

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
October 26, 2021**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, October 26, 2021, at 7:00 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.; 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; Paul Davis, Police Chief.

Citizens present were: Emma Sellers, Ethan Lucas, and Storm Hammer.

Media Representatives: None.

AWARD PRESENTATION

None presented.

RECEIVING OF VISITORS

Heard from Emma Sellers VA FCCLA State President and Ethan Lucas PCHS FCCLA Chapter President. The PCHS FCCLA are cleaning tombstones of local veterans and are taking donations for D2 cleaner which is the same cleaner used at Arlington National Cemetery. The cleaner is \$60 per gallon. The PCHS FCCLA is also participating in Wreaths Across America at Arlington National Cemetery on December 18th. The PCHS FCCLA has a website with a link to purchase wreaths for Arlington National Cemetery. The website is:

www.wreathsacrossamerica.org/pages/168733/overview/?Sid=168733%7C0%7C0%7C3. The

PCHS FCCLA would also like to have Veteran banners made similar to the Town of Elkton. PCHS FCCLA would have families pay for the banner but needed help from the Town to hang the banners. Ethan Lucas asked the Council to discuss it and contact the PCHS FCCLA at a later date.

Citizen Storm Hammer addressed the Council about the condition of Ninth Street and Osceola Avenue where the street was cut for water leak repairs and wanted to know a time frame of when the road would be fixed.

Councilman Jenkins stated asphalt plants will be shutting down soon due to the cold weather, so it would be Spring until the road could be paved.

Mr. Hammer asked if The Town is only contracted with Hensil Good Paving?

Town Manager Roudabush stated no, but so far, out of the all the paving contractors asked to bid, Hensil Good Paving has been the only one to give the Town a bid.

Town Manager Roudabush stated Public Works could work more cold patch in the road but it is just a temporary fix and is harder to work with in cooler weather.

Mr. Hammer asked why VDOT could not fix the road?

Vice Mayor Kite stated the Town had to dig up the road to fix the leak, so it is the Town's responsibility to make the repair.

Mayor Lucas stated the Town is required to fix the road back to VDOT specifications, and that is why the Town hires a paving contractor.

Mr. Hammer stated he would like to be notified of the progress of the repair and also mentioned another area across the road from his home where the asphalt was receding.

Town Manager Roudabush stated she would call Mr. Hammer when she knows when Ninth Street would be paved and said a work order would be created to cold patch the areas of concern.

OCTOBER 12, 2021 REGULAR MEETING MINUTES

A *motion* was made by Councilman Fox, *seconded* by Councilman Lowe, to approve the *Regular Meeting Minutes* held on October 12, 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

Councilman Fox asked why have there been so many refunds on the utilities?

Town Manager Roudabush stated when citizens move out they receive a refund if there is

anything left after applying their deposit.

Mayor Lucas asked if all citizens pay a deposit?

Town Manager Roudabush stated only if they rent, homeowners do not pay a deposit.

There being no other questions, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Comer, to approve the bills, dated **October 26, 2021**, in the **Combined Accounts Disbursement Warrants #39620 - #39654** in the amount of **\$92,966.55**.

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

TREASURER'S REPORT

There being no questions, a *motion* was made by Councilman Pierce, *seconded* by Councilman Fox, to approve the October 22, 2021 Treasurer's report, submitted by Treasurer Cindy Breeden, in the amount of \$2,513,301.12, 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

CORRESPONDENCE

#1 – Mayor Lucas and Council received a letter from Officer Nathan Baugher resigning his full time position with the Shenandoah Police Department to explore other career objectives, effective

November 7, 2021. Officer Nathan Baugher wishes to work part time for the Shenandoah Police Department, as needed.

There being no questions, a ***motion*** was made by Councilman Comer, ***seconded*** by Vice Mayor Kite, to accept Officer Nathan Baugher's resignation from the Shenandoah Police Department effective November 7, 2021.

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

#2 – Mayor Lucas and Council received notice from Larry Dovel that his term on the Planning Commission expires on November 15, 2021 and he wishes not to be reappointed.

There being no questions, a ***motion*** was made by Councilman Comer, ***seconded*** by Vice Mayor Kite, to accept Larry Dovel's notice to not be reappointed to the Planning Commission.

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

#3 – Mayor Lucas and Council received a memo from Town Clerk Lora Jenkins that James Campbell, Jr of 306 Second Street has expressed an interest in being on the Planning Commission and would like to start a four year term starting on November 15, 2021.

There being no questions, a ***motion*** was made by Councilman Pierce, ***seconded*** by Councilman Comer, to appoint James Campbell, Jr to a four year term on the Planning Commission starting November 15, 2021.

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

In the same memo, Sean Wheeler's term expires on November 30, 2021 and he wishes to be reappointed to the Planning Commission for a four year term.

There being no questions, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Comer, to reappoint Sean Wheeler to a four year term on the Planning Commission starting November 30, 2021.

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

#4 – Mayor Lucas and Council received a thank you card from Girl Scout Troop 40771 for the Town's annual donation.

#5 – Mayor Lucas and Council received a flyer about the Town's Annual Veterans Service to be held November 7, 2021 at 3:00 pm at the Veterans Park on Virginia Avenue (205 Virginia Avenue, Shenandoah, VA 22849). Everyone is invited to attend this service and thank a Veteran.

#6 – Mayor Lucas and Council received a flyer about Rivercrest Farm & Event Center's: A Night of Inspiration to benefit Big Brothers/Big Sisters of Harrisonburg-Rockingham County. The event is at Rivercrest Farm & Event Center (7384 East Point Road, Elkton, VA 22827) on Saturday, November 6th starting at 5:00 p.m. Singers include: Southern Grace, Kellye Cash, Tatum Sheppard, and Doug Gochenour. Dinner will be provided by Taste: The Southern Market.

Tickets are \$25.00. Stop by Autodealz for tickets (607 S Third Street, Shenandoah, VA 22849). For more information e-mail Scot Mealey at scot@rivercrestfarm.net. Tickets will **not** be sold at the door.

#7 – Mayor Lucas and Council received a letter from Choices requesting support for the services Choices provides.

Mayor Lucas asked if the Town gives an annual donation to Choices?

Town Manager Roudabush stated the Town gives a \$500.00 annual donation to Choices.

#8 – Mayor Lucas and Council received a quote from Racey Engineering to survey the Town’s property at 507 First Street in the amount of \$1,100.00.

There being no questions, a ***motion*** was made by Councilman Comer, ***seconded*** by Councilman Pierce, to have 507 First Street surveyed by Racey Engineering in the amount of \$1,100.00. Amount to be paid from the American Rescue Plan Act.

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

#9 – Mayor Lucas and Council received an estimate for electrical work at 507 First Street by KTD Electric LLC in the amount of \$596.00.

Councilman Comer stated KTD Electric was impressed with the existing wiring in 507 First Street.

There being no questions, a ***motion*** was made by Councilman Comer, ***seconded*** by Vice Mayor Kite, to have electrical work done at 507 First Street by KTD Electric LLC in the amount of \$596.00. Amount to be paid from the American Rescue Plan Act.

Members Roll Call Vote was as follows:

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

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

#10 – Mayor Lucas and Council received a quote in the amount of \$1,956.69 and three options for Boxcar Deli mural ideas from JMU art student Sasha Thompson. The Town had expressed interest in murals, and Town Clerk contacted the Art Department at JMU to see if any students had an interest in painting murals for the Town. Ms. Thompson came to the Town to look at a possible mural site at Boxcar Deli.

Councilman Jenkins stated he wanted to go forward with the mural project.

Councilman Fox asked where would the mural money come from?

Town Manager Roudabush stated she would ask Town Treasurer Cindy Breeden.

Councilman Fox stated what would stop all Town businesses for asking for a mural?

Councilman Comer stated he would rather see a mural go on the Town property at 507 First Street (Old Mill Building).

Councilman Pierce stated the Council should table the mural project for a later date.

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Councilman Pierce stated there is a water leak on A Street.

Councilman Fox stated there is also a water leak on Ramona Avenue.

Town Manager Roudabush stated Public Works has dug in two spots on Ramona and cannot find the leak.

Councilman Fox voiced concern that Public Works takes too long to fix leaks after they have been reported. He stated a leak on Junior Avenue took two months to fix.

Town Manager Roudabush stated there was actually three separate leaks on Junior Avenue and they were repaired in priority order along with others in Town.

Councilman Fox stated leaks cause wear and tear on the pumps and should be fixed immediately and the road repair should happen as soon as possible.

Town Manager Roudabush stated Public Works had been fixing leaks pretty quick and the road can only be repaired after it settles. Also, sometimes Public Works has to wait for parts to fix leaks.

Councilman Fox asked if the Town has a tamper?

Town Manager Roudabush stated yes, the Town does have a tamper.

Councilman Fox stated Public Works should use a finer gravel like dust when they have to fill in for leak repairs.

Councilman Jenkins stated Public Works use #57 stone when they fill in leak repairs.

Chairman Kite stated using #57 stone is common practice for leak repairs.

Councilman Fox stated #57 stone is too big to compact.

Chairman Kite stated #57 stone settles further, but finer gravel could be put on top of the #57 stone.

STREETS & PUBLIC PROPERTY

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

Councilman Fox asked if the contractor to the new homes at Denver Avenue had been contacted about fixing the road?

Councilman Jenkins stated he went by to look at the road and it has sunk in.

Councilman Fox asked if there was any progress made at the driveway on Junior Avenue?

Councilman Jenkins stated the property needs a drain under the road and he met with the homeowner, and they will not pay to have it done.

Town Manager Roudabush stated the homeowner has a deed that those properties have a right of way, but she has not seen the deed.

Councilman Fox stated the Town can not keep putting the issue off.

Councilman Jenkins stated he would rather the Town pay for the drain than have to pay lawyer fees incurred by a lawsuit.

Town Manager Roudabush stated an excavation company could come and give the Town a quote.

Chairman Kite stated an excavation company would know how to properly put in a drain.

Councilman Fox asked if the Town had ordered a pavement saw?

Town Manager Roudabush stated the Public Works director has not found one with a Honda motor.

Councilman Fox stated there were a lot of junk vehicles sitting at a local business.

Councilman Jenkins stated the business had hired a service to pick up the vehicles, but has since bought more vehicles.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Jenkins and Comer)

Chief Davis reminded the Council Halloween was this Sunday.

Councilman Fox stated there were a lot of unlicensed vehicles sitting around Town.

Chief Davis stated the Police Department served 10 unlicensed vehicle notices this week and the Council should see more of the unlicensed vehicles moved off the streets.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

There was nothing to report during this period.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins reminded the Council of the Newport-Grove Hill Ruritan Club, and the Town of Shenandoah will be hosting a Halloween Costume Parade at Shenandoah River Park, 315 Morrison Road, Shenandoah, VA 22849 at 4:30 p.m. on Sunday, October 31st.

Chairman Jenkins stated the Town has had two fencing businesses come look at the Dog Park to give fencing quotes.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated the Town will co-host a **Business After Hours** with Shenandoah Industrial Corporation at the T-Bowl Lanes (414 N Fifth Street) on November 18th from 5:30 p.m. to 7:00 p.m. Catering for this event will be provided by Rudy's Diner.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

A *motion* was made by Councilman Pierce, *seconded* by Vice Mayor Kite, for a November 2021 Residential Community Enhancement Award for improvements made to 203 N Third Street by

Tremendous Investments LLC.

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

The award will be presented at the November 9, 2021 Council meeting.

PERSONNEL

(Chairman Pierce and Councilmen Jenkins and Comer)

Chairman Pierce stated the Town will need to hire a new police officer to replace Officer Nathan Baugher.

UNFINISHED BUSINESS

Mayor Lucas asked if Town Manager Roudabush had the amount of the Town's scholastic donation budget so Council could discuss sponsoring students to get in free at Page County High School Athletic events.

Town Manager Roudabush stated the budget has \$1000.00 for scholastic donations available and \$450.00 left under the miscellaneous budgeted line item.

Councilman Lowe stated he thought students should get in free for all games through the school system.

The Council agreed and no action was taken.

Councilman Jenkins asked if the Council wanted to support the PCHS FCCLA's Uncovering Heroes Veterans Grave Cleaning project?

After a short discussion, a ***motion*** was made by Councilman Fox, ***seconded*** by Councilman Jenkins, to donate \$120.00 to the PCHS FCCLA's Uncovering Heroes Veterans Grave Cleaning project.

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

Councilman Pierce stated he would like to help with the PCHS FCCLA Veteran Banners project, but the Town does not have a good place to hang them other than the school fence.

NEW BUSINESS

Councilman Fox asked when the Town could look at revising the Town Code?

Town Manager Roudabush stated the Town is overdue.

Vice Mayor Bill Kite asked if there was still a company that looked at Town Code's and offered advice?

Town Manager Roudabush stated there is a company, and the Town could get quotes from them.

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 Lowe, to adjourn the meeting at 8:35 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer

NAY: None

Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Lora Jenkins, Clerk