

MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
REGULAR MEETING

OCTOBER 12, 2010

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, October 12, 2010, at 7:00 p.m., with Vice Mayor William Kite, presiding.

The meeting began with the Pledge of Allegiance.

ATTENDANCE: Council Members present were: Vice Mayor William Kite; Russell Comer, Jr.; Councilman Charles Jenkins; I. Michael Lowe; Richard Pierce; and Keith Sampson.

Council Members absent were: Mayor Clinton O. Lucas, Jr.

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

Citizens present were: Planning Commission Member Guy Monger, Jr.; Shenandoah Merchant's Association Secretary Brenda Haggett; Carol Lee Strickler; Rob Goldsmith; Ron Schupner; Philip Secrist, Jr.; Michael Ferrell; Austin McKinney; Zachary Croft; Daniel Triggs; Jesse Sullivan; Eric Croft; Mel McKinney; Mary Merica; and Jennifer Bowling.

Media Representatives: Ted Hayes, The Valley Banner.

RECEIVING OF VISITORS

# 1 – Rob Goldsmith of People, Inc. addressed Council regarding programs and services available through this community action agency, which serves low to moderate income individuals and businesses. He explained People, Inc. has been assisting communities since 1964, and was initially mainly funded through grants. He noted now much of their financial support comes from the private sector, while they still receive some grant funding as well. He reported Councilman Jenkins and Carol Lee Strickler gave him a tour of the Town earlier in the day and there are several areas, which could benefit from their programs. He provided Council with a booklet of their activities and programs and noted they fit the program to the needs and desires of each particular community. He stated if anyone knew of a program or project they would like to see in Shenandoah, then they should contact him to discuss the ways his group may be of assistance.

Several Council Members noted there are definitely several parcels of property that could benefit from assistance to construct a combination commercial/residential facility.

Mr. Goldsmith requested Council forward his contact information onto to anyone they feel may be interested. He also noted if Council or community members are aware of any low to moderate income neighborhoods in need of rehabilitation, then People, Inc. may be able to assist them as well.

Vice Mayor Kite and Council Members thanked Mr. Goldsmith for his presentation.

# 2 – Ron Schupner thanked Council for recent improvements to Wahnona Avenue, but requested more assistance with repairs needed to this street, which he uses to access his home. He explained he was brought into the Town limits by the boundary line adjustment, but does not receive any services from the Town. Therefore, he felt the Town could at least assist with more street improvements in this area. He also requested assistance with site distance being impaired by his neighbor's overgrown shrubbery and weeds.

Councilman Jenkins provided Council with a list of drainage calculations on Wahnona Avenue. He noted it appeared the ditches are carrying the water appropriately now.

Council Members stated most all of the areas brought into Town by the boundary line adjustment have Town services and all the areas now have police protection. They noted when

the boundary line was completed, the Council serving at the time, agreed to pursue funding for extending water and sewer to each property, and they have been reviewing this matter, but the Town's financial condition has not allowed for any extensions at this time. It was noted, however, there was no time limit put upon any extension of services beyond what already existed, and the burden of connecting to Town water or sewer was not forced upon the homeowners either.

Following the discussion, Council agreed the Town would put down stone on the road where dirt was removed from the ditches for better drainage. The Town will also ask VDOT for millings to place in several locations in Town, including this street.

Councilman Jenkins reminded Mr. Schupner, who owns a business in Town; Council has requested Town employees to utilize local businesses whenever economically feasible to purchase supplies. He explained it is unfair to them if they are in a local business to purchase Town supplies, and are subjected to verbal assaults regarding street improvements that only the Council can direct to have done.

Mr. Schupner responded that he had merely asked the employee a question on this matter.

Council heard Comer Lane, at this intersection, is apparently maintained by the Virginia Department of Transportation and they would need to take any necessary action on site distance requirements in this area. Council agreed the Town Attorney may have to be consulted to determine if the Town should become involved in this matter.

# 3 – Brenda Haggett spoke representing the Shenandoah Merchant's Association. She explained they want to revive the Christmas decorating contest for businesses and residences in Town. They plan to offer a substantial prize package, which is being sponsored by local businesses, and they wanted to request the Town also donate \$150 to be used toward some of the prizes for this program.

Council agreed to review this matter and will determine if funds are available by their next regular meeting.

SEPTEMBER 28, 2010, REGULAR MEETING MINUTES:

A Motion was made by Councilman Lowe, seconded by Councilman Sampson, to approve the Regular Meeting Minutes held on September 28, 2010, as presented.

Members Vote was as follows:

YEA: Councilman Comer    NAY: None.  
      Councilman Jenkins  
      Councilman Lowe  
      Councilman Pierce  
      Councilman Sampson

ABSTAIN: Vice Mayor Kite.

ABSENT: Mayor Lucas.

VOTE: Unanimous in favor of motion.

APPROVAL OF BILLS:

Councilman Pierce inquired which Town well is reimbursed for electric usage?

Town Manager Dovel reported it is well number five (5). He noted the new electric company had not been sending the Town a bill for most of our facilities, but Treasurer Breeden contacted them and is hoping they will generate a bill for the Town now.

There being no further questions or comments, a Motion was made by Councilman Pierce, seconded by Councilman Sampson, to approve the bills, dated October 12, 2010, in the Combined Accounts Disbursements Warrants #28968 - #29021 in the amount of \$106,565.30.

Members Roll Call Vote was as follows:

YEA: Councilman Comer NAY: None.  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce  
Councilman Sampson

ABSTAIN: Vice Mayor Kite.  
ABSENT: Mayor Lucas.  
VOTE: Unanimous in favor of motion.

TREASURER'S REPORT: Vice Mayor Kite read the Treasurer's report, submitted by Treasurer Cindy Breeden, for October 12, 2010.

A Motion was made by Councilman Sampson, seconded by Councilman Comer, to approve the September 28, 2010, Treasurer's report in the amount of \$1,208,187.66, as read.

Members Vote was as follows:

YEA: Councilman Comer NAY: None.  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce  
Councilman Sampson

ABSTAIN: Vice Mayor Kite.  
ABSENT: Mayor Lucas.  
VOTE: Unanimous in favor of motion.

CORRESPONDENCE

Item # 1 – Vice Mayor Kite and Council Members received a memorandum regarding reappointing Town Planning Commission Member Douglas Rudolph.

A Motion was made by Councilman Comer, seconded by Councilman Sampson, to reappoint Douglas Rudolph to another term, through November 8, 2014, on the Town Planning Commission.

Members Vote was as follows:

YEA: Councilman Comer    NAY: None.  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce  
Councilman Sampson

ABSTAIN: Vice Mayor Kite.

ABSENT: Mayor Lucas.

VOTE: Unanimous in favor of motion.

Item # 2 – Vice Mayor Kite and Council Members received a memorandum regarding reappointing Town Industrial Development Authority Members Arnold Jenkins, Nancy Karnes, and U. S. “Jack” Rinaca, Jr.

A Motion was made by Councilman Comer, seconded by Councilman Sampson, to reappoint Arnold Jenkins, Nancy Karnes, and U. S. “Jack” Rinaca, Jr. to terms, through November 13, 2014, on the Town Industrial Development Authority.

Members Vote was as follows:

YEA: Councilman Comer NAY: None.

Councilman Jenkins

Councilman Lowe

Councilman Pierce

Councilman Sampson

ABSTAIN: Vice Mayor Kite.

ABSENT: Mayor Lucas.

VOTE: Unanimous in favor of motion.

Item # 3 – Vice Mayor Kite read a special event application from the Page Valley Tennis Association to hold a Haunted Terror Trail at Big Gem Park. This fundraising event is scheduled from 7 p.m. until 11 p.m. on October 27th and October 28th, and from 7 p.m. until Midnight on October 29th and October 30th. There will be a kid's night on Friday, October 29th, which will include campfire stories, trick or treating stations and arts and crafts stations. Concession stands will be open every night. Entry into the Terror Trail will be \$8 for age 13 to adult and \$5 for kids 12 and under. Children 12 and under must be accompanied by an adult to enter the terror trail.

A Motion was made by Councilman Sampson, seconded by Councilman Lowe, to approve the special event application from the Page Valley Tennis Association for a Terror Trail at Big Gem Park, as presented.

Members Vote was as follows:

YEA: Councilman Comer NAY: None.

Councilman Jenkins

Councilman Lowe

Councilman Pierce

Councilman Sampson

ABSTAIN: Vice Mayor Kite.

ABSENT: Mayor Lucas.

VOTE: Unanimous in favor of motion.

Item # 4 – Vice Mayor Kite and Council Members received the September 2010 Town vehicle gasoline log for review.

Item # 5 – Vice Mayor Kite and Town Council Members received the September 2010 Town Police Report for review.

Item # 6 – The Town received a resolution from the Town of Mineral requesting other localities adopt a similar resolution opposing any action by the General Assembly which would adversely affect revenue received from the Business, Professional, and Occupational Licensing (BPOL) tax. The resolution is as follows:

WHEREAS, the Town of Shenandoah has authority to collect Business Professional Occupational License Tax pursuant to Section 58.1-3703.1, Code of Virginia,

WHEREAS, the Town of Shenandoah is a small town with a population of 1,878 citizens,

WHEREAS, the BPOL Tax is a vital tax for the Town of Shenandoah and it's fiscal budget, the BPOL Tax makes up a large part of the entire revenue for the Town of Shenandoah,

WHEREAS, the Town of Shenandoah relies heavily on the revenue of the BPOL Tax for operational costs, in the daily operation of the Town of Shenandoah,

WHEREAS, the BPOL Tax has become the target of negative attention at the state level of government, and it being the Town of Shenandoah's opinion that the state government does not have firm understanding of a smaller municipal budget or operation,

NOW, THEREFORE, BE IT RESOLVED, the Town Council of the Town of Shenandoah is requesting that all State Representatives consider all aspects of the BPOL Tax before any



decisions are made and contact all cities, towns, and counties before any changes are made that would affect the BPOL Tax and how it would impact the cities, towns, and counties in the Commonwealth of Virginia,

BE IT FURTHER RESOLVED, that a certified copy of this resolution to be forwarded to all state representatives in the Commonwealth of Virginia.

A Motion was made by Councilman Pierce, seconded by Councilman Sampson, to adopt the resolution regarding BPOL taxes, as presented.

Members Vote was as follows:

YEA: Councilman Comer    NAY: None.  
      Councilman Jenkins  
          Councilman Lowe  
          Councilman Pierce  
          Councilman Sampson

ABSTAIN: Vice Mayor Kite.

ABSENT: Mayor Lucas.

VOTE: Unanimous in favor of motion.

Item # 7 – The Town received an invitation to a seminar on health care reform and wellness programs by Valley Health. The event will be held on October 27, 2010, at 8:30 a.m. in Winchester. RSVP to Doris Bell at 540-536-1826 or email [dbell@valleyhealthlink.com](mailto:dbell@valleyhealthlink.com)

Item # 8 – The Town received information regarding the Shenandoah Crafters Annual Craft Show and Sale at the Shenandoah Elementary School on November 6 from 10 a.m. until 5 p.m. and on November 7 from Noon until 4 p.m. Quality workmanship of handmade craft items and lots of delicious food will be available at this event. This is a fundraising event which benefits local community and volunteer organizations. More information may be obtained at 540-652-8404 or 540-249-3263.

Item # 9 – Vice Mayor Kite and Council Members thanked Tim and Becky Williams for their generous donation of \$500 toward construction of the foot bridge to extend the walking track at the Shenandoah River Park.

Item # 10 – The Town received a newsletter from Choices, the Council on Domestic Violence for Page County, with their motto of “To prevent both domestic and sexual violence through public awareness and education, and to serve as a resource and safe haven to those affected.” The group provided services to over 800 men, women, and children during their past fiscal year in addition to providing information to school students on healthy (non-violent) vs. unhealthy (violent) relationships. Volunteers and donations are always accepted. More information may be obtained by calling 540-743-4414 or visiting their website at [www.choicesofpagecounty.org](http://www.choicesofpagecounty.org)

Item # 11 - The Shenandoah Merchants Association provided information about their organization and a list of over 120 businesses in Shenandoah. More information may be obtained at their website [www.shopshenandoahva.com](http://www.shopshenandoahva.com)

Item # 12 - Received the Fall 2010 Newsletter, which is full of very useful information on current events and programs. See more at [www.TownOfShenandoah.com](http://www.TownOfShenandoah.com)

Item # 13 - Received a notice from the Department of Environmental Quality for a public hearing to be held on November 9, 2010, at 6:30 p.m. in Front Royal, for a proposed combined-cycle natural gas-fired electric generation facility in Warren County. Public comments are being accepted and more information may be obtained by call (540) 574-7852 or by emailing [Anita.Riggelman@deq.virginia.gov](mailto:Anita.Riggelman@deq.virginia.gov)

## COMMITTEE REPORTS

### WATER & SEWER

(Chairman Kite and Councilpersons Jenkins and Sampson)

Town Manager Dovel reported the new water line has been installed to serve Jean McAlister on First Street. He noted the pavement will need to be replaced and the total project will probably cost between \$2,500 and \$3,000.

#### **STREETS & PUBLIC PROPERTY**

(Chairman Kite and Councilpersons Comer and Sampson)

Councilman Sampson requested a work order to replace the broken brackets on the welcome banner at the intersection of South Third Street and Pulaski Avenue.

#### **POLICE, SAFETY, & JUDICIAL**

(Chairman Kite and Councilpersons Comer and Lowe)

There was nothing to report during this period.

#### **TAXATION & FINANCE**

(Chairman Pierce and Councilpersons Kite and Lowe)

There was nothing to report during this period.

#### **PARKS & RECREATION**

(Chairman Sampson and Councilpersons Pierce and Lowe)

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

The cannon wheels have been removed and are being sent off for repairs. Thanks to Monger's Welding who only charged \$75 for the removal of the wheels even though it took several hours and a few employees to accomplish the task.; Repairs are being made to the garage door at the P&R building; JMU Crew Club finished another section of a public dock at the Shenandoah River Park; Basketball – Kindergarten clinic is underway with 9 participants; Girls basketball is

underway with 88 participants from 1st thru 8th grades; Boys basketball will begin signups in late November and will cost \$40 each.

**INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT**  
(Chairman Comer and Councilpersons Jenkins and Pierce)

Committee Chairman Comer expressed thanks to the Shenandoah Beautification Committee for all the fall decorating they did throughout Town in the flower pots and at the entrance signs. Many positive comments have been received from the citizens and business owners as well.

Council Members briefly discussed the property available at the intersection of North Fifth Street and Williams Avenue. It was noted the People, Inc. representative was very interested in this property, as it comes with permits for the proposed townhouse project.

Committee Chairman Comer reported Fifth District Board of Supervisor Member Jeff Vaughan is still working to set up a meeting regarding the property maintenance code.

**COMMUNITY SERVICE**  
(Chairman Kite and Councilpersons Jenkins and Pierce)

There was nothing further to report during this period.

**PERSONNEL**  
(Chairman Pierce and Councilpersons Sampson and Lowe)

There was nothing to report during this period.

**POLICE REPORT**

There was nothing further to report during this period.

#### UNFINISHED BUSINESS

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

#### NEW BUSINESS

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

#### TOWN MANAGER'S REPORT

Town Manager Dovel stated he did not have anything further to report.

#### MAYOR'S REPORT

There was nothing to report during this period.

#### FOR THE GOOD OF THE TOWN

Guy Monger reminded everyone of the very important Board of Supervisors meeting to be held on October 19, 2010, at 7 p.m. at the Shenandoah Elementary School. He noted they are expected to make a decision on the Shenandoah Rescue Squad at this meeting and he encouraged everyone to attend the meeting.

#### ADJOURN

There being no further discussions, a Motion was made by Councilman Sampson, seconded by Councilman Lowe, to adjourn the meeting at 8:47 p.m.

Members Vote was as follows:

YEA: Councilman Comer    NAY: None.  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce  
Councilman Sampson

ABSTAIN: Vice Mayor Kite.

ABSENT: Mayor Lucas.

VOTE: Unanimous in favor of motion.

APPROVED:    ATTESTED:

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Clinton O. Lucas, Jr., Mayor    Juanita Roudabush, MMC