

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
June 8, 2021**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, June 8, 2021, 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 Russell Comer, Jr.; Councilmen Lynn Fox; Charles Jenkins; I. Michael Lowe and Richard Pierce.

Council Members absent were: None.

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

Citizens present were: None.

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

RECEIVING OF VISITORS

There were no visitors signed up to speak during this period.

MAY 25, 2021 REGULAR MEETING MINUTES

A *motion* was made by Councilman Jenkins, *seconded* by Councilman Fox, to approve the *Regular Meeting Minutes* held on May 25, 2021, as presented.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

There being no questions, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to approve the bills, dated **June 8, 2021**, in the **Combined Accounts Disbursement Warrant #39224 - #39256** in the amount of **\$110,193.27**.

Members Roll Call Vote was as follows:

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

ABSENT: None

VOTE: Unanimous in favor of motion

TREASURER'S REPORT

Mayor Lucas read the Treasurer's report, submitted by Treasurer Cindy Breeden, for June 4, 2021.

There being no questions, a *motion* was made by Councilman Comer, *seconded* by Vice Mayor Kite, to approve the June 4, 2021 Treasurer's report in the amount of \$2,193,117.93, as read.

Members Vote was as follows:

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

ABSENT: None

VOTE: Unanimous in favor of motion

CORRESPONDENCE

Item # 1 – Mayor Lucas and Council received a letter from Steve Rodgers stating he greatly appreciated the adjustment to his last bill, but would appreciate an adjustment for the 4/1/2021-5/1/2021 bill.

Councilman Jenkins asked what the last adjustment was for?

Mayor Lucas stated it was for a leak.

Councilman Jenkins asked if the leak was fixed?

Town Manager Roudabush stated the leak was fixed and it was on his side.

Councilman Comer stated with the \$50 adjustment on the last bill, Council thought they had heard the end of this matter.

Councilman Pierce stated \$50 is more than most citizens would receive.

With no other discussion, the Council was in agreement that no more adjustments would be made.

Mayor Lucas stated he would sign the letter to be sent to Steve Rodgers that no more adjustments would be made.

Item # 2 – Mayor Lucas and Council received a commemorative coin from the officers and crew of the USS SHENANDOAH (AD 44) to be displayed at the Town Hall. The coin was designed by one of the crew and under the guidance of many additional crew members, the coin was minted and hand-painted. The Town of Shenandoah is considered to be a part of the Ship's Company.

Item # 3 – Mayor Lucas and Council received a flyer for the Free Music in the Park Series held at Big Gem Park at 736 Fourth Street. Blue Ridge Thunder is scheduled for June 25, 2021, from 7:00 p.m. to 9:00 p.m. For more information, contact Joyce Fluharty at (540) 652-8773 or jfluharty@townofshenandoah.com.

Item # 4 – Mayor Lucas and Council received an invitation to participate in the Stanley Homecoming Parade on July 3, 2021 at 5 pm. Also, received information on the 54th Annual Stanley Homecoming being held June 30 thru July 3, 2021. For more information, and a full list of events, look at the Town of Stanley Homecoming page on Facebook: www.facebook.com/St StanleyHomecoming or call the Town of Stanley (540) 778-3454.

The Mayor and Council will need to notify Town Clerk, Lora Jenkins if they are going by June 20, 2021, to RSVP.

Item # 5 –Mayor Lucas and Council received the Shenandoah Computer Center statistics for May 2021.

Item # 6 – Mayor Lucas and Council received the May 2021 Police Department Activity log and the May 2021 Police Department Vehicle Activity log.

Item # 7 – Mayor Lucas and Council received the May 2021 Town Vehicle Gas Logs.

Item # 8 – Mayor Lucas and Council received a flyer from the Virginia Department of Housing and Community Development (DHCD) about the Virginia Statewide Business District Resurgence Grant Fund. Eligible applicants include: local governments or economic development organizations, regional economic development organizations, non-profit and local organizations with a focus on small businesses within a commercial district, and Chambers of Commerce. The application deadline is the end of July 2021. For more information contact the Virginia DHCD by calling (804) 371-7171, via e-mail mainstreet@dhcd.virginia.gov or visit dhcd.virginia.gov.

Item # 9 – Mayor Lucas and Council received a memorandum from Councilman Pierce to consider promoting Nathan Baugher from part-time patrolman to full-time patrolman starting June 21, 2021 with a starting salary of \$41,000.00 a year, and a 5% pay increase after passing his 6 months' probation. He will be eligible for a rank increase but with no pay increase after 2 years.

There being no questions, a ***motion*** was made by Councilman Pierce, ***seconded*** by Councilman Lowe, to promote Nathan Baugher from part-time patrolman to full-time patrolman starting June 21, 2021, with a starting salary of \$41,000.00 a year, and a 5% pay increase after passing his 6 months' probation. He will be eligible for a rank increase but with no pay increase after 2 years.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

Chief Davis stated Officer Baugher would be taking the position of Officer Aaron Katz who recently resigned.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Town Manager Roudabush stated Tenth Street tank is being drained and is to be cleaned this week. Residents may notice a reduction in water pressure during this process.

Councilman Pierce asked if other tanks could be cleaned?

Town Manager Roudabush stated the company probably could not fit them in this fiscal year, but maybe the cleaning of other tanks could be scheduled in the future.

Councilman Fox asked if the Maryland Avenue sewer had been inspected?

Town Manager Roudabush stated someone was coming next week to determine if it can be relined first. If it can not be relined, it will have to be bid out for replacement.

Councilman Fox asked if the water line on Tenth Street could be used?

Chairman Kite stated it would have to have pressure stations on the line for residential use.

Councilman Lowe stated it could be diverted to other lines.

Mayor Lucas stated that a feasibility study would be needed.

Town Manager Roudabush stated if the Council wants to pursue using the Tenth Street line and other upcoming projects, the Town could put an RFP in the newspaper for a Town Engineer.

There being no other questions, a *motion* was made by Councilman Lowe, *seconded* by Vice Mayor Kite, to authorize advertising an RFP for a Town Engineer to assist with upcoming projects, as funds become available.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

STREETS & PUBLIC PROPERTY

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

Councilman Fox asked if the issue with a driveway on Junior Avenue was resolved?

Town Manger Roudabush stated she will meet with the residents one evening.

Councilman Pierce asked if the residents on Sixth Street were contacted about the new line installation on Sixth Street?

Town Manager Roudabush stated they would be contacted when it is scheduled.

Councilman Fox asked if residents had been contacted about mowing violations?

Town Manager Roudabush stated many certified letters were just mailed.

Councilman Fox stated the ordinance for mowing should be amended to make sure residents mow more often.

Town Manager Roudabush stated there would need to be a Public Hearing to amend the ordinance and the Town Attorney would need to make sure the language of the ordinance was correct to meet current State Code.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Jenkins and Comer)

Chief Davis stated the traffic lights were going to be upgraded tonight (June 8, 2021) from 9:00 p.m. to either 3:00 a.m. or 6:00 a.m. An officer would be positioned at the stop light for safety concerns, but the company is paying him.

Chief Davis addressed the question about the Emergency response time to a scene of an accident in March. Chief Davis stated the 911 call was made at 6:06 p.m. and it was dispatched around 6:08 p.m. and first responders arrived at 6:14 p.m. making the response time between 6 to 8 minutes.

Councilman Pierce asked if Chief Davis was looking for a seventh officer?

Chief Davis stated he would have more information at the next Council Meeting.

Councilman Comer stated that Valley Health is having a meeting in Woodstock to discuss the mental health transports by local police departments in two weeks. There have been concerns

raised about the staffing/time restraints it causes on local police departments.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

Town Manager Roudabush stated she would be attending webinars on Wednesday and Thursday this week to learn more about the American Rescue Plan funds and eligible uses.

Chairman Pierce asked if there has been any indication when the Town would receive their money?

Town Manager Roudabush stated no, but the State has received the money and some cities have received their allocations already.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated the Shenandoah Rec League will be hosting the Babe Ruth Virginia State Softball Tournament July 8-11, 2021, for the 8U, 10U, and 12U age groups at Veterans Field 1101 Junior Avenue, Shenandoah, VA 22849. Town of Shenandoah Residents can expect large crowds on those days.

Chairman Jenkins presented an application for the Virginia Department of Conservation and Recreation 2021 Trail Access Grant. The Trail Access Grant program is a 100% reimbursement program for trail projects that increase access to trail opportunities for people with disabilities. The grant is only for existing land and water trails and trail features. The application deadline is June 30, 2021. Awards will be announced in August 2021.

There being no questions, a ***motion*** was made by Councilman Jenkins, ***seconded*** Councilman Pierce, to authorize applying for the Virginia Department of Conservation and Recreation 2021 Trail Access Grant.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

Chairman Jenkins stated the river grass is becoming a problem earlier this year due to excessive heat. This will be looked into for a possible solution. Chief Davis reported the river grass makes it harder to do water rescues or recovery.

Councilman Pierce stated the Movie Night held on June 4th was well attended and Christ United Methodist popped around 50 bags of popcorn.

Town Manager Roudabush stated the new Town Hall electrical upgrades worked well for Memorial Festival Car Show and the Movie Night.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated the Shenandoah Industrial Corporation is meeting on Thursday, June 10th, and they would welcome ideas for economic growth in the Town.

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)

Councilman Jenkins asked if anyone had applied for the part time Parks and Rec position?

Town Manager stated no one has applied. Anyone wanting to apply, must be 18 years old with a valid driver's license. Currently, this is an 8-16 hour a week, weekends only position.

UNFINISHED BUSINESS

There was nothing to report during this period.

NEW BUSINESS

There was nothing to report during this period.

TOWN MANAGER'S REPORT

There was nothing to report during this period.

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 Fox, to adjourn the meeting at 7:55 p.m.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Lora Jenkins, Clerk