

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
October 12, 2021**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, October 12, 2021, 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.; Councilmen Russell Comer, Jr.; Lynn Fox; Charles Jenkins; I. Michael Lowe; and Richard Pierce.

Council Members absent were: Vice Mayor William Kite.

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

Citizens present were: Robert Gochenour and Lindsey Hensley.

Media Representatives: None.

AWARD PRESENTATION

Mayor Lucas presented the October 2021 Community Enhancement Award to Robert Gochenour of R. C. Gochenour & Sons Plumbing, 731 Fourth Street.

RECEIVING OF VISITORS

There were no visitors in attendance.

SEPTEMBER 28, 2021 REGULAR MEETING MINUTES

A *motion* was made by Councilman Jenkins, *seconded* by Councilman Lowe, to approve the *Regular Meeting Minutes* held on September 28, 2021, as presented.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

There being no questions, a *motion* was made by Councilman Comer, *seconded* by Councilman Pierce, to approve the bills, dated **October 12, 2021**, in the **Combined Accounts Disbursement Warrants #39574 - #39619** in the amount of **\$469,364.78**.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

TREASURER'S REPORT

There being no questions, a *motion* was made by Councilman Comer, *seconded* by Councilman Lowe, to approve the October 8, 2021 Treasurer's report, submitted by Treasurer Cindy Breeden, in the amount of \$2,539,324.31, as presented.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1 – Mayor Lucas and Council received a memo from Chief Paul Davis and Treasurer Cindy Breeden stating a 2021 Dodge Charger is available for purchase in Indiana to replace the Shenandoah Police Department's 2016 Dodge Charger which was totaled by a citizen hitting it recently. The total cost of the 2021 Dodge Charger, including a delivery charge, is \$30,000.00. However, VRSA Insurance will pay \$22,725.00, so the Town's final cost of the 2021 Dodge Charger is \$7,275.00.

Councilman Fox asked why the insurance did not pay the whole amount for the new vehicle?

Chief Davis stated insurance pays for the depreciated value of the totaled vehicle. VRSA will go against the person's insurance who is liable for the accident and VRSA will recoup the money they paid to the Town.

The being no more questions, a *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to approve the purchase of the 2021 Dodge Charger for the Shenandoah Police Department in the amount of \$7,275.00 with the understanding that VRSA Insurance will pay \$22,725.00.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

#2 – Mayor Lucas and Council Mayor Lucas and Council received a memorandum from Town Clerk Jenkins requesting the reappointment of Karen Comer to the Planning Commission retroactive October 1, 2021 through October 1, 2025.

There being no questions, a *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to reappoint Karen Comer to another term to Planning Commission retroactive October 1, 2021 through October 1, 2025.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

#3 – Mayor Lucas and Council received information for the Mid-Atlantic Electrification Program. The grant pays up to \$3,500 per port or up to \$7,000 for a dual charger on a triangular pedestal for

site preparation and installation of electric vehicle chargers. Blink provides the chargers at no cost. The Council would have to vote to go forth with the application. If approved, the Town would be required to execute a contract with Blink who owns and operates the EV charging equipment. Blink would also receive 50% of the net revenue.

Councilman Fox asked where the revenue would come from?

Town Clerk Jenkins stated people using the chargers will be charged for the use of the Town's electricity.

Councilman Lowe asked where the chargers would be installed?

Town Clerk Jenkins stated the chargers would be installed at 507 First Street (Mill Building).

Councilman Fox asked if Blink had given any references?

Town Clerk Jenkins stated Blink had installed chargers at the Virginia Museum of Transportation in Roanoke, and she had contacted the museum and the museum has had no problems with the chargers or Blink.

Town Manager Roudabush stated the Town would have to pay anything beyond the \$7,000.00.

Councilman Jenkins stated there is a concrete pad that Blink would have to break up to install the chargers.

Town Clerk Jenkins stated concrete work is included in the installation costs.

The being no more questions, a *motion* was made by Councilman Jenkins, *seconded* by Councilman Pierce, to apply for the Mid-Atlantic Electrification Program.

Members Vote was as follows:

YEA: Councilman Comer Councilman Fox Councilman Jenkins Councilman Lowe Councilman Pierce	NAY: None
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ABSTAIN: Mayor Lucas

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

#4 – Mayor Lucas and Council received the September 2021 Vehicle Gas Logs for review.

#5 – Mayor Lucas and Council received information for the Town for sponsorship of Page County High School Athletic events and advertising opportunities at Page County High School.

Mayor Lucas stated the 21-22 fiscal budget has been set for donations, and would the Council want to table giving advertising money to PCHS until the next budget meeting.

Councilman Lowe stated he agreed to table until the next budget meeting.

Town Manager Roudabush stated the budget does have scholastic donations available but will need to ask Treasurer Breeden the amount in the budget.

Mayor Lucas stated the discussion will be tabled to the next meeting when the Council will know how much is in the scholastic donations fund.

#6 – Mayor Lucas and Council received the October 2021 Luray-Page County Chamber of Commerce Newsletter for review.

#7 – Mayor Lucas and Council received a flyer from Page One in Luray who will be collecting items for Veterans Christmas Gift Boxes until December 11, 2021. Items include: bodywash, socks, pocket calendars, shaving cream, razors, composition notebooks, candy, baseball hats, gloves, scarves, toboggans, flashlights, large print playing cards, and large print new books. Please drop off items at 35 North Bank Street, Luray, VA 22835 on Mondays, Tuesdays, and Thursdays from 8:30 a.m. to 11:30 a.m. For more information call the Luray Page One at (540) 743-4863.

#8 – Mayor Lucas and Council received a flyer about the Oysterfest held at the Mimslyn Inn, 401 West Main Street, Luray, VA 22835 on October 30th from 5:00 p.m. to 9:00 p.m. This will be an outdoor event and tickets are \$75.00 per person. Tickets are pre-pay only. Reservations can be made online at www.mimslyninn.com or call (540) 743-5105..

#9 – Mayor Lucas and Council received a flyer from Skyview Springs Rehab & Nursing Center about their Haunted Halloween event on October 30th at 30 MontVue Drive Luray, VA 22835. They will have trick-or-treating at 5:00 p.m. and at dusk have their free outdoor movie Goosebumps 2. Bring lawn chairs or blankets. For more information, call (540) 743-4571 or e-mail emiller@skyviewsprings.com..

#10 – Mayor Lucas and Council received a flyer about Luray's Trick-or-Treat Main Street event on October 30th from 4:00 p.m. to 6:00 p.m. There will be a costume contest at 4:00 p.m. on Ruffner Plaza and a candy check by the Luray Police Department at the Chamber of Commerce. For more information call (540) 743-7700 or e-mail luraydowntown@gmail.com.

#11 – Mayor Lucas and Council received a project agreement for the 2021 Trail Access Grant from the Virginia Department of Conservation and Recreation. The Town was awarded the reimbursable grant in the amount of \$43,513.00. The Trail Access Grant program is a 100% reimbursement program for trail projects that increase access to trail opportunities for people with disabilities. The grant is only for existing land and water trails and trail features and Joyce Fluharty worked hard on this application to win this grant.

Mayor Lucas stated the money is reimbursable so the Town would have to pay upfront and then the grant would reimburse the Town.

Town Manager Roudabush stated the Council would need to vote to approve the grant and authorize Town Manager Roudabush to sign the project agreement.

Councilman Fox asked what the Town would be doing with the money?

Town Manager Roudabush stated this grant will be used to pave an ADA ¼ mile compliant trail at Big Gem Park, and have benches installed on the trail, as well as a trailhead sign. If any money is left, the parking lot around the Big Gem bathroom will be paved.

Councilman Fox asked if the Town has the money for this project?

Town Manager Roudabush stated the Town has the money and then will be reimbursed by the grant.

Councilman Pierce asked if Hensil Good Paving could give a quote since they will be paving in various places in Town in the Spring?

Town Manager Roudabush stated she would get a quote from Hensil Good Paving and other paving companies.

Councilman Jenkins stated the pavers would need specialized equipment to pave a trail.

Councilman Lowe stated trustee labor from Page County Jail could be used to help prepare the trail for asphalt.

Town Manager Roudabush agreed trustee labor would be helpful to get the trail ready for paving.

The being no more questions, a ***motion*** was made by Councilman Jenkins, ***seconded*** by Councilman Pierce, to approve the project agreement for the 2021 Trail Access Grant and to have Town Manager Roudabush sign the project agreement.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Councilman Pierce asked if the Town had any quotes on a spare well pump and motor?

Town Manager Roudabush stated she has asked Burner Well Drilling for a well pump and motor quote, but has not heard back.

Councilman Lowe stated he noticed a leak on Junior Avenue near J Street.

Town Manager Roudabush stated Public Works is aware of that leak and it is on the list. Today Public Works fixed a leak on Maryland Avenue.

Councilman Pierce asked about the status of the leak on Route 340 near Sullivans Mechanical?

Town Manager Roudabush stated the Town is waiting on a permit from VDOT to cut 340 to fix that leak.

Councilman Jenkins asked if the issue was resolved with the two new houses on Coverstone?

Town Manager Roudabush stated the Town has the copy of his easements and the lines are going over the hill in the back.

Councilman Fox asked where the Town was with the sewer on Maryland Avenue?

Town Manager Roudabush stated the Town would need to get bids for the job, but right now she has been pursuing the Council's focus on getting the new well online, along with other projects.

STREETS & PUBLIC PROPERTY

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

Councilman Jenkins asked if the residents on Sixth Street know that it will be Spring until their street gets paved?

Town Manager Roudabush stated yes, the residents know.

Councilman Fox stated he noticed where Public Works cut to add water and sewer taps for new houses on Denver Avenue has sunk.

Town Manager Roudabush stated Public Works had it smooth with cold patch but the contractor to the new houses had to dig something up and made the area rough.

Councilman Fox stated since the contractor had made the road rough, they should fix it.

Councilman Fox asked where the Town was on the closing of the Mill Building?

Town Manager Roudabush stated the closing happened on October 1st. The Town has purchased insurance on the building and has switched the electricity over. The Town is working with the Shenandoah Police Department to have security cameras installed and will be writing letters to the tenants about the change in ownership.

Councilman Comer asked if the Town had anything on the survey of the building?

Town Manager Roudabush stated no, the Town does not have a survey yet.

Councilman Comer stated Irvin Judd, Jr wants to donate items and there is someone who would like to donate good quality office furniture too, including a 40' conference table.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Jenkins and Comer)

Chief Davis stated the Police Department is waiting for another \$8,000.00 from VRSA Insurance for damages to equipment inside the vehicle when Sergeant Hensley was involved in a not at fault accident.

Councilman Jenkins asked what color is the 2021 Dodge Charger?

Chief Davis stated the car is black.

Councilman Jenkins asked if the 2021 Dodge Charger was a V6 or V8?

Chief Davis stated the car is a V8.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

Chairman Pierce stated the Council received the August 2021 Monthly Budget for review.

Councilman Jenkins asked how are the projections?

Chairman Pierce stated the projections look good.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated the Newport-Grove Hill Ruritan Club, and the Town of Shenandoah will be hosting a Halloween Costume Parade at Shenandoah River Park 315 Morrison Road, Shenandoah, VA 22849 at 4:30 p.m. on Sunday, October 31st. And Girl Scout Troop #40771 will be painting a pumpkin face on a round bale on behalf of the Town for a Fall decoration. The round bale will be placed at the entrance to the Shenandoah Landing and River Park. The round bale was donated by Gary Comer.

Mayor Lucas stated Stanley and Luray are observing trick-or-treating on Saturday, October 30th and Shenandoah is observing trick-or-treating on Sunday, October 31st. Mayor Lucas asked if the Town should observe trick-or-treating on the 31st because residents may be bombarded with trick-or-treaters?

Councilman Lowe stated the Council agreed years ago to have trick-or-treating on whatever night Halloween fell on.

Town Manager Roudabush stated one time the Council changed the date from a Sunday to a Saturday and it caused confusion with the residents.

Chairman Jenkins stated he and Town Manager Roudabush met with a fencing company today to get a quote for the Dog Park.

Councilman Fox stated the fence needs to have access to allow for equipment.

Chairman Jenkins stated the fencing company will include a quote with an 8 foot access fence as well as a 4 foot double gate so dogs cannot run out of the park.

Chairman Jenkins stated the area behind the Big Gem shelter is being cleared off by Public Works. When Public Works is finished, they will level off the area and add grass seed.

Town Manager Roudabush asked when Public Works can close and winterize the bathrooms.

Chairman Jenkins stated for Public Works to wait until the weather calls for a freeze but keep open until just after Thanksgiving if possible.

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)

Councilman Jenkins stated there is a house on Fifth Street that is being remodeled to keep an eye on for a community enhancement award.

Mayor Lucas stated Page County Administrator Amity Moler stated at a meeting she has information on money for remodeling projects.

PERSONNEL

(Chairman Pierce and Councilmen Jenkins and Comer)

There was nothing to report during this period.

UNFINISHED BUSINESS

Councilman Jenkins asked if the generator for the Trenton well had been delivered.

Town Manager Roudabush stated the generator was in and installed but did not know if it had been tested.

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 stated he, Councilman Pierce, and Town Manager Roudabush attended a joint meeting with the Town of Luray, Town of Stanley, and the Page County Administrator on October 7th. The meetings will be quarterly, and the next meeting will be January 6th at 7:00 p.m. The meetings will rotate between 7:00 p.m. and 3:00 p.m.

FOR THE GOOD OF THE TOWN

Lindsey Hensley who lives at 113 Second Street addressed the Mayor and Council about a noise complaint.

Chief Davis asked Ms. Hensley to stay after the Council Meeting so he could get more information from her.

ADJOURN

There being no further discussion, a *motion* was made by Councilman Jenkins, *seconded* by Councilman Lowe, to adjourn the meeting at 7:52 p.m.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Lora Jenkins, Clerk