

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
April 24, 2018**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, April 24, 2018, 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; Charles Jenkins; I. Michael Lowe; and Richard Pierce.

Council Members absent were: Councilmen Lynn Fox and David Hinkle.

Other Town Officials present were: Juanita F. Roudabush, Town Manager/MMC; Sarah Dean, Town Clerk; and Paul Davis, Police Chief.

Citizens present were: Mike Uram, Joshua and April Fahrney, Judy Robertson, and Matthew Clark.

Media Representatives: There were no Media Representatives present during this meeting.

RECEIVING OF VISITORS

Mayor Lucas presented the March 2018 Community Enhancement Award to April and Joshua Fahrney for the improvements they have made to their home at 500 Third Street.

April Fahrney expressed appreciation for their receiving of the Community Enhancement Award. Mrs. Fahrney addressed Council to inform them of the difficulties they faced with getting low-interest loans for improvements to their home because it is inside the Historical District of Town. She noted she would like to see the Council look into possible ways to help the homeowners inside the Historical District. (Note: Homeowners in the Historic District have no restrictions, unless they want to qualify for low interest loans or tax credits from the Department of Historic Resources.)

April 10, 2018 REGULAR MEETING MINUTES

A *Motion* was made by Councilman Jenkins, *seconded* by Councilman Lowe, to approve the *Regular Meeting Minutes* held on April 10, 2018, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas
ABSENT: Councilmen Fox and Hinkle
VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

Councilman Lowe inquired about warrant #36449 to the Virginia Department of Motor Vehicles for DMV Stops.

Town Manager Roudabush explained a DMV Stop is a customer paid fee attached to delinquent personal property taxes to ensure taxes are being paid to the Town. She noted half of this fee is paid to the DMV and the other half is paid to the Town for program Administration.

Following a brief discussion, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Lowe, to approve the bills, dated **April 24, 2018**, in the **Combined Accounts Disbursement Warrant #36436-36464** in the amount of **\$81,169.32**.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas
ABSENT: Councilmen Fox and Hinkle
VOTE: Unanimous in favor of motion

TREASURER'S REPORT

Mayor Lucas read the Treasurer's report, submitted by Treasurer Cindy Breeden, for April 24, 2018.

A ***Motion*** was made by Councilman Pierce, ***seconded*** by Councilman Jenkins, to approve the April 24, 2018 Treasurer's report in the amount of \$1,268,723.40, as read.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilmen Fox and Hinkle

VOTE: Unanimous in favor of motion

CORRESPONDENCE

Item # 1 – Mayor Lucas and Council Members received an invitation to Luray’s 19th Annual Arbor Day Celebration on, April 21, 2018 at 1:00 pm.

Item # 2 – Information was provided on a meeting titled “Industrial Hemp: Crop of the Future” to be held on April 26, 2018 at 7 pm at the Luray Fire House. This meeting will use guest speakers to discuss the history of hemp in Virginia, how to grow and process hemp, ways to build a regional market, and the current legalization legislation.

Item # 3 – Mayor Lucas and Council Member received information on the 2nd Annual Spring Into Stanley event being held on April 28, 2018 from 10:00 am to 5:00 pm. This event will be held at the Ed Good Memorial Park with free admission.

Item # 4 – The Council received an invitation to the Shenandoah Valley Technology Council’s Tech Nite ‘18. This event will be held on May 2, 2018 at the James Madison University Festival Center beginning at 5:30 pm. Reservations must be made by April 27, 2018 and tickets are \$75 each.

Item # 5 – Mayor Lucas and Council received an invitation to the 2018 Spring Public Hearing being held on May 3, 2018 at 4 pm at the Holiday Inn in Staunton. The Commonwealth Transportation Board will be conducting this meeting to allow citizens the opportunity to provide comments on projects and programs to be included in the Fiscal Year 2019-2024 Six-Year Improvement Plan, including highway, rail and public transportation initiatives.

Item # 6 – Information was provided on a Run/Walk for Charles Sours to show support in his journey battling Sarcoma. This is a family friendly event being held on May 5, 2018 from 7:30 am until 12:00 pm at the Ralph Dean Park in Luray. Cost for this event is \$35.00 for adults and \$15.00 for Elementary – High School Students. All Proceeds from this event will go towards Charlie’s cancer fight.

Item # 7 – The Shenandoah Community Library sent a thank you letter to Mayor Lucas and Council for the Town’s annual donation. It was noted this donation will be used to purchase children’s books and books that are on the Best Sellers List for adults.

Item # 8 – The Page County High School Music Boosters provided a letter requesting a donation from the Town to help with their expansion and enhancement of the music programs at Page County High School.

Mayor Lucas noted in the past the Town has donated \$100.00 each year to the Page County High School Music Boosters organization.

Following a brief discussion, a **Motion** was made by Councilman Pierce, **seconded** by Vice Mayor Kite, to authorize a donation of \$100.00 to the Page County High School Music Boosters.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilmen Fox and Hinkle

VOTE: Unanimous in favor of motion

Item # 9 – Town Manager Roudabush provided Council with a price quote from Lloyd Electric Company for an ABS Model XFP100CBIPE35/4 pump to replace the current pump at the Town’s Sewer Plant. The price quoted was \$6410.00 plus shipping.

Mayor Lucas explained the Town Employees are unsure if this pump replacement is needed at this time, however, authorization to purchase the pump is being requested as a precautionary measure.

Because it serves a required part of Sewer Plant operations and is causing problems, Councilman Pierce suggested the Town purchase the pump in advance, and if it is not needed at this time, it can be stored as a back-up for any emergencies that may arise.

Following a brief discussion, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Lowe, to authorize the purchase of a pump for the Town’s Sewer Plant from Lloyd Electric Company in the amount of \$6,410.00, plus the cost of shipping.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilmen Fox and Hinkle

VOTE: Unanimous in favor of motion

Item # 10 – Town Manager Roudabush provided Council with a quote from Fidelity Engineering Corporation for repairs and services to be performed on two Town generators.

Mayor Lucas informed Council if the two generators are repaired and serviced on the same day, the labor cost will be less than the quote.

Councilman Lowe inquired if the list of services is needed or only recommended at this time.

Town Manager Roudabush explained the battery for the generator at the 12th Street well is needed, however, the other general service items are only recommended due to the age of the generators.

The Council agreed to postpone the repair and service of the generators by Fidelity Engineering Corporation until the Public Works Employees inspect the generators to see if all of the recommended parts are needed at this time.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Councilman Jenkins inquired about an update on a sewer problem on Quincy Avenue.

Town Manager Roudabush explained the problem was repaired when roots were removed from the sewer lines.

STREETS & PUBLIC PROPERTY

(Chairman Kite, Councilmen Fox, Hinkle, and Lowe)

Councilman Jenkins inquired about getting the Virginia Department of Transportation to use their street sweeper on the streets in Town prior to the Memorial Festival.

Town Manager Roudabush noted she has reached out to VDOT and is still working with them on this request.

Councilman Jenkins noted there is a dip in the road near the intersection of Pennsylvania Avenue and Maryland Avenue which needs repaired.

Town Manager Roudabush noted the Virginia Department of Transportation has previously repaired the dip in the road at this intersection and she is unsure what is causing it to continue to sink. She stated she will contact VDOT again to request they repair the dip again.

Mayor Lucas reminded Council VDOT will begin repairs on the River Bridge at the end of April or first of May.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

Police Chief Davis informed Mayor Lucas and Council the community meeting with Page County Sheriff Chad Cabbage at the Shenandoah Town Hall has been rescheduled to May 17, 2018 at 7:00 pm.

Councilman Jenkins inquired about the Police Department's need for orange safety cones.

Chief Davis stated the Police Department has to borrow approximately 300 orange safety cones from various local departments to perform necessary driver trainings at the Shenandoah Speedway. He noted he is currently researching safety grants to help with the purchase of the safety cones.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

Committee Chairman Pierce noted monthly budgets were received for review.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Councilman Richard Pierce informed Council the Town's Clean the Bay Day went well with 1,060 pounds of litter and 17 tires collected at the River Park and Boat Landing. Mr. Pierce also informed Council the kiosk at Veterans Park has been installed and is ready to have the directory of bricks placed inside.

Councilman Jenkins inquired about the maximum age limit for children at the WigWam Village.

Police Chief Davis explained the park is for children 12 years and younger.

Councilman Jenkins inquired about the policy for reporting children over the age of 12 years, without supervision or younger children, at the Park.

Chief Davis explained the Police Department would need to be contacted at the time the children are seen to check for suspicious activity at the Park.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Councilman Pierce noted the new restaurant, Mr. Garcia's Mexican Grille & Cantina, seems to be doing well and the community seems pleased with their service and quality of food.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

There was nothing to report during this period.

PERSONNEL

(Chairman Pierce and Councilmen Hinkle and Jenkins)

There was nothing to report during this period.

POLICE REPORT

Councilman Jenkins inquired about an unregistered vehicle on First Street.

Chief Davis stated the Police Department is working to get that vehicle removed from the street.

Mayor Lucas inquired about an unregistered vehicle on Pennsylvania Avenue.

Chief Davis noted the Police Department has contacted the owners of the vehicle on Pennsylvania Avenue and they are working to get it removed from the street.

Town Manager Roudabush explained the urgency of the vehicles being removed from the street is to access First Street for the upcoming Cruz-ins.

Councilman Jenkins inquired about the date of the first Cruz-in of 2018.

Town Manager Roudabush explained the first Cruz-in will be held on May 25, 2018 to kick off the Memorial Festival in Town.

UNFINISHED BUSINESS

Councilman Jenkins inquired about an update on receiving the mowers and backhoe to be purchased with the Rural Utility Services grant and loan combination.

Town Manager Roudabush informed Council the backhoe has been ordered, and the mowers are in stock. She also noted the grant and loan combination cannot be finalized until June 2018.

NEW BUSINESS

There was nothing to report during this period.

TOWN MANAGER'S REPORT

There was nothing to report during this period.

MAYOR'S REPORT

Mayor Lucas informed Council he is looking to recognize the oldest veteran in Shenandoah at his Memorial Ceremony on May 26, 2018.

Councilman Pierce inquired if the Veteran has to live inside the Town limits.

Mayor Lucas stated as long as they have a Shenandoah address they qualify

FOR THE GOOD OF THE TOWN

Matthew Clark addressed Council to inform them of an animal concern in his neighborhood.

Police Chief Davis reminded Mr. Clark to contact the Shenandoah Police Department or Page County Animal Control regarding any animal concerns.

Mike Uram addressed Council to inform them he will be attending the Commonwealth Transportation Board meeting in Staunton on May 3, 2018, and stated if Shenandoah does not have a representative to attend this meeting, he is willing to act as a representative for each of the Towns in Page County. He also commended the Council on acknowledging the members of the community who are making improvements to their homes, and stated it is a great way of encouraging other members of the community to improve their homes as well.

Judy Robertson requested the Council consider adopting a Property Maintenance Code to enforce the upkeep of homes in Shenandoah.

Town Manager Roudabush explained the State of Virginia does have a Property Maintenance Code the Town could consider adopting, however, it is very strict and the Town would need to hire a full time, certified, property inspector to enforce the Code.

The Council agreed they will look further into the possible adoption of this Code; however, nothing can be done regarding the mentioned properties at this time.

ADJOURN

There being no further discussion, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to adjourn the meeting at 8:08 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilmen Fox and Hinkle

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Sarah Dean, Clerk