

MINUTES

TOWN COUNCIL

TOWN OF SHENANDOAH

REGULAR MEETING

OCTOBER 27, 2009

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, October 27, 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; Richard Pierce; and

Keith Sampson.

Council Members absent were: Constance Switzer.

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

Citizens present were: Dolores Lackovitch.

Media Representatives: None.

RECEIVING OF VISITORS

There were no visitors to speak during this period.

OCTOBER 13, 2009, REGULAR MEETING MNUTES:

A ***Motion*** was made by Councilman Pierce, ***seconded*** by Councilman Sampson, to approve the ***Regular Meeting Minutes*** held on October 13, 2009, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

APPROVAL OF BILLS:

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

October 27, 2

009

, in the

Combined Accounts Disbursements Warrants #27893 - #27928

in the amount of

\$63,370.74.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

TREASURER'S REPORT: Mayor Lucas read the Treasurer's report, submitted by Treasurer Cindy Breeden, for October 27, 2009.

Mayor Lucas inquired if the Town's revenue was critically low yet?

Councilman Pierce stated no, the amounts seem ok for now.

Town Manager Dovel stated the Town should be receiving more revenue in October and November, which should bring the accounts back up. Last year's revenue was about \$60,000 during October and November.

A **Motion** was made by Councilman Sampson, **seconded** by Councilman Comer, to approve the October 27, 2009, Treasurer's report in the amount of \$1,185,525.07, as read.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

CORRESPONDENCE

Item # 1 – Mayor Lucas read a letter from the Town Planning Commission recommending approval for a re-subdivision of lots request from Bonnie Hilliards, to re-subdivide a large lot into two (2) smaller lots, on property located at the intersection of Coverstone Lane and J Street.

Following a brief discussion, a ***Motion*** was made by Councilman Pierce, ***seconded*** by Councilman Sampson, to approve the re-subdivision of lots request from Bonnie Hilliards for two (2) lots on property identified by tax map number 102A2-(A)-26, as presented on the survey plat.

Members Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

Item # 2 – Mayor Lucas noted the Town received a grant in the amount of \$1,000 from the Kodak American Greenways Awards Program for a walking trail if Council chooses to accept it. He also noted this grant could be used along with the \$3, 200 previously donated by Wrangler for a walking trail as well.

Following questions, Councilman Sampson explained the area would be near where the trees were planted along the river and they are also thinking of constructing a small foot bridge over the natural drainage way too. He stated they would be able to comply with the regulations for the \$1,000 grant and noted Grants Administrator Jewell would also assist with filing the proper paperwork.

A **Motion** was made by Councilman Sampson, **seconded** by Vice Mayor Kite, to accept the terms of the grant for the \$1,000 from the Kodak American Greenways Awards Program and utilize it and the \$3,200 previously donated from Wrangler for a walking trail at the Shenandoah River Park.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

Item # 3 – Mayor Lucas noted Councilwoman Switzer has expressed her desire to resign from her position on the Town Planning Commission. Therefore, another Council Member would need to be appointed to act as a liaison between Council and Planning Commission.

Following a brief discussion, a **Motion** was made by Councilman Comer, **seconded** by Councilman Sampson, to appoint Councilman Richard Pierce to serve on the Town Planning Commission for a term ending November 8, 2013.

Members Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Sampson

ABSTAIN: Mayor Lucas and Councilman Pierce

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

Item # 4 – Mayor Lucas and Council Members received a report from the Computer Center about their activities for the first quarter of the fiscal year. The report indicated 28 students have attended three (3) classes and current enrollment of 26 more students have enrolled in four (4) other classes; currently 44 people have paid the \$12 a year fee to use the computers; the center has generated revenue and set thermostats to reduce energy consumption. The report also noted the need to order more supplies for the computer center.

Councilman Jenkins noted the supplies pay for themselves by the services they provide at the center.

A **Motion** was made by Councilman Jenkins, **seconded** by Vice Mayor Kite, to authorize purchasing a printer cartridge and supplies for use at the computer center in the amount of \$571.04.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

Item # 5 – Mayor Lucas and Council Members received an invitation to the 5th Anniversary Celebration of the Virginia Birding and Wildlife Trail on Friday, November 6, 2009 at 8 a.m. in Sperryville.

Item # 6 – Chief Monteleone sent Council a letter requesting acceptance and use of two (2) police grants.

Councilman Pierce inquired if the net books are to be used in the police cruisers for police related work?

Councilman Jenkins stated the net books are solely for internet use and he was not sure if they would be in car use or not.

Following a brief discussion, a **Motion** was made by Councilman Pierce, **seconded** by Councilman Sampson, to accept two (2) police grants in the amount of \$748, plus Town's match, to purchase three (3) net books and \$4,800 to purchase the Digital Ally in car camera system for one of the police cruisers.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas.

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

Item # 7 – Mayor and Council received the September 2009 police report for review.

Item # 8 – Mayor and Council received a newsletter from Page County Public Schools with information regarding Adult Education opportunities in the County.

Item # 9 – The Town received information regarding Rest Haven Cemetery being transferred from Denco Holdings to a company being set up by Deb Martz of Edinburg.

Item # 10 – Mayor and Council heard the Northern Shenandoah Valley Regional Commission will be holding a Regional Housing Forum on November 5, 2009, beginning at 8:30 a.m. at the Holiday Inn in Front Royal. More information may be obtained at their website: www.nsvforums.com

Item # 11 – Council received a thank you card from Clinton and Sue Lucas for the flowers and cards the Town sent during the recent loss of Sue's father. Mayor Lucas noted his family really appreciated everyone's thoughtfulness during this time.

Item # 12 – The Town received an invitation to the Luray Christmas Parade on December 1, 2009, at 6 p.m., with lineup beginning at 4:30 p.m.

Item # 13 – A special event application was received from the Shenandoah Assembly of God Church for a Community Blessing Day on Saturday, October 31, 2009, from 11 a.m. until 5 p.m. The event will include music, food, children's games and activities including a greased pig contest.

They will also have a tent with a give a way of yard sale type items and drawings for two (2) children's bikes to be delivered before Christmas.

Following a brief discussion, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Comer, to approve the special event application from Shenandoah Assembly of God Church on October 31, 2009, from 11 a.m. until 5 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas.

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

Item # 14 – Mayor and Council received a special event application from Shenandoah Crafters to hold their Annual Craft Show/Sale on First Street on November 7, 2009 from 10 a.m. until 5 p.m. and November 8, 2009, from Noon until 4 p.m. The application noted more information may be obtained by calling: 540-652-8404 or 540-249-3263.

A **Motion** was made by Councilman Sampson, **seconded** by Vice Mayor Kite, to approve the special event application from Shenandoah Crafters on November 7, 2009, from 10 a.m. until 5 p.m. and November 8, 2009, from Noon until 4 p.m. on First Street.

Members Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas.

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilpersons Jenkins and Sampson)

Councilman Comer requested a work order for a water leak at the intersection of Grandos Street and Junior Avenue.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilpersons Comer and Sampson)

Councilman Jenkins inquired what could be done about the potholes under the arch on Maryland Avenue/602?

Town Manager Dovel noted they have repaired them with regular and special pavement, but the water dripping from the arch causes it to erode quickly.

Council Members requested Town Manager Dovel inquire if VDOT could install some sort of metal under the pavement, which may help with this problem.

Council briefly discussed the welcome banners along US Highway 340, and noted the ones being hit by tractor trailers could be turned to the back side of those poles.

Following a brief discussion, Council authorized painting the curb yellow 20 feet from the intersection of Seventh Street and Denver Avenue, to assist with safety in this area.

Mayor Lucas requested a work order to have public works employees pick up dead animals along US Highway 340 and Maryland Avenue/602 each morning of their regular workdays.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilpersons Comer and Switzer)

Councilman Sampson noted the James Madison University Crew Club will pay for a new dock at the Shenandoah River Park. This dock will be for their use and may also be used by the public. He requested the police department to make extra patrols in this area during the construction of the dock, as there are concerns it may be vandalized. He noted the Town owns the property on riverbank side of the road, but some private landowners are disputing this and noted their intentions to destroy any docks built.

TAXATION & FINANCE

(Chairman Pierce and Councilpersons Kite and Switzer)

Committee Chairman Pierce noted Council received their tax bills tonight and residents will be receiving them soon. He noted the Town needs the income from the taxes and are hoping most people are able to pay them soon.

PARKS & RECREATION

(Chairman Sampson and Councilpersons Pierce and Switzer)

Committee Chairman Sampson reported the following Parks and Recreation News: JMU Crew Club will be constructing a dock on the river. The crew club will pay all costs involved, but the dock will be open for public use as well.; a beaver destroyed 8 trees at the river park, but the remaining trees have been protected; the public restroom building at the river park has been closed for the winter; work is progressing on the parking lot at Big Gem Park and Allegheny Power will donate lights to install on the poles; P&R needs someone to coordinate the volunteer work days at Big Gem Park for the bike trail; trout will be stocked in Big Gem Pond in February; the tennis courts need some repairs but due to the Town's finances a temporary repair will be done now; boys basketball registrations at \$35 per child are being accepted at Town Hall for boys in First through Seventh Grades with the deadline of November 24th

; the next parks and recreation meeting is scheduled for Wednesday, November 4th

at 7 p.m. at Town Hall and the public is encouraged to attend.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Comer and Councilpersons Jenkins and Pierce)

Committee Chairman Comer noted Council has received a draft agreement between the Town and RBNS for the Town's broadband equipment for their review.

Following a brief discussion, Councilman Jenkins asked Council to submit comments to him no later than Thursday, and then the agreement will be sent to the Town attorney to finalize all the details.

COMMUNITY SERVICE

(Chairman Kite and Councilpersons Jenkins and Pierce)

Following a brief discussion, a ***Motion*** was made by Councilman Comer, ***seconded*** by Councilman Sampson, to authorize a business community enhancement award to Letter Perfect for recent improvements to their building.

Members Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas.

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

For Council's information, Councilman Jenkins reported a security flaw in the Town's website caused some problems with it recently. He noted some files were deleted and now the Town may incur some expenses in the future to make everything operational again.

Councilman Jenkins stated the Town's museum room is open to the public and in time for the excursion train visitors to Shenandoah.

Town Manager Dovel stated public works employees painted the room and set up the furniture and wall hangings.

PERSONNEL

(Chairman Pierce and Councilpersons Sampson and Switzer)

Following questions, Town Manager Dovel reported the Town's part-time workers have cut back their hours since mowing season is over. He also noted they have been picking up trash along the streets and took a pickup truck load to the dump from the Chaney Hollow area recently.

POLICE REPORT

There was nothing further to report during this period.

UNFINISHED BUSINESS

There was no unfinished business to report during this period.

NEW BUSINESS

Councilman Sampson reported the Town Hall has received the angels for needy Page County children. Persons may choose an angel and return wrapped gifts to Town Hall prior to December 7th. The gifts are distributed to needy children in Page County through social services.

TOWN MANAGER'S REPORT

Town Manager Dovel reported the Town's well pump was covered by insurance and the Town only had to pay the \$500 deductible. The manufacturer's results were inconclusive as why the 2 year old pump went out.

He also noted Allegheny Power is monitoring the power surges that continue to happen throughout Town.

MAYOR'S REPORT

Mayor Lucas reported the Roanoke Chapter of the National Railway Society is willing to give two (2) tickets to Town representatives to ride the excursion train from Roanoke to Shenandoah and hand out brochures and maps of the Town. Also, to answer any questions the passengers may have before reaching Shenandoah.

Councilman Comer volunteered to represent the Town on the train ride from Roanoke.

Several Council Members and Mayor Lucas will be in Town to greet visitors on Sunday from the excursion train.

FOR THE GOOD OF THE TOWN

1. Delores Lackovitch reminded everyone the Shenandoah Crafters will hold their annual

craft show on November 7 and November 8, 2009. They have rented buildings on First Street and some crafters may set up on First Street during the time the excursion train will be in Shenandoah on November 8, 2009. S

he also requested the Town Hall museum room be open on Saturday and Sunday, as they expect a lot of visitors both days for the craft show.

Mayor Lucas and Council Members stated they are pleased to welcome the Shenandoah Crafters back to Town.

ADJOURN

There being no further discussions, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Sampson, to adjourn the meeting at 8:22 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite **NAY:** None.

Councilman Comer

Councilman Jenkins

Councilman Pierce

Councilman Sampson

ABSTAIN: Mayor Lucas.

ABSENT: Councilwoman Switzer.

VOTE: Unanimous in favor of motion.

APPROVED: ATTESTED:

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