

MINUTES

TOWN COUNCIL

TOWN OF SHENANDOAH

REGULAR MEETING

□

NOVEMBER 10, 2009

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, November 10, 2009, 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 L. Kite
; Russell Comer, Jr.; Charles Jenkins (arrived at 7:09 p.m.); 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: None.

☐

Media Representatives: None.

RECEIVING OF VISITORS

Letter Perfect was awarded the October 2009 Business Community Enhancement Award for recent improvements made to their property at 700 Tenth Street.

Mayor Lucas noted the plaque will be presented to Letter Perfect representatives at a later date.

□

OCTOBER 27, 2009, REGULAR MEETING MNUTES:

A **Motion** was made by Councilman Sampson, **seconded** by Councilman Pierce, to approve the **Regular Meeting Minutes** held on October 27, 2009, as presented. Oc

Members Vote was as follows:

YEA: Vice Mayor Kite

NAY: None.

Councilman Comer

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

□

ABSTAIN: Mayor Lucas

ABSENT: Councilman Jenkins (arrived at 7:09 p.m.)

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

APPROVAL OF BILLS:

Councilman Sampson inquired about warrant number 27943 which indicated it was for a 10 year supply of oil?

Town Manager Dovel explained they were able to save \$27.00 per gallon by ordering a 55 gallon drum of oil, which is actually about a six (6) year supply. He noted this oil is used for the motors at the sewer plant.

Councilman Sampson stated warrant number 27949 was for the Dodge truck, and noted the Council may want to consider replacing this vehicle in their next budget cycle, as it is almost worn out.

Councilman Pierce noted warrant number 27935 indicates Embarq changed their name to Century Link.

Councilman Comer requested Town Manager Dovel check to ensure the Towns of Stanley and Luray pay the same rate at the Page County Landfill as the Town of Shenandoah pays for them to take our sludge.

Councilman Sampson noted the Town of Luray adds leaves and composts a lot of their sludge, so they may not pay any landfill sludge fees.

Councilman Pierce noted since the Town will have a new Board of Supervisor representative and there will be other new board members, the Town could ask them to lower or remove this fee at the landfill.

There being no further questions, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilwoman Switzer, to approve the bills, dated

November 10, 2009

, in the

Combined Accounts Disbursements Warrants #27929 - #27978

in the amount of

\$85,585.90.

□

Members Roll Call 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.

TREASURER'S REPORT: Mayor Lucas read the Treasurer's report, submitted by Deputy Clerk/Treasurer Christl McCoy, for November 10, 2009.

A **Motion** was made by Councilman Sampson, **seconded** by Vice Mayor Kite, to approve the November 10, 2009, Treasurer's report in the amount of \$1,184,224.08, as read.

□

Members Roll Call 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.**

CORRESPONDENCE

Item # 1 – Mayor Lucas and Council Members received a letter from the Virginia Department of Transportation explaining the regulations for paving and how the Town can avoid milling and repaving areas of water leaks if they can be contained to a 4'x4' area or less.

□

Item # 2 – Mayor Lucas and Council Members briefly discussed the Leon Smith family's offer to give the Town several lots on Tenth Street, if the Town will agree to having a pocket park in this area and name it after Leon Smith.

Councilman Pierce mentioned it would be good if the Town could also sell the land in the future and use the funds toward a museum in Town. He noted the Smith family name could be attached to the museum building.

It was noted the Smith family is in the process of dividing up the assets for the estate and if they finally agree to settlement, which includes the land being given to the Town, the family will have the attorney write up the deed to transfer it over.

Following a brief discussion, a **Motion** was made by Councilman Jenkins, **seconded** by Vice Mayor Kite, to accept a parcel of property on Tenth Street to be used as a park area in honor of the Leon Smith family.

□

Members Roll Call Vote was as follows:

□

YEA: Vice Mayor Kite

NAY: None.

Councilman Jenkins

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

□

ABSTAIN: Mayor Lucas and Councilman Comer.

ABSENT: None.

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

Councilman Comer noted he abstained from voting on this matter due to it involving his family members.

Item # 3 – Mayor Lucas noted the Council received a letter from Grace House giving additional information about the home and listing their Board of Directors.

Item # 4 – Mayor Lucas and Council Members received an invitation to the 2009 Town of Luray Christmas Parade.

Following a brief discussion, a ***Motion*** was made by Councilwoman Switzer, ***seconded*** by Councilman Sampson, to attend the Luray Christmas Parade on December 1, 2009, at 6 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.**

Item # 5 – Mayor Lucas and Council Members received an invitation to the Stanley Christmas Parade on Saturday, December 5, 2009, at 3 p.m.

Following a brief discussion, Council Members regrettably declined the offer to ride in the Stanley Christmas Parade, due to church plays and other commitments.

Item # 6 – Mayor and Council Members received the October 2009 Town vehicle gasoline log for review.

Item # 7 – Mayor and Council Members received information regarding a Job Fair being hosted by Congressman Cantor on November 23, 2009, at 10 a.m. at the Germanna Community College Daniel Technology Center, 18121 Technology Drive, Culpeper, VA. More information may be obtained at <http://cantor.house.gov/jobfair>

Item # 8 – Mayor and Council Members received the October 2009 Police Report for review.

COMMITTEE REPORTS

□

WATER & SEWER

(Chairman Kite and Councilpersons Jenkins and Sampson)

Following questions, Town Manager Dovel explained tree roots were in the main sewer line on Coverstone Lane, but hopefully everything is repaired now.

Mayor Lucas reported there is still a water leak on Fifth Street.

Councilman Sampson noted they may have to request Elkton's listening device to find it and repair it before winter.

Vice Mayor Kite reported a water leak on Second Street near Sheila Bentley's residence.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilpersons Comer and Sampson)

Following a brief discussion, Council agreed to take down the flags across from Town Hall for the winter.

Councilman Pierce noted the Town flag will need to be replaced soon, as it is getting worn, and this is something the Council may want to add to the next budget.

Vice Mayor Kite requested the public works employees unwrap the flags from the poles along US Highway 340.

Mayor Lucas and Council Members briefly discussed an estimate in the amount of \$800 from

Denny Price regarding concrete work needed on the steps and sidewalk at the property owned by Tim Williams on North Third Street. It was noted this could be completed by the cost sharing program with the Town.

Following a brief discussion, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Jenkins, to approved \$400 for concrete work needed on North Third Street in front of a house owned by Tim Williams, with Mr. Williams paying the additional \$400 for this project to be completed.

□

Members Roll Call 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.**

Councilman Sampson noted the trees from 500 Second Street need to be trimmed as they are hanging over side walk across from fire hall. He noted someone may also want the wood from the trees in front of the house at 501 Third Street, which would allow for the sidewalks to be repaired in this area.

Town Manager Dovel stated they would request the homeowner to trim the tree limbs hanging over the sidewalk, and if he is not willing, then the Town will trim them. He noted they would ask if anyone is interested in the wood if the Town allows them to cut and remove the trees near 501 Third Street.

Vice Mayor Kite noted the old storage shed, located behind Town Hall, needs to be torn down.

Following a brief discussion, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Sampson, to remove the old metal storage shed from behind Town Hall.

□

Members Roll Call 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.**

Councilman Sampson noted any scrap metal from the buildings interior or exterior could be sold for scrap.

Mayor Lucas and Council Members briefly discussed the many power surges which continue to happen throughout Town. They requested Allegheny Power review this matter more to determine the cause.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilpersons Comer and Switzer)

Chief Monteleone presented Council with options for replacing a police cruiser.

Following questions, Chief Monteleone recommended Council choose the 2010 V-8 Charger, as it seems to be a reliable vehicle for other departments. He noted his department will also use a \$1,500 police grant toward the purchase.

He explained the company will deliver it to Harrisonburg, but it would be eight (8) to 10 weeks before it arrives.

Council considered limiting the mileage to and from work on the police vehicles, however it was determined all the officers now live either in Stanley or Elkton, which makes travel time minimal.

Chief Monteleone explained he is certified to do the firearms training for the officers and Lieutenant Davis is now certified to train the officers in the driving courses needed, which improves the department's self-sufficiency.

Council Members agreed to possibly use funds from any agreement with Rural Broadband Network Services to help pay for the purchase of a new police car.

A **Motion** was made by Councilman Pierce, **seconded** by Councilwoman Switzer, to authorize ordering a 2010 V8 Charger Police Cruiser in the amount of \$23,078, and utilize \$1,500 police grant toward this purchase.

□

Members Roll Call 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.

Following questions, Chief Monteleone stated decals will be installed on the Police Ford Explorer by using their supplies portion of the budget.

TAXATION & FINANCE

(Chairman Pierce and Councilpersons Kite and Switzer)

Committee Chairman Pierce stated Council received Town budget reports for review. He noted some tax revenue is being collected now.

□

PARKS & RECREATION

(Chairman Sampson and Councilpersons Pierce and Switzer)

Committee Chairman Sampson reported the following Parks and Recreation News: Alice Pence has volunteered to be the Big Gem Bike Trail Coordinator and will hold volunteer trail work days on Saturdays from 9 a.m. until Noon; Alice Pence has also agreed to chair a celebration committee to hold events at Big Gem Park throughout the year; there will be a Christmas Tree lighting ceremony at Big Gem Park on December 11

th

from 6 p.m. until 7 p.m.; boys basketball signups are going well with a deadline of November 24

th

and forms are available at Town Hall.

Council Members discussed the need for a volunteer award, especially for people like Alice Pence who has volunteered for several different organizations in Town recently. The Council would like to begin recognizing the fact that people take interest in our community and volunteer regularly.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Comer and Councilpersons Jenkins and Pierce)

Committee Chairman Comer reported Tina Sumpter has spent many hours researching potential grants for a seminar to promote business through technology in the community. Thus far, she has been unable to find any grants of this nature.

However, he learned the Page County Economic Development Authority (EDA) recently purchased very expensive software that is supposed to be able to find grants.

After learning of the EDA's software, Mrs. Sumpter was going to request use of it and then continue the search.

Committee Chairman Comer stated the excursion train to Shenandoah was a great success and very good for our Town. He received many compliments from our visitors and noted they were really impressed with their meal and things to do in Shenandoah.

He stated the entire group was really impressed with how Shenandoah was represented and how well the event was organized.

Everyone reported to him how much they enjoyed the sit down dinner in Shenandoah and noted they did not have a very good experience in Bluefield.

In fact, they enjoyed the trip to Shenandoah so much there have already been requests to come back to Town, and possibly do a layover in Harrisonburg.

He noted the railway society paid for a small bus for transportation, but John Maher was able to provide a full size trolley for the transport of passengers around Town.

He thanked everyone involved for making this trip such a success.

Councilman Sampson stated he was very pleased with the turnout and noted maybe next time they could bring a train car to hold any large purchases the passengers make in Shenandoah from the crafters.

Councilman Jenkins stated the Shenandoah Crafters stated they did well with the show and sale, even though they were not able to charge an entrance fee.

Councilman Pierce stated everyone seemed to enjoy Councilman Jenkins hay rides through Town.

Councilman Jenkins stated the passengers noted they wished they had more time in Town to see everything here. He noted they were impressed with the Town's river park too.

Mayor Lucas expressed his thanks to everyone involved with providing the meals to the passengers. He noted everyone was very pleased to have the Shenandoah Crafters on First Street and hoped they would continue the event here. He noted he enjoyed meeting the passengers and was able to raise funds for Relay for Life as well.

He stated he was very pleased most all the Council Members were able to be available to welcome the visitors to Town and thanked everyone involved for making the event successful.

□

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 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 High Speed Link was able to repair the Town website at no cost and everything appears to be working properly now.

Mayor Lucas and Council Members briefly discussed the proposed draft agreement between the Town and Rural Broadband Network Services.

Councilman Pierce stated the Shenandoah Wireless Broadband Authority does still exist, but has been inactive at this time, and the agreement should be re-worded to state this.

Council Members then discussed several other points of the agreement and agreed Town officials will contact the Town Attorney to finalize the questions on the draft agreement between the Town and RBNS for the internet equipment and service.

□

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 reported the new owner of the Rest Haven Cemetery is Deb Martz and she would like to sell the property to the Town, due to no funds to provide maintenance on the property. Ms. Martz stated the Town or a church could use the \$50,000 in the perpetual care account, as they are not regulated like a private individual.

However, she noted she is only allowed to use the interest on the account to provide maintenance, which is only a few dollars a month.

Following a brief discussion, Council declined the offer to purchase the Rest Haven Cemetery.

□

FOR THE GOOD OF THE TOWN □

□

Councilman Sampson requested Town Grants Administrator Jewell search for grants to restore the 103 year old building that now houses the Parks and Recreation Department.

He noted the old pumps and other equipment could be restored to show visitors how it was

formerly used, if grant funding could be obtained to restore this historic structure.

ADJOURN

There being no further discussions, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Sampson, to adjourn the meeting at 8:32 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.**

□

