager/MMC; Sarah Dean, Town Clerk; and K. Brandon Morris, Lieutenant.

Citizens present were: Mike Uram, Lisa Shifflett, Alexis Shifflett, Skyler Shifflett, Summer Price, Brian Samuels, and Luke McCoy.

Media Representatives: There were no media representatives present during this meeting.

RECEIVING OF VISITORS

There were no visitors present during this meeting.

SEPTEMBER 24, 2019 JOINT PUBLIC HEARING MINUTES

A *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to approve the *Joint Public Hearing Minutes* held on September 24, 2019, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite	NAY: None
Councilman Fox	
Councilman Jenkins	
Councilman Lowe	
Councilman Pierce	

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer

VOTE: Unanimous in favor of motion

SEPTEMBER 24, 2019 REGULAR MEETING MINUTES

A *motion* was made by Councilman Lowe, *seconded* by Vice Mayor Kite, to approve the *Regular Meeting Minutes* held on September 24, 2019, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

Councilman Pierce inquired about warrant #37821, titled Fed Ex Norfolk Southern Lease payment.

Town Manager Roudabush explained this was a payment sent to Norfolk Southern for the leased location of the model train and building on First Street.

Councilman Jenkins inquired about the landscape supply amount on warrant #37811.

Town Manager Roudabush explained the amount of tot lot chips should be listed as 85 cubic yards, rather than 85 tons. She noted this is the ADA-compliant surfacing purchased as part of Phase II of the WigWam Village playground replacement.

There being no further questions, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to approve the bills, dated **October 8, 2019**, in the **Combined Accounts Disbursement Warrant #37811 - #37839** in the amount of **\$90,070.27**.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas
ABSENT: Councilman Comer
VOTE: Unanimous in favor of motion

TREASURER'S REPORT

Mayor Lucas and Council reviewed the Treasurer's Report, submitted by Cindy Breeden, for October 8, 2019.

There being no questions, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to approve the October 8, 2019 Treasurer's report in the amount of \$1,613,162.48, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas
ABSENT: Councilman Comer
VOTE: Unanimous in favor of motion

CORRESPONDENCE

Item # 1 – The September 2019 Police Department Activity logs were presented for review.

Item # 2 – Website Administrator, Joyce Fluharty, provided Council with the Town website statistics for September 2019.

Item # 3 – Mayor Lucas and Council received the September 2019 Town Vehicle Gas Logs for review.

Item # 4 – The Luray-Page County Chamber of Commerce & Visitor Center provided Council with a copy of their October 2019 Newsletter.

Item # 5 – Information was provided on the month of October being recognized as Domestic Violence Awareness Month. CHOICES, Council on Domestic Violence for Page County, is providing free purple ribbon pins throughout the month. Pins can be picked up at the Luray-Page County Chamber of Commerce, Page Public Library, Luray Town Office, Stanley Town Office, Shenandoah Town Office, and Page County Sheriff Administrative Office.

Item # 6 – Skyview Springs Rehab & Nursing Center provided a flyer for their Vendor Fair being held Wednesday, October 16, 2019. The Vendor Fair will be held from 2 pm to 6 pm at 30 Montvue Drive, in Luray. For more information, call 540-743-4571.

Item # 7 – The Council received an invitation from the Local Government Advisory Committee to the Chesapeake Bay Executive Council (LGAC) for the Wandering Virginia’s Waterways Bus Tour, a two-day tour of the Northern Neck/Middle Peninsulas. The tour would be no cost to the Officials, and will begin Thursday morning, October 24, 2019 and return Friday evening, October 25, 2019.

Mayor Lucas noted any members of Council should let the Town Office know if they would like to attend this two-day bus tour, for RSVP purposes.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to approve water and sewer connection for Matthew Yoder on lot 26 in the Forest Knolls Subdivision.

Members Vote was as follows:

YEA: Vice Mayor Kite Councilman Fox Councilman Jenkins Councilman Lowe Councilman Pierce	NAY: None
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ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer

VOTE: Unanimous in favor of motion

Mayor Lucas inquired about the potential water leak on Maryland Avenue, near 601 Fourth Street.

Town Manager Roudabush explained the Public Works employees have located and repaired the water leak.

Councilman Fox inquired about the source of the water leak.

Town Manager Roudabush explained there was a previous building in that location and the old water line was still attached to the water hydrant at the intersection.

Vice Mayor Kite noted the Public Works employees capped the old water line off to prevent any future leaks.

STREETS & PUBLIC PROPERTY

(Chairman Kite, Councilmen Comer, Fox, and Lowe)

Town Manager Roudabush presented Mayor Lucas and Council with several bids for various paving jobs around Town. She noted all of the contractors received identical lists of the paving needs, but the bids still varied in estimated costs. Town Manager Roudabush stated the paving needed at Eighth Street/Maryland Avenue, Ninth Street, and an area of N. Fifth Street have been permitted by the Virginia Department of Transportation and should be completed this year, if possible. She noted the Virginia Department of Transportation has already paved the area of N. Fifth Street, at no cost to the Town, and requested this area on the list be replaced with the repaving of Maryland Avenue where the water leak was repaired near 601 Fourth Street. Town Manager Roudabush also noted the paving season is almost over and the remaining items on the list will need to wait until spring 2020.

There being no questions, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to authorize payment up to \$5,000.000 to Hensil Good Paving for the completion of various paving jobs around Town.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite	NAY: None
Councilman Fox	
Councilman Jenkins	
Councilman Lowe	
Councilman Pierce	

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer

VOTE: Unanimous in favor of motion

Councilman Lowe suggested beginning to contact pavers in 2020 to discuss bids and get on their schedule for the remaining jobs.

Councilman Fox inquired about paving needed on Junior Avenue.

Town Manager Roudabush explained Junior Avenue was on list for the paving bids, but the pavers widely varied in the estimated costs and procedure.

Councilman Fox suggested Town Manager Roudabush contact the surrounding property owners on Junior Avenue to prevent further runoff damage prior to paving the street. Councilman Fox also suggested Public Works employees fill the current holes with cold patch until the paving bids can be discussed further.

Town Manager Roudabush noted the Public Works employees will need to purchase cold patch for this and various other projects.

Councilman Fox reported a recurring hole in the 500 block of Tenth Street.

Town Manager Roudabush noted Public Works is aware of this hole and it is on their list to cold patch.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Jenkins and Comer)

There was nothing to report during this period.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

Chairman Pierce noted the monthly budget for September 2019 was presented for review.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins informed Council the Shenandoah Volunteer Fire Department has requested the Town consider gifting land at Big Gem Park for a future building to house their equipment.

Following a brief discussion, Council agreed to table the conversation until the next Council meeting to allow for adequate research time and consideration.

Town Manager Roudabush informed Council the stationary train equipment has been installed and the surfacing has been purchased for WigWam Village Playground. She explained the cost of the equipment and surfacing resulted in \$3,989.30 leftover donations. Town Manager Roudabush requested authorization to purchase a swing set to install at the WigWam Village Playground. The total cost of the swing set is \$4,006.50 and would cost the Town a total of \$17.20.

Councilman Fox noted Fox Lawn and Garden will donate the remaining amount needed to purchase the swing set, or more, to allow for the growth and improvement of the WigWam Village Playground.

Following a brief discussion, a *motion* was made by Councilman Jenkins, *seconded* by Councilman Lowe, to authorize payment of \$4,006.50 for the purchase of a swing set as a part of Phase III of the WigWam Village Playground equipment replacement.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer

VOTE: Unanimous in favor of motion

Town Manager Roudabush informed Council she has started planning the next several phases of the WigWam Village Playground replacement and will be applying for further Healthy Communities Action Team (HCAT) grants. She noted the plans are subject to change, but the updates will continue to include adaptive and handicap accessible equipment.

Councilman Fox reported he has received contact information for a pyrotechnician for the Town to have a fireworks display.

Town Manager Roudabush advised Councilman Fox to send the contact information to Clerk Dean to allow her to continue planning the fireworks display.

Town Manager Roudabush reported the Public Works employees have sprayed Big Gem Pond again to remove the duckweed. She noted they borrowed spraying equipment from a Rockingham County employee, and she is looking into purchasing similar equipment in the future.

Councilman Fox inquired about the Department of Game and Inland Fisheries restocking the fish in Big Gem Pond.

Chairman Jenkins reported the Department of Game and Inland Fisheries found a variety and high population of fish in the Pond and determined they do not need to restock.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins reminded Council T-Bowl Lanes will be hosting Business After Hours Thursday, October 17, 2019 from 5:30 pm to 7 pm, along with co-hosts, the Town of Shenandoah and the Shenandoah Industrial Corporation.

Mayor Lucas noted some of the Town restaurants will be catering this Business After Hours and all members of Council are encouraged to attend.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

There was nothing to report during this period.

PERSONNEL

(Chairman Pierce and Councilmen Jenkins and Comer)

There was nothing to report during this period.

POLICE REPORT

There was nothing to report during this period.

UNFINISHED BUSINESS

There was nothing to report during this period.

NEW BUSINESS

Councilman Pierce reported residents have been placing large items out for regular trash pickup. He noted the only time large items are picked up is during the Town's Spring Clean Up in April.

Mayor Lucas suggested a note be placed on the upcoming water bills to remind residents not to place large items out for regular trash pickup.

Mayor Lucas informed Council the Town's 8th Annual Veteran's Service will be held at 3pm Sunday, November 10, 2019 at the Veterans Park on Virginia Avenue. He noted all Council and community members are encouraged to attend and pay tribute to Veterans of the United States Armed Forces.

TOWN MANAGER'S REPORT

Town Manager Roudabush inquired about the Council's opinion on the lease regarding property on Twelfth Street.

Following a brief discussion, a *motion* was made by Councilman Fox, *seconded* by Vice Mayor Kite, to authorize forwarding a lease regarding property on Twelfth Street to the Town's Attorney for review.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer

VOTE: Unanimous in favor of motion

MAYOR'S REPORT

Mayor Lucas presented Council with a citizen complaint regarding water and growth on a vacant lot on Ramona Avenue. It was noted the standing water is due to a drainage issue in the area.

Following a brief discussion, the Council agreed to send a letter to the property owners regarding the Town Code violation for mowing and notify the Virginia Department of Transportation, the Health Department, and the Building Official of the complaint.

FOR THE GOOD OF THE TOWN

Mike Uram provided Council with unemployment statistics for the Towns in Page County. He also took this time to commend Mayor Lucas and Council on their hard work in Shenandoah.

Mayor Lucas expressed appreciation for the government students' attendance at the Town Council Meetings.

ADJOURN

There being no further discussion, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to adjourn the meeting at 7:57 pm.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Sarah Dean, Clerk