

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
OCTOBER 27, 2020**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, October 27, 2020, at 7:00 p.m., with Vice Mayor William Kite, presiding.

The meeting began with the Pledge of Allegiance.

**ATTENDANCE**

**Council Members present were:** Vice Mayor William Kite; Councilmen Russell Comer, Jr.; Lynn Fox; Charles Jenkins; I. Michael Lowe; and Richard Pierce.

**Council Members absent were:** Mayor Clinton O. Lucas, Jr.

**Other Town Officials present were:** Juanita Roudabush, Town Manager/MMC; Lora Jenkins, Town Clerk; and Paul Davis, Chief of Police.

**Citizens present were:** Rebecca Shifflett.

**Media Representatives:** None

**AWARD PRESENTATION**

None Presented.

**RECEIVING OF VISITORS**

There were no visitors signed up to speak during this period.

**October 13, 2020 REGULAR MEETING MINUTES**

A *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to approve the *Regular Meeting Minutes* held on October 13, 2020, as presented.

Members Vote was as follows:

**YEA:** Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Vice Mayor Kite

**ABSENT:** Mayor Lucas

**VOTE: Unanimous in favor of motion**

**APPROVAL OF BILLS**

A *motion* was made by Councilman Jenkins, *seconded* by Councilman Comer, to approve the bills, dated **October 27, 2020**, in the **Combined Accounts Disbursement Warrant #38708 - #38745** in the amount of **\$73,594.87**.

Members Roll Call Vote was as follows:

**YEA:** Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Vice Mayor Kite

**ABSENT:** Mayor Lucas

**VOTE: Unanimous in favor of motion**

**TREASURER'S REPORT**

A *motion* was made by Councilman Jenkins, *seconded* by Councilman Fox, to approve the October 23, 2020 Treasurer's report, submitted by Cindy Breeden, in the amount of \$2,025,006.95, as presented.

Members Vote was as follows:

**YEA:** Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Vice Mayor Kite

**ABSENT:** Mayor Lucas

**VOTE: Unanimous in favor of motion**

**CORRESPONDENCE**

#1 – Town Manager Roudabush presented correspondence from Town Attorney Steven Blatt regarding a law suit against property owners for their division of land without Town approval as it violates the Town Code. It was noted this division of property violating the Town Code, has been costly to the taxpayers, but since the property owners involved, at this point, won't go undo their wrong, a suit is the only way to protect the integrity of the Town Code for future

enforcement. Town Attorney Blatt wanted to know if the Town would want to pursue the suit and have him to represent the Town or have Town Manager Roudabush represent the Town in court.

Vice Mayor Kite said that we should pursue the suit, because this is setting a precedent to make sure the Town Code is upheld. Councilman Comer agreed and said we do not have much of a choice. Councilman Jenkins and Councilman Fox asked Town Manager Roudabush if she would be comfortable representing the Town. Town Manager Roudabush said that Town Attorney Blatt would have to write up the suit, because she did not know how to do that, but she had been to court 20 some odd years ago and represented her previous employer. Councilman Comer wanted to know if we could also collect attorney fees in addition to the \$500.00 penalty. Town Manager Roudabush noted Town Attorney Blatt said no, as the State Code does not allow it in this instance. After further discussion, it was decided that Blatt should follow through with the suit and research will be done to see if the Town's insurance would cover the \$3,000 plus Attorney fees.

A *motion* was made by Councilman Comer, *seconded* by Councilman Fox, to have Town Attorney Steven Blatt prepare the suit for the violation of Town Code and file in the Page General District Court and to represent the Town.

Members Roll Call Vote was as follows:

**YEA:** Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Vice Mayor Kite

**ABSENT:** Mayor Lucas

**VOTE: Unanimous in favor of motion**

Councilman Pierce added that we should get with our State legislators to get Virginia Code changed so that it should be a requirement to have a plat filed and require the locality approved stamp before a deed is recorded for division of land.

#2 – Vice Mayor Kite read a letter from Sheriff Chad Cubbage thanking the Town for their donation of two out of service police vehicles to the Page County Sheriff's Department. The Sheriff's Office is aware there are some maintenance issues with these vehicles.

#3 – Council received a letter from Choices asking for continued support.

#4 – Council received a Share the Air Form which would hold the Town accountable to enforce the prohibition of tobacco and electronic smoking devices in parklands, park facilities, and open public spaces owned by the Town. Councilman Lowe said he was opposed to taking people's

freedoms away in open spaces. Councilman Fox wondered how we could enforce it. Chief Davis said they did not have the manpower to enforce it. No action was taken.

**#5** – Council received the September 2020 Vehicle Gas Logs for review.

**#6** – Council received three bids on 4x4 trucks with a service body (utility body), dual wheels, and a snow plow package to replace an older truck.

Councilman Lowe said he liked the bid from Dick Myers because it was a heavier chassis and less money than the other two bids. Councilman Pierce asked if it had a three year warranty. Town Manager Roudabush said yes, it has a three year warranty and a five year warranty on the drive train. After a short discussion, it was decided the cheaper bid would be the best.

A ***motion*** was made by Councilman Lowe, ***seconded*** by Councilman Jenkins, to approve a bid of \$59,117.00 from Dick Myers for a 2019 Dodge 5500. \$55,000 will be paid from RUS Grant/Loan and \$4,117.00 will be transferred from the General Capital Improvements Checking Account to the General Fund Checking Account.

Members Roll Call Vote was as follows:

**YEA:** Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Vice Mayor Kite

**ABSENT:** Mayor Lucas

**VOTE: Unanimous in favor of motion**

#### **WATER & SEWER**

(Chairman Kite and Councilmen Jenkins and Lowe)

Town Manager Roudabush reported the wet weather creek exposed the line and Public Works brought stone to cover it in the Junior Avenue area.

Town Manager Roudabush reported Constable Construction had to dig 20 ½ feet to reach the Town's sewer main for two new houses on Edgewood Drive, but both are connected now.

Councilman Pierce asked if there were two more houses being built on Central Avenue.

Town Manager Roudabush stated there could possibly be two or more built.

Chairman Kite inquired where the water line was located on Central.

Town Manager Roudabush said it is supposed to be on the street, but does not know if the water tap has been done yet. She noted the sewer taps are done.

**STREETS & PUBLIC PROPERTY**

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

Town Manager Roudabush stated Hensil Good Paving has been fitting in repairs when they can and the Council needs to decide on the repair off of Tenth Street at a cost of \$750.00.

A *motion* was made by Councilman Jenkins, *seconded* by Councilman Pierce, for the repair to be made off of Tenth Street by Hensil Good Paving in the amount of \$750.00 to be taken from General Capital Outlay Street Improvement budgeted line item.

Members Roll Call Vote was as follows:

YEA:	Councilman Comer	NAY:	None
	Councilman Fox		
	Councilman Jenkins		
	Councilman Lowe		
	Councilman Pierce		

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Lucas

VOTE: Unanimous in favor of motion

Councilman Jenkins stated the AT&T Cell Tower is up and just waiting on antennae to be installed. This tower will provide AT&T service to Shenandoah and the surrounding area.

Councilman Fox stated we need property owners on Junior Avenue to fix drainage issues, so the street can be paved.

**POLICE, SAFETY, & JUDICIAL**

(Chairman Kite and Councilmen Jenkins and Comer)

Chief Davis stated all the new vehicles are in and he is waiting on equipment to come in, so it can be installed and the vehicles can go in service. Chief Davis said hopefully the equipment will be setup in a month.

Chief Davis stated the new computer system has been live for about three weeks and he can already see the benefit and it was a good choice.

Chief Davis stated the Page County Sheriff's Department sent four trustees to the Shenandoah Police Department, and they were able to remove old shrubs, weeds, and spread mulch around the Police Department facility.

Town Manager Roudabush stated trustees are coming back to Town on November 2<sup>nd</sup>, to help landscape Veterans Park.

Chief Davis stated the Police Department will be back to full staff soon.

Town Manager Roudabush stated the radar for the new signs will come in next week.

Councilman Comer wanted to know if businesses could rent the signs to advertise events. Town Manger Roudabush said right now they have to be used for Covid-19, but she would need to check to see what they can be used for in the future.

Councilman Fox wanted to know if Chief Davis had heard any more information on where the Town's K-9 stands if marijuana is decriminalized. Chief Davis stated he will have an answer when the Virginia General Assembly meets in January.

#### **TAXATION & FINANCE**

(Chairman Pierce and Councilmen Fox and Kite)

Nothing to report.

#### **PARKS & RECREATION**

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated there is a sycamore tree at Big Gem Park that will be cut down because it is in the way of the new pole lighting being put up by the SVEC. Also, it is in close proximity of the shelter and could damage the shelter if it fell during a weather event.

Citizens can sign a waiver and get wood-first come/first serve.

He also stated that picnic tables beside the gazebo at Big Gem Park need to be replaced as well as the stairs to the gazebo, and the gazebo needs to be re-shingled. Chairman Jenkins priced hexagonal resin picnic tables that had a 50 year guarantee at \$1,168 plus shipping. If a business wanted to donate enough to purchase a table, a plaque would be affixed on the table with their name on it.

He also stated since graffiti has become more of a problem on Town property, more cameras have been installed.

Councilman Fox stated there was graffiti in the gazebo at the Town's dog park.

#### **INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT**

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated there was nothing to report, but he encouraged the Council to continue the theme of shopping local.

### **COMMUNITY SERVICE**

(Chairman Kite and Councilmen Jenkins and Pierce)

Councilman Comer expressed concern over the condition of the retaining wall at the Elementary School. He also stated that Page County Public Schools (PCPS) is having someone come and patch up the wall. He wanted to know if the Town would be okay if the Shenandoah Alumni Association would pay to power wash the wall after the PCPS had it patched.

Councilman Jenkins said the Shenandoah Alumni Association would need to get permission from PCPS.

Following questions, Town Manager Roudabush stated that individual who received certified letters about mowing and debris removal have complied and tidied up. She noted one owner did not and the Town mowed and billed him.

### **PERSONNEL**

(Chairman Pierce and Councilmen Jenkins and Comer)

Town Manager Roudabush informed the Council the contract negotiations between Valley Health and Anthem is not looking good. If Anthem does not have a contract with Valley Health, then town personnel who go to a Valley Health facility, will be considered out of network and have to pay more out of pocket.

Town Manager Roudabush said the Town personnel were polled and most said they would just go to a Sentara or UVA facility to avoid out of network costs if Anthem and Valley Health could not come up with an agreement.

Town Manager Roudabush said the Town's contract with Anthem ends on June 30, 2021 and to opt out of the contract early could cost the Town \$20,000 in fees, therefore, she did not think it best for the Town to look for another provider at this point.

### **UNFINISHED BUSINESS**

There was nothing to report during this period.

### **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**

Rebecca Shifflett of Denver Avenue wanted the Council to be aware of vehicles parking on the street along Denver Avenue which is obstructing traffic. She has called VDOT and they are coming to see if the parking warrants any action by VDOT. However, VDOT said the Town would have to enforce any no parking actions from VDOT. There is a possibility this section of street may be made one way too. Council noted they would work with VDOT on these concerns.

**ADJOURN**

There being no further discussion, a *motion* was made by Councilman Lowe, *seconded* by Councilman Jenkins, to adjourn the meeting at 8:35 p.m.

Members Vote was as follows:

YEA: Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

NAY: None

ABSTAIN: Vice Mayor Kite

ABSENT: Mayor Lucas

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

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William Kite, Vice Mayor

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Lora Jenkins, Town Clerk