

MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING

AUGUST 10, 2010

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, August 10, 2010, 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; Russell Comer, Jr.; Charles Jenkins; I. Michael Lowe; Richard Pierce; and Keith Sampson.

Council Members absent were: None.

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

Citizens present were: Planning Commission Member Guy Monger and Briana Campbell, Luray-Page Chamber of Commerce.

Media Representatives: Joe Farruggia, The Page News & Courier.

RECEIVING OF VISITORS

1 - Mayor Lucas reported Kevin Shifflett was to be awarded the July Community Enhancement Award tonight. However, Mr. Shifflett is serving in Iraq and will be at the Council's September 28, 2010, meeting to accept the award.

2 – Briana Campbell of the Luray-Page County Chamber of Commerce presented tourism updates. Both tourist walk-ins and local walk-ins have increased over the past year with 1,782 local walk-ins and almost 7,000 tourists visiting the chamber welcome center. The Chamber currently has 432 members and they also have new advertising opportunities available to their members. Anyone having questions on the new opportunities may reach her at 743-3915 or briana.campbell@luraypage.com

Regarding marketing, she noted the Visitor's Guide will include information regarding the 75th Anniversary of the Shenandoah National Park and about all three (3) Towns. Also, they have a section of the new kiosk at Luray Caverns, which is basically a visual billboard of the entire County to make visitors aware of the many things to see and do in Page County. They are also planning a flea market on September 25th from 8 a.m. until 3 p.m., and tables may be reserved for \$50 each.

Mayor Lucas and Town Council Members thanked Ms. Campbell for her reports and all her hard work for the entire County.

JULY 27, 2010, PUBLIC HEARING AND REGULAR MEETING MNUTES:

A Motion was made by Councilman Lowe, seconded by Councilman Sampson, to approve the Regular Meeting Minutes held on July 27, 2010, as presented.

Members Vote was as follows:

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

ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE: Unanimous in favor of motion.

APPROVAL OF BILLS:

Councilman Jenkins inquired about why the Town had to pay unemployment for a sewer plant employee who was terminated?

Assistant Town Manager Roudabush explained there was a hearing with the Virginia Employment Commission, but the Town did not win the case.

Councilman Comer noted he felt it was because the employee was retained beyond the set probationary period.

Mayor Lucas inquired if the police equipment is returned when a police officer leaves employment with the Town?

Chief Monteleone stated yes, they complete an inventory and all equipment is returned.

Mayor Lucas noted inmate trustee lunches on warrant number 28841, seemed a little higher than normal. He inquired if the line item was over budget yet?

Assistant Town Manager Roudabush explained the lunches probably included the two (2) summer youth workers as well. She noted the amount was for all of July and part of August too, and Town Manager Dovel always keeps a close eye on the budget items.

Councilman Comer inquired why inmate trustees are working on Saturday's?
Vice Mayor Kite stated he saw them working on a Sunday as well.

Councilman Jenkins inquired if the inmate trustees do anything for the Town on the weekends other than watering the plants.

Councilman Sampson explained the part-time parks and recreation worker has a full-time job and does a lot of the work for the Town on the weekends. He noted due to the number of parks in Town, the employees need inmate assistance to water plants, mow, weed eat, and keep up the parks.

There being no further questions, a Motion was made by Vice Mayor Kite, seconded by Councilman Pierce, to approve the bills, dated August 10, 2010, in the Combined Accounts Disbursements Warrants #28796 - #28846 in the amount of \$72,550.03.

Members Roll Call Vote was as follows:

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

ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE: Unanimous in favor of motion.

TREASURER'S REPORT: Mayor Lucas read the Treasurer's report, submitted by Deputy Treasurer Christl McCoy, for August 10, 2010.

Following a brief discussion, Council authorized Treasurer Breeden to temporarily suspend

making deposits in the General Fund Capital Improvements Checking account and to double up the deposits in the Utility Fund Capital Improvements Checking account until the balances are even. They noted after both accounts are equal, splitting the deposits between the two accounts will resume.

A Motion was made by Councilman Sampson, seconded by Councilman Comer, to approve the August 10, 2010, Treasurer's report in the amount of \$1,250,660.78, as read.

Members Vote was as follows:

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

ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE: Unanimous in favor of motion.

CORRESPONDENCE

Item # 1 – Mayor Lucas and Council Members received information that Governor Bob McDonnell is still gathering comments on job creation and has scheduled Town Hall meetings. The closest to our area will be held on August 26th at James Madison University, East Campus Dining Hall, Montpelier Room. The meeting begins at 7 p.m.

Item # 2 – Assistant Town Manager Roudabush reported the next cruise in will be held on August 13th at 6 p.m. on First Street. She also noted the Shenandoah Heritage Center already has three (3) sponsors lined up for next year's cruise ins and if more sponsors are obtained they are considering extending the cruise ins April through October in 2011. Council will receive a

special event application when the 2011 cruise in dates are set.

Item # 3 – Mayor Lucas and Council Members received an engineer's report on everything needed to repair the old Casey Jones building, which is located on Virginia Avenue. This building was damaged by heavy snow this past winter. The owner has stated his desire to sell the building as is, but noted if a purchaser is not obtained within the next several weeks, he plans to demolish it completely.

Councilmen Sampson and Pierce expressed interest in the Town trying to obtain this building for a future museum and parks and recreation building to hold after school programs.

Councilman Sampson explained the current parks and recreation building needs a lot of repairs, which may cost more than the purchase and repair of this building would cost.

Vice Mayor Kite and Councilmen Comer and Jenkins were somewhat concerned about the amount of money it may take to make the building habitable again. It was noted there may be asbestos issues with the building and a new heating system would be needed. Additionally, the Town may have access to the Shenandoah Community Center for programs.

Following a brief discussion, Council tabled action in this matter to allow more time to explore the costs involved with purchasing and renovating it for a Town museum and recreation center.

Item # 4 – Mayor Lucas and Council Members received an estimate to construct a small bridge at the river park to allow the walking trail to be extended.

Councilman Sampson explained the bid was over the planned budget by \$2,000. Therefore, he requested action be tabled at this time and noted the Parks and Recreation Department will explore other options for constructing this small bridge.

Item # 5 – Councilman Pierce reported Christ United Methodist Church (CUMC) has agreed to allow use of their fellowship hall to be designated as a "Red Cross Disaster Shelter" for this area. He noted volunteers are needed to be trained to register citizens and to help cook food in the event of a disaster. Pre-registration for volunteer training is required. Those interested in volunteering should call the church office at 652-8764 prior to August 29th to register for training classes to be held on September 11, 2010 from 10 a.m. until 5 p.m. at CUMC in Shenandoah.

Following questions, he noted the Red Cross would supply cots, food, and generators to the shelter whenever needed during disasters.

Item # 6 – Mayor Lucas read a letter from the Shenandoah Volunteer Fire Company 70 requesting Council approve their officers who were elected for 2010-2011.

A Motion was made by Councilman Lowe, seconded by Councilman Sampson, to approve Shenandoah Volunteer Fire Company Officers for 2010 – 2011 as follows: Chief K. L. Jenkins; Assistant Chief James Williams; Captain Eric Painter; First Lt. Timmy Kite; Second Lt. John Jenkins; Chief Truck Driver Gary Taylor; Chief Engineer Jamie Harris; Chief Electrician Steve Rodgers; Chief Fire Warden Bobby Comer, Jr.; Alternative Wardens Bobby Comer, Sr.; Donnie Sutherland; Billy Foltz; President Gary Taylor; Vice President C. W. Jarrell; Secretary Billy Foltz; Treasurer David Huffman; and Chaplain Timmy Kite.

Members Vote was as follows:

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

ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE: Unanimous in favor of motion.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilpersons Jenkins and Sampson)

Committee Chairman Kite stated James Shifflett has submitted applications for water and sewer taps at 1025 Ramona Avenue.

Mayor Lucas and Council Members briefly discussed this matter and noted they would require additional information on the size of the water line required to maintain water pressure for residents in this area, due to the new homes being constructed. They noted an engineer's report may be required as Council was concerned the Town may be responsible for the any water and sewer issues once the new homes are sold by the developer.

Therefore, Council agreed to table action on Mr. Shifflett's request until the next meeting to allow more time for review of potential water or sewer issues in the Ramona Avenue area for existing homes and the new homes being constructed.

Mayor Lucas and Council Members received an estimate from Charlie's Backhoe and Construction to replace 52 feet of sewer line off of Junior Avenue. It was noted roots are growing in the lines and it is causing flow issues. The Town does not have the equipment needed to remove the trees and install this section of the main sewer line in this area.

Several Council Members noted they were not sure 52 feet of pipe replacement would be enough to complete the job. Also, they noted the Town would be responsible for clearing away the trees and debris after the work is completed.

A Motion was made by Councilman Jenkins, seconded by Councilman Lowe, to accept the bid from Charlie's Backhoe & Construction to remove trees and install 52 feet of sewer pipe off of

Junior Avenue, in the amount of \$1,358, and authorize either Mayor Lucas or Town Manager Dovel to approve up to \$5,000 total if needed to complete the project.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite NAY: None.

Councilman Comer

Councilman Jenkins

Councilman Lowe

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE: Unanimous in favor of motion.

Work Orders were requested for the following: Water leak at the Shenandoah Baptist Church and a water leak on Second Street near the Wheeler property.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilpersons Comer and Sampson)

Mayor Lucas reported the brake problem on the Town's Ford Taurus has been repaired now.

Work Orders were requested for the following: install barricades or caution tape near the steps at 501 Third Street to alert people of the hazards at this property; ask VDOT to install a stop sign at the intersection of Central Avenue and North Second Street.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilpersons Comer and Switzer)

Chief Monteleone reported both he and Captain Paul Davis would be available to show citizens the new police car and answer questions at the August 13th cruise in on First Street.

TAXATION & FINANCE

(Chairman Pierce and Councilpersons Kite and Switzer)

There was nothing to report during this period.

PARKS & RECREATION

(Chairman Sampson and Councilpersons Pierce and Switzer)

Committee Chairman Sampson then reported the following Parks and Recreation News:

River Park – Clean fill dirt is needed for the volleyball courts. Big Gem Park – The Christmas tree seems to be dying and will most likely need to be replaced.; Thanks to Town employees Mark Armentrout and Mike Wheeler for removing the fallen tree from the pond.; They will install a sign that no hunting is allowed in the park. Someone was caught bow fishing, which is not allowed. Tennis – Electric poles were installed at the courts and the association is currently holding a tournament; Basketball – kindergarten and girls basketball signups are underway now; Cannon – a person has been approved to remove the cannon wheels to have them repaired. This repair will cost approximately \$2,500, but the money was put in the budget for this expense.

A brief discussion was held regarding the public boat ramp at the river park and it was noted many vehicles have been damaged over the years due to the ramp becoming slick causing them to slide into the river. It was noted the Department of Game and Inland Fisheries recently bolted a metal grate to the ramp, which would provide traction for vehicles. A sign was installed to not walk on the grate without shoes on. However, the canoe company owners complained their boats were being damaged by the sharp grate and several of their customers, including at least one child, cut their feet on the ramp. It was reported the injuries were severe enough to require medical treatment. Apparently some canoeist are from other countries and don't read English or children were too small to read the warning.

Council discussed the canoeist should be able to use the new dock installed by the James Madison Crew Club and they would explore options for the ramp with the Department of Game and Inland Fisheries to prevent vehicles from becoming damaged.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Comer and Councilpersons Jenkins and Pierce)

Committee Chairman Comer reported Mayor Lucas and several Council Members attended a Board of Supervisors meeting to request the County add Part III of the Uniform Statewide Building Code for Property Maintenance to their agreement with the Town under Building Inspections. He noted they also requested the Town be allowed to use the County Board of Appeals. Everyone felt the Board of Supervisor Members were supportive of the Council's request and noted they may just adopt the property maintenance code to include the entire county as they may experience the same problems with certain properties. The Town hopes to have an answer from the Board prior to the August 24th Town Council meeting.

Vice Mayor Kite stated the Town of Shenandoah is not the only locality experiencing problems with vacant and dilapidated structures. He explained one locality in Pennsylvania has adopted an ordinance requiring vacant property owners to pay the Town a fee of \$500 the first year with the fee increasing each year it remains vacant up to \$1,500. He noted their plan seems to be working as a lien is placed on the property if the owner does not pay the yearly fee and once the property is sold, the locality recovers their money. He explained most property owners will either demolish their vacant structures or sell them to someone who will renovate them, rather than keep paying a yearly fee.

Councilman Lowe stated he also saw where a Town in Pennsylvania is now photographing vacant or dilapidated structures and placing the photos along with the property owners name and address on a website for everyone to see. He noted sometimes a little public humiliation goes a long way toward helping the situation too.

Mayor Lucas and Councilman Pierce discussed the recent meeting with the Committee set up by Governor McDonnell to explore ways to create jobs and lessen the number of unemployed in our County. They briefly discussed the things learned at this meeting, which included the Towns should come up with a plan to set themselves apart from other areas to entice more businesses.

Councilman Pierce stated he felt the Town should adopt a resolution in support of marketing the Town for technology businesses, since the Town has current access to high speed internet service and several office space vacancies.

Mayor Lucas and Council Members agreed and noted this resolution could be reviewed and possibly adopted at the next meeting. Once it is adopted the resolution will either be hand delivered or mailed to our legislators, along with information about our Town.

Vice Mayor Kite suggested the Town pursue funding through several different foundations being set up by billionaire's who intend to give half of their wealth to needy communities during these tough economic times. He noted someone from the Town would need to make a great presentation to receive the funding from these type foundations.

Councilman Jenkins reported the Genie Plant is apparently down to 14 employees and he inquired if they are eligible for a reimbursement of their machinery and tools taxes, which may assist them from closing completely.

Councilman Comer stated the County approached the company officials in the past with an offer of assistance, but they reported there was nothing that could be done. He noted they reported the business was declining due to low orders for their products.

COMMUNITY SERVICE

(Chairman Kite and Councilpersons Jenkins and Pierce)

A Motion was made by Vice Mayor Kite, seconded by Councilman Pierce, to authorize a Community Enhancement Award for Holtzman Oil Corporation for new signs and pumps at Milnes Market recently installed.

Members Vote was as follows:

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

ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE: Unanimous in favor of motion.

PERSONNEL

(Chairman Pierce and Councilpersons Sampson and Switzer)

There was nothing to report during this period.

POLICE REPORT

There was nothing further to report during this period.

UNFINISHED BUSINESS

Councilman Jenkins reported the Town Hall's new computer was ordered and will be installed soon. He also noted the Town Manager's computer has been upgraded and it is working great now.

NEW BUSINESS

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

TOWN MANAGER'S REPORT

There was nothing further to report during this period.

MAYOR'S REPORT

Mayor Lucas noted he did not have anything further to report.

FOR THE GOOD OF THE TOWN

Councilman Sampson noted Christ United Methodist Church is accepting good used or new items for their annual auction. He reminded everyone half the profits from this auction will go toward the Veteran's Memorial Park.

ADJOURN

There being no further discussions, a Motion was made by Vice Mayor Kite, seconded by Councilman Sampson, to adjourn the meeting at 8:59 p.m.

Members Vote was as follows:

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

ABSTAIN: Mayor Lucas.

ABSENT: None.

VOTE: Unanimous in favor of motion.

APPROVED: ATTESTED:

_____ Clinton O. Lucas, Jr., Mayor 2 Regular Meeting	_____ Juanita Roudabush, MMC
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Town Council Minutes
August 10, 2010