

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
January 28, 2020**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, January 28, 2020, at 7:00 pm, 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; Councilmen Lynn Fox; I. Michael Lowe; and Richard Pierce.

Council Members absent were: Councilmen Russell Comer, Jr.; and Charles Jenkins.

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

Citizens present were: Brandon Shifflett; Wanda Collier; and Don Smiley.

Media Representatives: None.

RECEIVING OF VISITORS

There were no visitors present during this meeting.

DECEMBER 10, 2019 REGULAR MEETING MINUTES

A *motion* was made by Councilman Fox, *seconded* by Councilman Lowe, to approve the *Regular Meeting Minutes* held on January 14, 2020, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer; Councilman Jenkins

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to approve the bills, dated **January 28, 2020**, in the **Combined Accounts Disbursement Warrant #38058 - #38106** in the amount of **\$73,762.42**.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer; Councilman Jenkins

VOTE: Unanimous in favor of motion

TREASURER'S REPORT

Council reviewed the Treasurer's Report, submitted by Cindy Breeden, for January 28, 2020.

There being no questions, a *motion* was made by Councilman Lowe, *seconded* by Vice Mayor Kite, to approve the January 28, 2020 Treasurer's report in the amount of \$1,775,454.38, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer; Councilman Jenkins

VOTE: Unanimous in favor of motion

CORRESPONDENCE

Item # 1 – Received information regarding “Family Movie Night”, to be held at the Fellowship Hall at Christ United Methodist Church, Saturday, February 1, 2020 at 5 PM, sponsored by “The Circle” at Christ UMC.

Item #2 – Received an invitation to the 2020 Local Government Legislative Day to be held at the Omni Richmond Hotel on Thursday, February 6, 2020 at 11 AM.

Item #3 – The Council was presented with proposals for a new copier lease to replace the copier lease which expired in December 2019.

After reviewing the three proposals, a *motion* was made by Councilman Pierce, *seconded* by Councilman Fox, to approve the 48-month option from Ricoh-USA, at a cost of \$159.91 per month.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer; Councilman Jenkins

VOTE: Unanimous in favor of motion

Item #4 – Heard a reminder the 5th Annual First Responders Dinner will be held at the Christ United Methodist Church Fellowship Hall on February 8, 2020, beginning at 6 PM.

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Chairman Kite presented applications for Water and Sewer Service in the 700-block of Fifth Street (Tax Map #102A3-(1)-1-15), made by Superior Siding for construction of a new home.

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to approve water and sewer connections for Superior Siding for new construction on Fifth Street.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer; Councilman Jenkins

VOTE: Unanimous in favor of motion

Following a discussion, a *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to rescind authorization from the January 14, 2020 Regular Meeting Minutes for Don Largent Roofing, Inc. to replace the roof on the Sewer Plant Pump House at a cost of \$5,196.00.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer; Councilman Jenkins

VOTE: Unanimous in favor of motion

Town Manager Roudabush noted an additional cost of \$1,950.00 for abatement of asbestos at the Sewer Plant Pump House.

A *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to authorize Don Largent Roofing, Inc. to replace the roof on the Sewer Plant Pump House at the amended cost of \$7,146.00, to be transferred from the Utility Capital Improvement Checking Account to the Utility Checking Account.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer; Councilman Jenkins

VOTE: Unanimous in favor of motion

STREETS & PUBLIC PROPERTY

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

Town Manager Roudabush presented a request for VDOT-approved traffic safety signs at a cost of \$2,642.00. These signs are needed to ensure the safety of public works and to control traffic when repairing water leaks in or near the road.

Councilman Fox stated streets may need to be shut down and EMS notified of street closures as additional safety precautions. Flagger Crews may be rented along Route 340, if needed.

A *motion* was made by Councilman Fox, *seconded* by Vice Mayor Kite, to approve the purchase of Traffic Safety Sign at a cost of \$2,642.00, to be transferred from the General Capital Improvement Checking Account to the General Fund Checking Account.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer; Councilman Jenkins

VOTE: Unanimous in favor of motion

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Jenkins and Comer)

Councilman Fox questioned if the hose for the Ditch Witch was long enough. Town Manager Roudabush stated she would check into this and see if a hose extension is needed.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

There was nothing to report during this period.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Town Manager Roudabush advised Council of Music in the Park events being held at Big Gem Park this summer. There will be food vendors and musicians will be paid \$100 for 2 hours. In addition, Christmas in the Park, Arts in the Park, and Haunted Hayrides will be held. These events are being organized by Joyce Fluharty and will be funded by TOT funds.

Town Manager Roudabush reported the grant funding from DGIF for the installation of the dock and module was denied, but the fishing platforms and additional boat landings are expected to be approved in the next round of funding in 2021. Additionally, riverbank restoration will be done at that time.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Town Manager Roudabush reported Shenandoah, Stanley, and Luray were selected for a downtown pilot program for small scale manufacturing, with potential for more grant opportunities. Page County won this grant on a regional scale for Towns.

Town Manager Roudabush stated there will be a ribbon cutting at the new location of Autodealz once the renovations are complete. She will be meeting with the operators of a new deli to be located in the building. Other tenants are relocating to the building, as well.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

There was nothing to report during this period.

PERSONNEL

(Chairman Pierce and Councilmen Jenkins and Comer)

Councilman Pierce noted the potential increase in minimum wage could impact the upcoming budget for Fiscal Year 2020-21.

Town Manager Roudabush apprised Council of the need for an additional office staff position. This position would be temporary/part-time in the spring and fall but would need to be available full-time July through September. Councilman Pierce suggested contacting a local temp agency.

POLICE REPORT

There was nothing to report during this period.

UNFINISHED BUSINESS

Town Manager Roudabush explained grant and loan opportunities are being pursued for additional Town vehicles needed. More information will be presented at a future meeting.

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

There was nothing to report during this period.

FOR THE GOOD OF THE TOWN

Several citizens were present and requested Council review adopting 2A Sanctuary Resolution.

Mayor and Council recognized local interest in the Town adopting a Resolution to become a 2A Sanctuary Community. Following a brief discussion, Council directed staff to review this matter further and obtain legal advice, if necessary.

ADJOURN

There being no further discussion, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to adjourn the meeting at 7:37 pm.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Comer; Councilman Jenkins

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Sarah Dean, Clerk