

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
ELECTRONIC REGULAR MEETING  
February 09, 2021**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, February 9, 2021, at 7:00 p.m., with Mayor Clinton O. Lucas, Jr., presiding.

**This meeting was conducted by conference call due to the COVID-19 pandemic. The meeting began with Mayor Lucas reading the directions for electronic meetings. The agenda and items for discussion were available on the Town Website and Facebook pages.**

**ATTENDANCE**

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

**Council Members absent were:** None.

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

**Citizens present were:** None.

**Media Representatives:** None.

**AWARD PRESENTATION**

None presented.

**RECEIVING OF VISITORS**

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

**JANUARY 26, 2021 REGULAR MEETING MINUTES**

A *motion* was made by Councilman Fox, *seconded* by Councilman Lowe, to approve the *Regular Meeting Minutes* held on January 26, 2021, as presented.

Members Roll Call Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Mayor Lucas  
**ABSENT:** None  
**VOTE: Unanimous in favor of motion**

### **APPROVAL OF BILLS**

There being no questions, a *motion* was then made by Vice Mayor Kite, *seconded* by Councilman Comer, to approve the bills, dated **February 09, 2021**, in the **Combined Accounts Disbursement Warrants #38957 - #38994** in the amount of **\$81,326.01**.

Members Roll Call Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Mayor Lucas  
**ABSENT:** None  
**VOTE: Unanimous in favor of motion**

### **TREASURER'S REPORT**

A *motion* was made by Councilman Pierce, *seconded* by Councilman Comer, to approve the February 5, 2021 Treasurer's report, submitted by Cindy Breeden, in the amount of \$2,237,106.69, as presented.

Members Roll Call Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Mayor Lucas  
**ABSENT:** None  
**VOTE: Unanimous in favor of motion**

### **CORRESPONDENCE**

#1 – Mayor Lucas and Council received a memorandum from Town Clerk Jenkins requesting the

reappointment of I. Michael Lowe to the Town Planning Commission retroactive October 1, 2020 through October 1, 2024.

There being no questions, a *motion* was made by Councilman Comer, *seconded* by Vice Mayor Kite, to reappoint I. Michael Lowe to another term on the Town Planning Commission retroactive October 1, 2020 through October 1, 2024.

Members Roll Call Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** None

**VOTE: Unanimous in favor of motion**

# 2 – Council received the Town website statistics for January 2021.

# 3 – Council received the January 2021 Town Vehicle Gas Logs for review.

# 4 – Council received the Luray-Page County Chamber of Commerce’s February 2021 Newsletter.

#### **WATER & SEWER**

(Chairman Kite and Councilmen Jenkins and Lowe)

Town Manager Roudabush said the weather has contributed to the most recent water leaks.

#### **STREETS & PUBLIC PROPERTY**

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

There was nothing to report during this period.

#### **POLICE, SAFETY, & JUDICIAL**

(Chairman Kite and Councilmen Jenkins and Comer)

There was nothing to report during this period.

#### **TAXATION & FINANCE**

(Chairman Pierce and Councilmen Fox and Kite)

Councilman Comer questioned the \$21,390.00 Rental Income from the Shenandoah Post Office

from the January 2021 Monthly Budget spreadsheet thinking it was too high.

Chairman Pierce stated the Town does receive monthly rent from the Post Office, but the \$21,390.00 budgeted seemed too high.

Town Manager Juanita Roudabush stated she would talk to Town Treasurer Cindy Breeden to review the amount and determine what else may be included.

### **PARKS & RECREATION**

(Chairman Jenkins and Councilmen Lowe and Pierce)

There was nothing to report during this period.

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

(Chairman Jenkins and Councilmen Lowe and Pierce)

There was nothing to report during this period.

### **COMMUNITY SERVICE**

(Chairman Kite and Councilmen Jenkins and Pierce)

Mayor Lucas reminded the Council to continue to look for residents and businesses to acknowledge those who have enhanced their property.

### **PERSONNEL**

(Chairman Pierce and Councilmen Jenkins and Comer)

Chairman Pierce commended the Town's Public Works Crew for their efficient removal of snow.

Mayor Lucas agreed the Town's Public Works Crew did a great job and added the Town's Public Works Crew has decent equipment for snow removal.

### **UNFINISHED BUSINESS**

Councilman Pierce asked for an update on the new well project.

Town Manager Roudabush stated the Town is waiting for Burner Well Drilling to fit the Town into their schedule.

### **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**

There was nothing to report during this period.

**ADJOURN**

There being no further discussion, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to adjourn the meeting at 7:15 p.m.

Members Roll Call Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilman Comer  
Councilman Fox  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** None

**VOTE: Unanimous in favor of motion**

APPROVED:

ATTESTED:

---

Clinton O. Lucas, Jr., Mayor

---

Lora Jenkins, Town Clerk