

MINUTES

TOWN COUNCIL

TOWN OF SHENANDOAH

REGULAR MEETING

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MAY 11, 2010

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, May 11, 2010, at 7:10 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 L. Kite; Russell Comer, Jr.; Charles Jenkins; Richard Pierce; Keith Sampson; and Constance Switzer.

Council Members absent were: ☐ None.

Other Town Officials present were: Larry E. Dovel, Town Manager; Pete Monteleone, Chief of Police; and Juanita F. Roudabush, Assistant Town Manager/CMC.

Citizens present were: Guy Monger; Carol Lee Strickler; and James Shifflett.

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Media Representatives: None.

RECEIVING OF VISITORS

1 - James Shifflett requested permission to lay 11 sewer lines in one (1) ditch for a proposed development between Ramona and Wahnona Avenues. He noted the Town has already approved his water and sewer taps for two (2) new houses on Ramona Avenue.

He explained while the ditch is open for the two (2) new sewer lines, he would like to install the remaining lines for future development.

He stated he has all the required permits from the Virginia Department of Transportation to dig in the streets to lay the lines currently approved by the Town and laying all the lines now, would relieve him of future permits from VDOT as well.

Following questions, he reported the sewer pumps are engineered and he could provide all the specifications for them.

Following questions, Mr. Shifflett explained the homeowner would be responsible for maintenance and repairs of the line and pump from the home to the main sewer connection. He noted he could install a manifold type system for all his lines to connect to, if permitted by Council.

Council Members had questions about the ways to distinguish between the lines if there were problems in the future and about the number of pumps needed. Council Members also had concerns of future maintenance issues that could result from having so many lines in one ditch.

Additionally, there were questions on whether or not the County Building Official could allow this number of lines in the same ditch.

Council Members also noted there are drainage issues that will have to be addressed for any development on the back portion Mr. Shifflett's property, which is in a flood plain.

Additionally, it was noted Mr. Shifflett will have to open Wahnona Avenue to meet state

specifications prior to developing these lots as well.

Council Members then discussed the possibility of Mr. Shifflett obtaining gravity flow and connect to the main sewer line off of Coverstone Lane for the future development. However, this would all be at Mr. Shifflett's expense as well.

They noted there is the possibility other developers may want to share some of the costs to allow for Town sewer connections on their property as well.

Mr. Shifflett stated he would prefer to connect to a main sewer line with gravity flow and he would review this matter further.

Due to the questions and more information needed, Council tabled action on this request at this time.

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APRIL 27, 2010, REGULAR MEETING MNUTES:

A **Motion** was made by Councilman Sampson, **seconded** by Councilwoman Switzer, to approve the **Regular Meeting Minutes** held on April 27, 2010, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite

NAY: None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

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ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE:□□□□□□□ Unanimous in favor of motion.

APPROVAL OF BILLS:

There being no questions or comments, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Pierce, to approve the bills, dated

May 11, 2010

, in the

Combined Accounts Disbursements Warrants #28446 - #28484

in the amount of

\$48,907.21.

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Members Roll Call Vote was as follows:

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YEA: Vice Mayor Kite

NAY: None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

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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 May 11, 2010.

A **Motion** was made by Councilman Sampson, **seconded** by Councilman Comer, to approve the May 11, 2010, Treasurer's report in the amount of \$1,215,287.29, as read.

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Members Vote was as follows:

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YEA: Vice Mayor Kite

NAY: None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

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ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE:□□□□□□ **Unanimous in favor of motion.**

CORRESPONDENCE

Item # 1 – Mayor Lucas and Council Members received information on the VDOT 2011-2016 six year plan public hearings. Council agreed to send information for the Town of Shenandoah's wish list for street and drainage improvements.

Item # 2 – Mayor Lucas read an invitation the Council received from the Office of Attorney General Kenneth Cuccinelli, II for a Wall of Honor Ceremony to be held at the State Capitol on

May 27, 2010, at 3 p.m.

Item # 3 – Mayor Lucas and Council Members received a memorandum from Deputy Treasurer Christl McCoy requesting approval for rental of portable toilets for use during the Memorial Day Festival.

A **Motion** was made by Vice Mayor Kite, **seconded** by Councilwoman Switzer, to authorize rental of the seven (7) toilets needed for the Memorial Day Festival in the amount of \$525, from Cline, Inc.

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Members Roll Call Vote was as follows:

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YEA: Vice Mayor Kite

NAY: None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

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ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE:□□□□□□□ **Unanimous in favor of motion.**

Item # 4 – Mayor Lucas and Council Members received the April 2010 Town Vehicle gasoline log for review.

Item # 5 – Mayor Lucas read a letter from the Shenandoah High School Alumni Association thanking the Town for assistance with their annual banquet. The letter indicated the group awarded scholarships to Page County High School students Meghan Smith (\$1200) and

Tyler Gray (\$500).

Item # 6 – Mayor Lucas and Council Members received a newsletter from Choices, which is the Council on Domestic Violence Prevention for Page County. Their website is www.choicesofpagecounty.org

Item # 7 – Mayor Lucas and Council Members received an invitation to the Town of Stanley's Homecoming Parade on July 3, 2010, at 6 p.m. Mayor Lucas and several Council Members noted they will try to participate this year.

Item # 8 – Mayor and Council received a copy of an advertisement, published in the Massanutten Villager.

Assistant Town Manager Roudabush explained the Town partnered with several local businesses in the ad to help draw tourists into Shenandoah. She noted Rodney Turner did all the background work for the ad.

COMMITTEE REPORTS

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WATER & SEWER

(Chairman Kite and Councilpersons Jenkins and Sampson)

Council noted a work order is needed for a water leak at the intersection of Eleventh Street & Maryland Avenue.

Town Manager Dovel reported the demonstration for a ditch excavation machine, which the Town has an option to purchase, will take place on Friday, May 14, 2010.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilpersons Comer and Sampson)

Following a brief discussion, Council agreed a work order should be forwarded to the Virginia Department of Transportation for a drainage pipe that is collapsing on Eleventh Street near the ballpark.

Town Manager Dovel stated he will remind Mr. Mowry of this issue along with another collapsing drain on Fifth Street, across from the Jarrell's residence.

Town Manager Dovel reported drainage issues are undermining US Highway 340, near the cemetery. He stated VDOT has contracted with GEI to repair this area.

It was discussed the County Building Official has advised the County Attorney will not allow him to enter a property in Town with a collapsing 2 story porch, since it does not have any permits on the property.

Councilman Sampson noted the Town should inquire with Fifth District Board of Supervisor Member Jeff Vaughan to determine if he could assist the Town with the issues of dangerous structures.

Council briefly discussed the need for a property maintenance code, but the reason for the delay has been due to costs for a certified inspector and amending the Town Code. Also, the legal costs involved with taking the property owners to court.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilpersons Comer and Switzer)

Chief Monteleone submitted the April 2010 Police Report for review.

Following questions, he noted the new police vehicles are working out very well.

TAXATION & FINANCE

(Chairman Pierce and Councilpersons Kite and Switzer)

Committee Chairman Pierce stated the Town Budget will be advertised for public hearing on May 25, 2010, at 7 p.m., which will be followed by the regular Town Council meeting.

Following questions, Assistant Town Manager Roudabush reported the meals tax increase and the water rate increases for the water haulers will be included in the advertised budget.

PARKS & RECREATION

(Chairman Sampson and Councilpersons Pierce and Switzer)

Committee Chairman Sampson reported the following Parks and Recreation News:

The exterminator sprayed for bees at Wig-Wam Village Playground at a cost of \$75 and once the equipment is sealed, they will spray one more time.; plans include music in the park at Big

Gem during late summer or early fall; seed will be planted at Big Gem Park baseball field area as soon as possible; the roadbed will be built up and galvanized pipe installed to keep the water from washing out the graveled roadway; the Big Gem pond will be re-stocked as soon as funds become available; several work orders have been placed with public works for different park projects; bids are being obtained for a paved walking path at the River Park; a Shenandoah Elementary Fifth Grade Class planted white pines at Scout Park; the Shenandoah Beautification Committee planted all the flower pots on 340, First Street, Town entrance signs, and the canoe leading into the River Park.; Thanked the Newport Ruritan Club for volunteering many hours labor to work on the bike trails.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Comer and Councilpersons Jenkins and Pierce)

Committee Chairman Comer noted once he receives Vice Mayor Kite's list, the Capital Improvement Plan (CIP) information can soon be forwarded to the Planning Commission for review and comments.

He noted the technology seminar had low attendance, but different ideas may be tried in the future. It was noted the local newspaper reporter was very impressed with the amount of information local businesses could have obtained at this free seminar.

Councilman Jenkins reported Town business owners would be very appreciative if the Mayor or Town Manager visited them and inquired about their businesses and any ways the Town may be of assistance.

COMMUNITY SERVICE

(Chairman Kite and Councilpersons Jenkins and Pierce)

Council discussed the public works department has started clearing the lot for the proposed Veteran's Memorial Park on Virginia Avenue, which will have flags and monuments for all branches of the military. The park monuments and flags are being paid for by proceeds from the Christ United Methodist Church auction. However, the Town is incurring costs for the legal transfer of the property and any sidewalk replacement needed in this area.

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PERSONNEL

(Chairman Pierce and Councilpersons Sampson and Switzer)

Committee Chairman Pierce submitted a memorandum to Council recommending hiring Andrew Jenkins to fill the full-time wastewater/water supply operator position. He noted following interviews, Mr. Jenkins seemed to be the best candidate for the job. He noted the Personnel Committee did stress to Andrew Jenkins during the interviews that failure to obtain the required licenses will result in immediate dismissal.

A **Motion** was made by Councilman Pierce, **seconded** by Councilman Sampson, to hire Andrew Jenkins to fill the wastewater treatment/water supply operator position at a salary of \$18,500, effective May 17, 2010, contingent upon receipt of Class 4 wastewater and water licenses within two (2) years of employment date and Class 3 licenses within three (3) years of employment date.

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Members Roll Call Vote was as follows:

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YEA: Vice Mayor Kite

NAY: None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

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ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE:□□□□□□□ **Unanimous in favor of motion.**

POLICE REPORT

There was nothing further to report during this period.

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UNFINISHED BUSINESS

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There was no unfinished business to come before Council during this period.

NEW BUSINESS

1. Council briefly discussed the Clean Water Act will take affect in 2012 and will most likely cause more stringent requirements and possible upgrades to the Town sewer plant.
2. Mayor Lucas and Council Members noted the Town has the option to apply to hold Town elections during the regular November elections, which may save money in the long run. However, it was noted the Town would have initial costs involved with changing the election date as well.

TOWN MANAGER'S REPORT

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Town Manager Dovel reported the Town's air compressor has water in the oil. He noted it will cost about \$2,000 to repair it, but since it was originally purchased in 1977, it is not worth the money to fix it now.

He noted it would cost \$12,000 to \$14,000 to purchase a new one or one can be rented for about \$100 a day.

He explained this large air compressor is mainly used to jack hammer areas, and is not needed but a couple of times a year.

Following a brief discussion, it was the consensus of the Council to authorize renting a large air compressor whenever it is needed.

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MAYOR'S REPORT

Following a brief discussion, Mayor Lucas noted he would RSVP for all Council Members to attend the VIP luncheon during the Memorial Day Festival on May 29, 2010, at Noon at Stevens Cottage.

Mayor Lucas then reported the Shenandoah Volunteer Rescue Squad has requested Council's permission to run calls within the Town limits.

It was discussed the state has temporarily re-instated the volunteer's license to operate, the Page County Board of Supervisors will not give permission for them to run calls at this point due to apparent disagreements between the County and the volunteers on which medical director will be used and possibly other items.

Although Council agreed most residents in the area seem to prefer to be transported to Rockingham Memorial Hospital during emergencies, it was unclear as to whether or not which medical director used has a bearing on which hospital the patient is transported to. Some Council Members felt the medical director used probably had no bearing on which hospital was used, other Council Members were not sure if this was the case or not.

Therefore, following a brief discussion, it was the consensus of the Council the Town would contact Heather Phillips of the State Emergency Management Office to determine answers to the following questions: a) Does the medical director used have a bearing on which hospital a patient is transferred to? b) What authority and duty does a medical director have? c) If the Shenandoah Volunteer Rescue Squad is required to go with the County or Page Memorial Medical Director, where will their training site be located?

Council Members also agreed the Town Attorney should be consulted prior to the Town Council giving an answer to the volunteer rescue squad members on whether or not calls could be run inside the Town limits or any other issues occurring between the volunteers and Page County. It was noted the Town Attorney has previously advised the Town Council the volunteer rescue

squad is a private organization and the Council has no authority, except to make donations to the volunteers.

FOR THE GOOD OF THE TOWN ☐

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Carol Lee Strickler, Crime Solvers Board of Director Member, reported their program has helped solve 575,000 cases across the country and paid over \$40 million in rewards, resulting in over 112,000 convictions. She provided Council with a brochure outlining the Crime Solvers work.

ADJOURN

There being no further discussions, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Sampson, to adjourn the meeting at 8:55 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite

NAY: None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE: Unanimous in favor of motion.

