

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
April 13, 2021**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, April 13, 2020, at 7:03 p.m., with Mayor Clinton O. Lucas, Jr., presiding.

The meeting began with the Pledge of Allegiance.

ATTENDANCE

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

Council Members absent were: Councilman Lynn Fox.

Other Town Officials present were: Juanita Roudabush, Town Manager/MMC; Lora Jenkins, Town Clerk; and Paul Davis, Police Chief.

Citizens present were: Town of Stanley Police Chief Ryan Dean, Town of Stanley Officer Rebecca Breeden, and Town of Stanley Officer Aaron Cubbage, and President of Luray-Page Chamber of Commerce Gina Hilliard.

Media Representatives: None.

AWARD PRESENTATION

None presented.

RECEIVING OF VISITORS

Chief Ryan Dean of the Town of Stanley Police Department thanked the Mayor, Council, and Town for their help during the death of Officer Nick Winum. Chief Dean stated he appreciated the calls, e-mails, texts, billboards, and they did not go unnoticed. Chief Dean thanked Chief Paul Davis and the Town of Shenandoah Police Department for their assistance and for genuinely wanting to help the Town of Stanley Police Department.

Luray-Page County Chamber of Commerce President, Gina Hilliard, provided Mayor Lucas and Council with highlights from the first quarter of 2021. During her presentation, she also touched on current membership numbers, 2021 Campaigns, website and social media statistics. Mrs. Hilliard stated she will be working with the Shenandoah Rec League to hand out packets to visitors coming to Shenandoah in July for the Virginia State Babe Ruth Tournament.

March 23, 2021 REGULAR MEETING MINUTES

A *motion* was made by Councilman Lowe, *seconded* by Councilman Pierce, to approve the *Regular Meeting Minutes* held on March 23, 2021, as presented.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

Mayor Lucas asked what the \$14,070.59 bill from Top Gun Auto Body LLC was for?

Chief Davis stated an officer hit a deer in the police vehicle, and the bill will be covered under the Town's insurance.

There being no other questions, a *motion* was then made by Vice Mayor Kite, *seconded* by Councilman Comer, to approve the bills, dated **April 13, 2021**, in the **Combined Accounts Disbursement Warrants #39086 - #39911** in the amount of **\$218,245.75**.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

TREASURER'S REPORT

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to approve the April 9, 2021 Treasurer's report, submitted by Cindy Breeden, in the amount of \$2,146,483.12, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite

NAY: None

Councilman Comer
Councilman Jenkins
Councilman Lowe
Councilman Pierce

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1 – Mayor Lucas and Council received the Town of Shenandoah Spring Cleanup flyer. The last day to call Town Hall to schedule pickup is April 15, 2021. The last day for pickup is April 16, 2021.

#2 – Mayor Lucas and Council received the Shenandoah Police Activity Logs for February 2021 and March 2021.

#3 – Mayor Lucas and Council received the March 2021 Vehicle Gas Logs for review.

#4 – Mayor Lucas and Council received the Town website statistics for March 2021.

#5 – Mayor Lucas and Council received a letter from The American Legion Miller-Campbell-Baker Post #22 inviting Mayor Lucas to “Blessing of the Badges” ceremony to be held on May 22, 2021 at 11:00 a.m. at the Inn Lawn Park in Luray. “Blessing of the Badges” will recognize First Responders in Page County.

#6 – Mayor Lucas and Council received the April 2021 Choices Council on Domestic Violence for Page County newsletter. April is Sexual Assault and Child Abuse Awareness Month. Visit www.choicesofpagecounty.org for more information.

7 – Mayor Lucas and Council received a letter from the Virginia Department of Agriculture and Consumer Services (VDACS). The VDACS and the United States Department of Agriculture are conducting surveys and pesticide treatments in the area to suppress the Spotted Lanternfly. For more information on the Spotted Lanternfly visit: www.vdacs.virginia.gov/plant-industry-services.shtml#lanternfly. Councilman Jenkins agreed they could survey and treat Town parks property as necessary.

8 – Mayor Lucas and Council received 3 estimates of a commercial grade asphalt/concrete saw. The first choice picked by Public Works would be the Multiquip SP2S20H Saw Flat Selfprop 20 Honda GX630 which is on sale for \$5,199.00.

Councilman Jenkins stated the current saw that Public Works uses is a handheld and only cuts a 4” depth. Council Jenkins stated the new saw would cut deeper and easier, and would be well worth it for good cuts.

Mayor Lucas stated it would save the Town from having to rent a saw that cuts deeper. Mayor Lucas stated the Town has paid over \$900.00 to rent a saw in the recent past. Mayor Lucas stated the new saw would save on asphalt repair since it would make a good straight edge and would pay for itself if it was taken care of properly.

Councilman Pierce asked if the Town should buy and additional blade?

Councilman Comer stated the blades can be refurbished but an additional blade would be needed while the other blade is being refurbished.

With no other discussion, a *motion* was made by Councilman Jenkins, *seconded* by Councilman Pierce, to approve the purchase of the Multiquip SP2S20H Saw Flat Selfprop 20 Honda GX630 and an additional blade in an amount up to \$5,700.00. Authorized payment to be taken from the Water and Sewer Line Replacement Account and transferred to the Budgeted Utility Fund Water and Sewer budgeted line item.

Members Roll Call Vote was as follows:

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

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

9 – Mayor and Council received a memorandum from Councilman Pierce authorizing Town Clerk, Lora Jenkins, a five percent (5%) pay increase for passing her probationary period, retroactive to April 8, 2021.

With no questions, a *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to authorize a five percent (5%) pay increase to Town Clerk, Lora Jenkins, for passing her probationary period, retroactive to April 8, 2021.

Members Roll Call Vote was as follows:

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

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Chairman Kite presented Mayor Lucas and Council with a water service application from Roy Henderson, Jr for his home at 1279 Maryland Avenue.

There being no questions, a *motion* was made by Chairman Kite, *seconded* by Councilman Jenkins, to approve the water service application from Roy Henderson, Jr for his home at 1279 Maryland Avenue.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

Town Manager Roudabush presented Mayor Lucas and Council an estimate from Core & Main in the amount of \$17,748.00 for new yokes to be installed along with the new meter reading system.

There being no questions, a *motion* was made by Councilman Lowe, *seconded* by Chairman Kite, to approve the purchase of new yokes in the amount of \$17,748.00. Authorized payment to be taken from the Water and Sewer Line Replacement Account and transferred to the Budgeted Utility Fund Water and Sewer budgeted line item.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

Town Manger Roudabush stated she would have prices for new cutoffs and meter pots soon.

Chairman Kite presented Mayor Lucas and Council with an emergency purchase for the Sewer Plant for a portable electric air compressor in the amount of \$649.99.

Chairman Kite explained the purchase had to be made between Council meetings since the other portable electric air compressor at the Sewer Plant had broken.

There being no questions, a ***motion*** was made by Chairman Kite, ***seconded*** by Councilman Jenkins, to approve the emergency purchase of the portable electric air compressor in the amount of \$649.99. Authorized payment to be taken from Utility Fund Sewer Plant budgeted line item.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

Chairman Kite stated Public Works does appreciate the new equipment the Council has approved to help them keep on top of things.

Councilman Jenkins asked if Trumbo Electric was finished with the electric updates at the Sewer Plant?

Town Manager Roudabush stated they are almost finished.

STREETS & PUBLIC PROPERTY

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

Councilman Jenkins stated J Street and Carol Avenue have been paved and Carol Avenue has a new drain.

Town Manager Roudabush stated Kenesaw Avenue is next to be paved then Coverstone Avenue's graveled portions will be paved.

Councilman Jenkins asked if Coverstone Avenue's water pressure has come up with the addition of a new larger line?

Town Manager Roudabush stated somewhat, but not what they expected. She noted it is still at levels the Town has to provide.

Councilman Lowe stated there is a drainpipe on River Road that is filled in, and causes sand and

water to overflow on the road. Councilman Lowe stated this is a VDOT issue.

Town Manager Roudabush stated VDOT will be notified of the issue.

Councilman Jenkins stated there is a drain near the Post Office where trash has accumulated. Councilman Jenkins stated Public Works could pick up the trash when they have time.

Councilman Pierce stated there is a depression in the area off Second Street that VDOT recently repaired.

Town Manager Roudabush stated VDOT was aware of this issue, and Public Works will install an orange safety fence around the area until VDOT can fix it.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Jenkins and Comer)

Chief Davis stated the new Town of Shenandoah Police Department K-9, Gator, complies with new State laws and is now in service.

Councilman Jenkins asked if the other K-9's are still useful?

Chief Davis stated the trainer has ideas for the other K-9's like being used for tracking or being used as cadaver dogs.

Councilman Comer asked if the expenses for Chief Davis and Officer Courtney had been reimbursed when they went to New York for Officer Nick Winum's funeral.

Chief Davis stated the Town had paid, but it was a minimal amount since the Police Department in New York paid the majority of the expenses.

Councilman Pierce asked if Chief Davis had taken care of a situation near Senior Avenue with junk and cars?

Chief Davis stated he spoke with the resident so they are aware of the issue and said they would take care of it.

Mayor Lucas stated there is an issue on Eighth Street with too many automobiles.

Chief Davis stated he would look into that situation.

Councilman Jenkins asked about a property on Denver Avenue that is deteriorating and did anyone know what was going on at the property?

Town Manager Roudabush stated the resident who lives there has been very sick.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

Chairman Pierce stated the Public Hearing for the Fiscal Year 2021/2022 Budget was held prior to Council Meeting. The Council plans to adopt the Fiscal Year 2021/2022 Budget at their meeting on April 27, 2021.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated the dog park still needs a ditch cut to help with drainage.

Chairman Jenkins stated the dog park could possibly get a fence installed through a grant.

Councilman Comer stated the Museum Committee is actively pursuing a Railroad Museum and it is hoped the American Rescue Plan Grant could help fund this endeavor.

A *motion* was made by Councilman Pierce, *seconded* by Councilman Comer, to authorize Town Manager Roudabush to explore the purchase of a building through the American Rescue Plan Grant.

Members Vote was as follows:

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

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated Miss Q's Scoops, a new ice cream stand, will open around April 15th. The stand will be located at the Mamma Mia parking lot, and is owned by Romeo Pugliese.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

Councilman Pierce stated the owner of an apartment complex has been contacted that trash has accumulated at the apartment, but the trash has not been picked up.

Town Manager Roudabush stated the Town will send a certified letter to the owner of the apartment complex.

PERSONNEL

(Chairman Pierce and Councilmen Jenkins and Comer)

There was nothing to report during this period.

UNFINISHED BUSINESS

There was nothing to report during this period.

NEW BUSINESS

There was nothing to report during this period.

TOWN MANAGER'S REPORT

Town Manager Roudabush stated she had two estimates for an industrial generator for the Town well and she will have them in the Council Packet for the next meeting.

Town Manager Roudabush stated Treasurer Cindy Breeden had spoken to Paula Purdham about the Backpack Program. For the current school year, the State is supplying meals for students and there would not be a need this year for the Town's \$1,250.00 donation for the Backpack Program. Mrs. Purdham told Treasurer Cindy Breeden she would rather the \$1,250.00 donation go to Shenandoah Page One.

Town Manager Roudabush stated the Council would need to vote to transfer the \$1,250.00 donation from the Backpack Program to Shenandoah Page One.

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to authorize the transfer of the \$1,250.00 donation from the Backpack Program to Shenandoah Page One.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

MAYOR'S REPORT

There was nothing to report during this period.

FOR THE GOOD OF THE TOWN

There was nothing to report during this period.

ADJOURN

There being no further discussion, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to adjourn the meeting at 8:28 p.m.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Lora Jenkins, Town Clerk