

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
May 10, 2022**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, May 10, 2022, at 7:01 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; I. Michael Lowe; and Richard Pierce.

**Council Members absent were:** Councilman Charles Jenkins.

**Other Town Officials present were:** Juanita Roudabush, Town Manager/MMC; Lora Jenkins, Town Clerk; Police Officer John Fry.

**Citizens present were:** None.

**Media Representatives:** None.

**AWARD PRESENTATION**

None presented.

**RECEIVING OF VISITORS**

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

**APRIL 26, 2022 REGULAR MEETING MINUTES**

A *motion* was made by Councilman Fox, *seconded* by Councilman Pierce, to approve the *Regular Meeting Minutes* held on April 26, 2022, as presented.

Members Vote was as follows:

<b>YEA:</b> Vice Mayor Kite	<b>NAY:</b> None
Councilman Comer	
Councilman Fox	
Councilman Lowe	
Councilman Pierce	

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Jenkins

**VOTE: Unanimous in favor of motion**

### **APPROVAL OF BILLS**

There being no questions, a *motion* was made by Councilman Comer, *seconded* by Vice Mayor Kite, to approve the bills, dated **May 10, 2022**, in the **Combined Accounts Disbursement Warrants #40067 - #40123** in the amount of **\$156,459.74**.

Members Roll Call Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Jenkins

**VOTE: Unanimous in favor of motion**

### **TREASURER'S REPORT**

There being no questions, a *motion* was made by Councilman Comer, *seconded* by Councilman Fox, to approve the May 5, 2022 Treasurer's report, submitted by Treasurer Cindy Breeden, in the amount of \$2,395,639.88, as presented.

Members Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Jenkins

**VOTE: Unanimous in favor of motion**

### **CORRESPONDENCE**

#1 – Mayor and Council received a progress report from Joyce Fluharty, the Museum Curator and Center Administrator for The Railroad Museum/Welcome Center (507 First Street, Shenandoah, VA 22849). Mrs. Fluharty states it will be six weeks to properly document all artifacts, and a donor reception is planned for June 11, 2022. If anyone would like to donate or loan items for the Museum, please see Mrs. Fluharty at 507 First Street, Monday through Thursday 9:00 a.m. to 6:00 p.m. Closed daily for lunch from 12:00 p.m. to 1:00 p.m.

#2 – Mayor Lucas and Council received an estimate of playground surface for WigWam Village Playground in the amount of \$1,929.00 from JK Enterprise Landscape Supply, LLC.

Mayor Lucas asked if this was a required surface?

Town Manager Roudabush stated it was a required surface and is ADA compliant.

Councilman Pierce stated he sees lots of people using the WigWam Playground and it looks nice.

There being no other questions, a *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to approve the purchase of playground surface for WigWam Village Playground in the amount of \$1,929.00 from JK Enterprise Landscape Supply, LLC. Funds will be taken from the Parks & Rec Maintenance budgeted line item.

Members Roll Call Vote was as follows:

<b>YEA:</b> Vice Mayor Kite Councilman Comer Councilman Fox Councilman Lowe Councilman Pierce	<b>NAY:</b> None
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**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Jenkins

**VOTE: Unanimous in favor of motion**

#3 – Mayor Lucas read the Proclamation for National Police Week 2022 as follows:

### **Proclamation for National Police Week 2022**

To recognize National Police Week 2021 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

**WHEREAS**, there are approximately 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Town of Shenandoah Police Department; and

**WHEREAS**, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries; and

**WHEREAS**, since the first recorded death in 1786, more than 23,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

**WHEREAS**, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

**WHEREAS**, new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including officers killed in 2022 and the officers killed in previous years; and

**WHEREAS**, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 34<sup>th</sup> Annual Candlelight Vigil, on the evening of May 13, 2022; and

**WHEREAS**, the Candlelight Vigil is part of National Police Week, which takes place this year on May 15-21, 2022; and

**WHEREAS**, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff; and

**THEREFORE, BE IT RESOLVED** that the Shenandoah Mayor and Town Council formally designates May 15-21, 2022, as Police Week in Shenandoah Virginia, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Comer, to adopt the Proclamation for National Police Week 2022, as presented.

Members Vote was as follows:

<b>YEA:</b> Vice Mayor Kite Councilman Comer Councilman Fox Councilman Lowe Councilman Pierce	<b>NAY:</b> None
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**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilmen Jenkins

**VOTE: Unanimous in favor of motion**

#4 – Mayor Lucas read the Proclamation for Kids to Park Day 2022 as follows:

**Proclamation  
Proclaiming May 21, 2022, as Kids to Parks Day  
in the city of Shenandoah**

**WHEREAS**, May 21, 2022, is the twelfth Kids to Parks Day organized and launched by the National Park Trust held annually on the third Saturday of May; and

**WHEREAS**, Kids to Parks Day empowers kids and encourages families to get outdoors and visit America's parks, public lands and waters; and

**WHEREAS**, we should encourage children to lead a more active lifestyle to combat issues of childhood obesity, diabetes, hypertension and hypercholesterolemia; and

**WHEREAS**, Kids to Parks Day will broaden children's appreciation for nature and outdoors; and

**WHEREAS**, Kids to Parks Day will recognize the importance of recreating responsibly while enjoying the benefits of the outdoors; and

**NOW THEREFORE**, I, Mayor Clinton O. Lucas, Jr. do hereby proclaim May 21, 2022, as Kids to Parks Day.

There being no questions, a *motion* was made by Councilman Lowe, *seconded* by Councilman Pierce, to adopt the Proclamation for Kids to Park Day 2022, as presented.

Members Vote was as follows:

<b>YEA:</b> Vice Mayor Kite Councilman Comer Councilman Fox Councilman Lowe Councilman Pierce	<b>NAY:</b> None
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**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Jenkins

**VOTE: Unanimous in favor of motion**

**#5** – Mayor Lucas and Council received the April 2022 Vehicle Gas Logs for review.

**#6** – Mayor Lucas and Council received the April 2022 Shenandoah Police Department Activity Log for review.

**#7** – Mayor Lucas and Council received the April 2022 Shenandoah Police Department Vehicle Gas Log for review.

**#8** – Mayor Lucas and Council received the Town’s April 2022 website statistics for review.

**#9** – Mayor Lucas and Council received a flyer about the Shenandoah Community Garden Workday on May 14<sup>th</sup> starting at 9:00 a.m. at 505 Williams Avenue, Shenandoah, VA 22849 (near Valley Health). Volunteers are needed to help plant vegetables in the raised beds. Please bring gardening gloves and a garden trowel. The Community Garden is sponsored by Page Alliance for Community Action (PACA). For more information, call Megan Gordon (540) 742-9386 or e-mail [pageallianceforcommunityaction@gmail.com](mailto:pageallianceforcommunityaction@gmail.com).

Councilman Lowe stated he drove by the garden and was impressed with it.

**#10** – Mayor Lucas and Council received a flyer for the Back the Blue Motorcycle Appreciation Ride. The ride will be conducted throughout the Shenandoah Valley to show support for local police officers on May 14<sup>th</sup>. Registration begins at 9:45 a.m. at Blue Ridge Powersports in Harrisonburg, with kickstands up at 11:00 a.m. For additional information call Cathy Breeden (540) 421-3330.

**#11** – Mayor Lucas and Council received a flyer about the Free Clinic which will be held July 9-10 at Luray High School (243 Bulldog Drive, Luray, VA 22835) sponsored by Remote Area Medical (RAM) and the Page Free Clinic. Free dental, vision, and medical care will be provided. Additional licensed dental, vision, and medical professionals are still needed. For more information visit ramusa.org or call (865) 579-1530. You can also email RAM’s Volunteer Manager Mary Brown at marybrown@ramusa.org.

**#12** – Mayor Lucas and Council received a memo from Personnel Chairman Richard Pierce asking for the Council to authorize the hiring of Amos Thomas as a part-time Museum worker at \$13.00 an hour effective June 11, 2022.

There being no questions, a ***motion*** was made by Councilman Comer, ***seconded*** by Councilman Lowe, to hire Amos Thomas as a part-time Museum worker at \$13.00 an hour effective June 11, 2022.

Members Roll Call Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Jenkins

**VOTE: Unanimous in favor of motion**

**#13** – Mayor Lucas and Council received three bids for paving the parking lot at 507 First Street.

Town Manager Roudabush stated the payment for the paving will come from ARPA funds already allocated for the Museum. Royal Paving can do the work right away, Hensil Good Paving stated they would have a hard time working the job in this year, and Pettit Paving can pave before the opening in June.

Councilman Comer stated Royal may be able to pave right away, but there is too much difference in price between Royal and Hensil and Pettit.

Mayor Lucas stated it would be good to have the lot paved before opening.

Vice Mayor Kite stated on Pettit Paving's bid there is a mention prices are subject to increase. Vice Mayor Kite stated Pettit needs to hold his price.

Town Manager Roudabush stated he should hold the price since it will be a quick turnaround.

Councilman Pierce stated Pettit is offering 3 1/2" of asphalt compacted to 3" and that seems good.

Councilman Comer stated Royal can be given a chance to bid on other jobs.

There being no other questions, a *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to authorize Pettit Paving to pave the parking lot at 507 First Street in the amount of \$18,025.00. Payment will be from the ARPA funds already budgeted for The Railroad Museum/Welcome Center.

Members Roll Call Vote was as follows:

<b>YEA:</b> Vice Mayor Kite Councilman Comer Councilman Fox Councilman Lowe Councilman Pierce	<b>NAY:</b> None
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**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Jenkins

**VOTE: Unanimous in favor of motion**

**#14** – Mayor Lucas and Council received an invitation to participate in the Stanley Homecoming Parade on July 2, 2022 at 5 pm. Also, received information on the 55<sup>th</sup> Annual Stanley Homecoming being held June 29 thru July 2, 2022. For more information, and a full list of events, look at the Town of Stanley Homecoming page on Facebook:

[www.facebook.com/StanleyHomecoming](http://www.facebook.com/StanleyHomecoming) or call the Town of Stanley (540) 778-3454.

Mayor Lucas stated he would be in the parade.

## **WATER & SEWER**

(Chairman Kite and Councilmen Jenkins and Lowe)

Town Manager Roudabush reported Racey Engineering hired a company to camera the sewer lines. Areas which were thought to be a problem, were not as bad as originally thought; however, there were areas which were a problem and not known to be problematic. She is waiting on the report from Racey Engineering. The company was hired for 3 days but came back on a 4<sup>th</sup> day, which the Town may have to pay for the extra day. If the Town has to pay for the extra day, payment can be taken from the Water/Sewer Line Replacement account. The company had a great locator tool, and found a manhole in the railyard which no one previously knew the location.

Councilman Lowe asked if the leak was fixed by Rudy's Diner?

Town Manager Roudabush stated it has been fixed. The leak was 6 feet in the ground, and Public Works had to cut through the thick pavement. Public Works was appreciative of the new asphalt saw, which made the job easier. Public Works also fixed another leak on Trenton Avenue. Tomorrow Public Works will be going to fix two leaks on Pulaski Avenue.

Councilman Fox asked what was happening with the new well?

Town Manager Roudabush stated Town Attorney Blatt said there were minor adjustments the other attorneys wanted to make with the agreement and Town Attorney Blatt wanted to make sure the correct road names matched since there were 911 address changes, but the Town is close to owning the property.

### **STREETS & PUBLIC PROPERTY**

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

Town Manager Roudabush stated she has 2 bids for patch work and paving Town streets, but can wait until the next Council Meeting to see if Royal Paving submits a bid.

Councilman Fox asked why Coverstone Lane was on the list for paving?

Town Manager Roudabush stated Coverstone Lane was partially paved and this would finish the rest of Coverstone Lane, which serves as a main or rear access to about 24 homes and one very busy business.

Councilman Fox stated he would rather see Junior Avenue paved over Coverstone Lane.

Town Manager Roudabush stated Junior Avenue is on the top of the list for paving needs; however, until the drainage issue gets fixed, the Town would be wasting its money on paving.

Councilman Lowe suggested asking VDOT what they would do to help design specifications with the drainage issue. Also, Councilman Lowe stated there would need to be a grate to divert the gravel/debris coming off the driveway so it would not wash back onto Junior Avenue.

Town Manager Roudabush stated the bill to fix the drainage issue would come to the Town, unless the Council wanted the Town Attorney involved to have the residents fix the issue.

Mayor Lucas agreed to ask for VDOT's advice on design specifications that they would require if this were a VDOT owned street.

Councilman Fox asked if Denver Avenue was on the patch list?

Town Manager stated it was on the list.

Councilman Lowe asked when the retaining wall work at 507 First Street would start?



Councilman Comer stated he spoke to Denny Price and it will start next week.

Councilman Fox stated cones are still on Virginia Avenue where the new sidewalk was installed. Town Manager Roudabush stated Public Works still has cones there because it needs topsoil.

Councilman Fox stated there are still cones at the intersection of Maryland Avenue and Eighth Street.

Town Manager Roudabush stated they are there to alert there is a dip in the street in that area when a leak was fixed.

Councilman Fox stated he would like to see Public Works do a better job of completing projects.

Town Manager Roudabush stated after leaks are fixed, they have to wait for the ground to settle before they can grade and seed.

### **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 stated the Council received the March 2022 Monthly Budget for review.

### **PARKS & RECREATION**

(Chairman Jenkins and Councilmen Lowe and Pierce)

Councilman Pierce stated the Veterans Park was looking rough.

Town Manager Roudabush stated it was mowed today, but it still needs weeding. She explained they are working short staffed and have some major water and sewer issues to repair, so mowing is behind.

Councilman Pierce asked when the flags will be fixed on First Street?

Town Manager Roudabush stated next week the Town of Stanley is coming with their bucket truck to put up the flags for the Memorial Festival, and can help with the flags on First Street, and place the final exterior surveillance camera up at the Museum.

Councilman Fox asked what ever happened with the Dog Park fence?

Town Manager Roudabush stated the winning bidder was given a deadline to call and has not called back.

Councilman Fox asked if Public Works looked at the fence at Big Gem?

Town Manager Roudabush stated they have looked at it and the bank is eroding causing the fence to lean. Public Works has talked to Parks and Recreation Chairman Charles Jenkins to see what to do and what should be planted to keep the bank erosion at bay.

Councilman Lowe stated the fence could be moved back 2 or 3 feet.

Town Manager Roudabush stated the fence post is likely rotted, and new fencing would be needed.

Councilman Pierce stated he would like to ask for more bids for the Dog Park fence.

Councilman Fox said he would rather fix fence at Big Gem first.

### **INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT** (Chairman Jenkins and Councilmen Lowe and Pierce)

Councilman Comer asked when a business in Town was supposed to move out?

Town Manager Roudabush stated it was supposed to be last week, but Holtzman is working on the situation.

### **COMMUNITY SERVICE** (Chairman Kite and Councilmen Jenkins and Pierce)

Chairman Kite pointed out a resident who needs a letter sent to them about junk/debris outside their home.

### **PERSONNEL** (Chairman Pierce and Councilmen Jenkins and Comer)

Chairman Pierce stated Juneteenth is now a State and Federal holiday, Page County and Luray observe the holiday. Chairman Pierce asked the Council if they would authorize a paid holiday for Town employees in honor of Juneteenth.

A *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to authorize Juneteenth as a paid holiday for Town employees.

Members Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilman Comer  
Councilman Fox  
Councilman Lowe

**NAY:** None

Councilman Pierce

**ABSTAIN:** Mayor Lucas  
**ABSENT:** Councilmen Jenkins  
**VOTE: Unanimous in favor of motion**

**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 Lowe to adjourn the meeting at 8:09 p.m.

Members Vote was as follows:

<b>YEA:</b> Vice Mayor Kite	<b>NAY:</b> None
Councilman Comer	
Councilman Fox	
Councilman Lowe	
Councilman Pierce	

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

APPROVED:

ATTESTED:

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Clinton O. Lucas, Jr., Mayor

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Lora Jenkins, Clerk