

MINUTES

TOWN COUNCIL

TOWN OF SHENANDOAH

REGULAR MEETING

□

SEPTEMBER 8, 2009

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, September 8, 2009, at 7:00 p.m., with Mayor Clinton O. Lucas, Jr., presiding.

The Pledge of Allegiance was held at the previous special meeting.

ATTENDANCE: □ **Council Members present were:** Mayor Clinton O. Lucas, Jr.; Vice Mayor William L. Kite (arrived at 7:09 p.m.) ;
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; Peter J. Monteleone, Chief of Police; and Juanita F. Roudabush, Assistant Town Manager/CMC.

Citizens present were: Phyllis Morrison; Delores Lackovitch; and Bob Schneider.

□

Media Representatives: None.

RECEIVING OF VISITORS

There were no visitors to speak during this period.

AUGUST 25, 2009, SPECIAL MEETING AND REGULAR MEETING MNUTES:

A **Motion** was made by Councilman Pierce, **seconded** by Councilwoman Switzer, to approve the **Special Meeting Minutes** held on August 25, 2009, as presented.

Members Vote was as follows:

YEA: Councilman Comer

NAY: None.

Councilman Jenkins

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

□

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite (arrived at 7:09 p.m.)

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

A **Motion** was made by Councilman Sampson, **seconded** by Councilman Comer, to approve the **Regular Meeting Minutes** held on August 25, 2009, as presented. Au

Members Vote was as follows:

YEA: Councilman Comer

NAY: None.

Councilman Jenkins

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

□

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite (arrived at 7:09 p.m.)

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

APPROVAL OF BILLS:

There being no questions, a ***Motion*** was made by Councilman Sampson, ***seconded*** by Councilman Pierce, to approve the bills, dated

September 8, 2

009

, in the

Combined Accounts Disbursements Warrants #27718 - #27752

in the amount of

\$59,172.16.

□

Members Roll Call Vote was as follows:

□

YEA: Councilman Comer

NAY: None.

Councilman Jenkins

Councilman Pierce

Councilman Sampson

Councilwoman Switzer

□

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite (arrived at 7:09 p.m.)

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

□

TREASURER'S REPORT: Mayor Lucas read the Treasurer's report, submitted by Treasurer Cindy Breeden, for September 8, 2009.

A **Motion** was made by Councilman Sampson, **seconded** by Vice Mayor Kite, to approve the September 8, 2009, Treasurer's report in the amount of \$1,288,939.32, 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 read a memorandum from Grants Administrator Judy Jewell regarding the Micro Loan Advisory Board and the need to appoint existing Council Members to replace former Council Members.

Following a brief discussion, Councilman Keith Sampson; Councilman Russell Comer, Jr.; and Councilwoman Constance Switzer were appointed to serve on the Micro Loan Advisory Board along with Councilman Richard Pierce. Council discussed they may also appoint a local bank representative to this board at the next regular meeting following more review.

Item # 2 – Mayor Lucas read a thank you letter from the Shenandoah Heritage Center regarding the Town's donation to the annual Memorial Day Festival and Parade.

Item # 3 – Mayor Lucas and Council Members received an invitation to the Chamber of Commerce's meetings as follows: Business Networking Breakfast on September 10th

at 7:30 a.m. at the Mimslyn; Business after Hours on September 17th

at 5:30 p.m. at Jordon Hollow Inn; and New Member Orientation on September 18th
at 4 p.m. at the Chamber offices.

Item # 4 – Mayor Lucas and Council Members received an invitation to the Virginia Regional Transit annual luncheon on January 7, 2010 at the Belmont Country Club in Ashburn, VA.

Item # 5 – Mayor Lucas read a memorandum from Grants Administrator Judy Jewell inquiring if Council desired to continue with mailing the quarterly newsletter to Town residents.

Council Members noted the citizens expect this newsletter and it contains valuable information.

A **Motion** was made by Councilman Pierce, **seconded** by Councilman Sampson, to authorize continuation of mailing the Town Newsletter on a quarterly basis.

□

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 # 6 – Mayor Lucas and Council Members received a memorandum from Parks and Recreation Director Lori Mongold regarding the need to purchase a gate for the skate park.

Freeze's Fencing submitted a quote of \$600 to purchase and install this gate.

Chief Monteleone stated the gate is needed to secure the area after hours and to allow the Town the ability to shut off the area temporarily if the skaters do not follow the rules.

Following a brief discussion, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Sampson, to authorize purchasing a gate for the skate park in the amount of up to \$300, and have Town public works employees install it.

□

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.

Item # 7 – Council received a flyer for the 2nd Annual Page County Art and Music Festival to be held on Saturday, September 19th beginning at 11 a.m., on First Street in Shenandoah, for a full day of non-stop music, arts and crafts.

Page Valley Bank is the 2009 corporate sponsor of this event.

COMMITTEE REPORTS

□

WATER & SEWER

(Chairman Kite and Councilpersons Jenkins and Sampson)

Mayor Lucas and Council Members expressed concern regarding large expenses incurred due to the Town complying with VDOT regulations for repaving areas of water leak repairs and purchases the Town had to make for proper signage to allow Town employees to complete utility work in the streets. However, when VDOT made repairs recently, the streets were not repaved to meet the guidelines VDOT gave to the Town. Also, signs were observed in Rockingham County that do not comply with regulations, yet work was allowed to continue and the Towns' work was shut down until proper signage was purchased.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilpersons Comer and Sampson)

Following a brief discussion, Council authorized painting the curb yellow, after notifying residents in the area, on Denver Avenue from the alley to Seventh Street to prevent parking on this side of the street. School buses and emergency vehicles have difficulty maneuvering through the street when vehicles are parked on both sides of the street in this area.

Councilman Comer stated the area on Pulaski Avenue needs to be cleaned up, if possible, where cold patch was installed in areas of water leak repairs. He noted it did not properly set and has made a mess on the street.

Council authorized a letter to the property owners at 501 Third Street to remove the trash and debris from their property.

Councilman Sampson requested inmate trustee labor be utilized to remove trash from streets in Town, especially the Chaney Hollow area.

Following a brief discussion, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Sampson, to authorize Councilman Comer to act as a representative of the Town and contact the Page County Building Official regarding blighted and dangerous properties in Town.

□

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.

Councilman Pierce requested Town employees take down and dispose of yard sale signs on a regular basis, especially at the intersection of 340 and Maryland Avenue.

□

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilpersons Comer and Switzer)

Chief Monteleone submitted a written report for Council's review.

Following questions, he noted the new officer started work on Monday, September 7, 2009, and was doing a good job.

He noted school traffic is always heavy, but everything went smoothly with the start of the new school year.

□

TAXATION & FINANCE

(Chairman Pierce and Councilpersons Kite and Switzer)

Committee Chairman Pierce stated the next budget report will show the increase in revenue from refuse rates.

□

PARKS & RECREATION

(Chairman Sampson and Councilpersons Pierce and Switzer)

Committee Chairman Sampson reported the following Parks and Recreation News: area for crop planting has almost been cleared now; work on the bike trails has begun and it looks as if the trail will be challenging to climb on a bicycle; the soda machine at the river park will have to be removed due to vandalism; railroad has denied a walking trail path from Big Gem Park to the

river park due to safety concerns and their need for use of this area to turn trains around; heard Allegheny power will not remove trees from the dam unless they are presenting a hazard to the structure.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Comer and Councilpersons Jenkins and Pierce)

Committee Chairman Comer reported due to the financial condition of the Town, the Council needs to begin exploring ways to increase revenue within the next year.

Otherwise, they may be forced to increase tax rates next year.

Following a brief discussion, Council agreed to demand a quick resolution to the issue of Rural Broadband Network Services using Town's broadband equipment without the Town receiving money for its use. Several Council Members noted if the issue is not resolved soon, the Town should demand its equipment be returned.

COMMUNITY SERVICE

(Chairman Kite and Councilpersons Jenkins and Pierce)

Committee Chairman Kite noted everyone should continue to find residents who make improvements to their properties to award the Community Enhancement Award.

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

□

Mayor Lucas and Council Members discussed the excursion train to Shenandoah will arrive on Sunday, November 8th. Fire and Rescue Squad will provide the majority of the meals for this event and train passengers have pre-purchased the meals. Transportation is being pursued to shuttle the passengers back and forth to the different venues set up in Town on this date.

Volunteers will be needed to assist passengers with directions to the different locations in Town.

NEW BUSINESS

There was no new business to report during this period.

□

TOWN MANAGER'S REPORT

□

Town Manager Dovel reported representatives of the Virginia Department of Transportation from Richmond have contacted him regarding the possibility of the Town requesting the public lands funds be used for phase one of Big Gem Park Recreational Access Road, rather than its original purpose of engineering for phase two of this road. They noted then the Town could deduct the \$51,000 from the project costs of phase one, if it were to be approved to repurpose the use of these funds.

Council Members briefly discussed this issue and noted even if the Town could gain approval to use the public lands funds for phase one of the access road, the Town still cannot afford the project at this time. It was noted the Town's portion would still be \$70,000 minimum and the Town simply cannot afford it.

MAYOR'S REPORT

Mayor Lucas and Councilwoman Switzer presented information to Council regarding information they learned at the recent H1N1 (swine flu) presentation. They discussed good hand washing is the best preventative measure for keeping this virus from spreading.

Also, sneezing into the bend of the elbow or a tissue is another good way to prevent this flu from being spread.

Individuals who are sick should be required to stay home until their fever is gone for a period of at least 24 hours, without fever reducing medicines.

Employers will have to give more liberal leave policies in order to keep the virus from being spread to co-workers.

The main concern for this virus is people can be spreading the virus 24 hours before they have a fever and then still be contagious until the fever has been gone for at least 24 hours.

Vaccines will be available, but will be given to the age groups most affected by this flu.

□

FOR THE GOOD OF THE TOWN □

□

1. Delores Lackovitch reported the Shenandoah Crafters will hold their annual craft show on November 7 and November 8, 2009. They plan to be at the Shenandoah Elementary School or another location in Town. The November 8th craft show will coincide with the excursion train to Shenandoah and should add to their sales this day.

1. Robert Schneider stated he would like to thank the Council for everything they have done for him over the past two (2) years he has been in Shenandoah.

□

ADJOURN

There being no further discussions, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Sampson, to adjourn the meeting at 8:24 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.

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Juanita Roudabush, MMC