

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
August 24, 2021**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, August 24, 2021, 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; and Richard Pierce.

**Council Members absent were:** Mayor Clinton O. Lucas, Jr; Councilmen Charles Jenkins; I. Michael Lowe

**Other Town Officials present were:** Juanita Roudabush, Town Manager/MMC; Lora Jenkins, Town Clerk; and Sergeant Rodney Hensley.

**Citizens present were:** Dan Haggett.

**Media Representatives:** None.

**AWARD PRESENTATION**

Vice Mayor Kite presented the August 2021 Community Enhancement Award (Commercial) to The Enchanted Florist of Virginia, LLC (Dan and Brenda Haggett), 504, 512, and 514 First Street. Dan Haggett was present to accept the award.

Vice Mayor Kite and Council thanked Mr. Haggett for their hard work to improve the vacant lots on First Street.

**RECEIVING OF VISITORS**

There were no visitors in attendance.

**AUGUST 10, 2021 REGULAR MEETING MINUTES**

A *motion* was made by Councilman Pierce, *seconded* by Councilman Fox, to approve the *Regular Meeting Minutes* held on August 10, 2021, as presented.

Members Vote was as follows:

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

**NAY:** None

**ABSTAIN:** None  
**ABSENT:** Mayor Lucas; Councilman Jenkins; Councilman Lowe  
**VOTE: Unanimous in favor of motion**

### **APPROVAL OF BILLS**

A *motion* was made by Councilman Comer, *seconded* by Councilman Fox, to approve the bills, dated **August 24, 2021**, in the **Combined Accounts Disbursement Warrants #39455 - #39478** in the amount of **\$147,222.24**.

Members Roll Call Vote was as follows:

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

**NAY:** None

**ABSTAIN:** None  
**ABSENT:** Mayor Lucas; Councilman Jenkins; Councilman Lowe  
**VOTE: Unanimous in favor of motion**

### **TREASURER'S REPORT**

A *motion* was made by Councilman Fox, *seconded* by Councilman Pierce, to approve the August 13, 2021 Treasurer's report, submitted by Cindy Breeden, in the amount of \$2,895,795.63, as presented.

Members Vote was as follows:

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

**NAY:** None

**ABSTAIN:** None  
**ABSENT:** Mayor Lucas; Councilman Jenkins; Councilman Lowe  
**VOTE: Unanimous in favor of motion**

### **CORRESPONDENCE**

**#1** – Council received a flyer for Music in the Park at Big Gem (736 Fourth Street, Shenandoah,

VA 22849) on Friday, August 27, 2021 from 7:00 p.m. to 9:00 p.m. with A New Shade of Blue performing.

#2 – Council received a flyer about the Halloween Costume Parade at Shenandoah River Park (315 Morrison Road, Shenandoah, VA 22849) at 4:30 p.m. on Sunday, October 31<sup>st</sup>. Bring your bikes, wagons, and strollers for the parade or you can walk. After the parade there will be free food, drinks, and candy while supplies last. There will also be a Fall scene for pictures. This event is brought to you by the Newport-Grove Hill Ruritan Club and the Town of Shenandoah. For more information call Town Hall (540) 652-8164.

Councilman Pierce asked if the Council should vote for trick-or-treating being on Sunday, October 31<sup>st</sup>?

Town Manager Roudabush stated the Council had decided years ago trick-or-treating would be on whatever day of the week Halloween fell on with a curfew of 10:00 p.m. to avoid confusion of the Town residents.

Councilman Pierce stated the Town needs to advertise trick-or-treating will be on Sunday, October 31<sup>st</sup>.

#3 – Council received a flyer announcing the 2<sup>nd</sup> Annual Page Valley Sunflower Festival on Saturday, September 4<sup>th</sup> from 10:00 a.m. to 4:00 p.m. at the Ralph H. Dean Park (625 6<sup>th</sup> Street, Luray, VA 22835). Clip sunflowers by donation only. All proceeds benefit Page Alliance for Community Action (PACA). There will be a 1K Fun Run and kid's activities. There will be music, food trucks, and craft vendors. For more information, visit: [www.pagecoalition.org](http://www.pagecoalition.org) or e-mail [pageallianceforcommunityaction@gmail.com](mailto:pageallianceforcommunityaction@gmail.com).

#4 – Council was presented a baseball autographed by T. R. Williams, which will be placed in the Town Museum. The Town celebrated T. R. Williams Day on August 16, 2021.

Vice Mayor Kite stated the ceremony where T. R. Williams was presented the plaque for T. R. Williams Day was a good day.

Councilman Comer stated Vice Mayor Kite and Town Clerk Lora Jenkins did a good job with the ceremony.

Town Manager Roudabush stated the Town is scheduling a Kate Gordon Day and once a date is set, the Council will be notified.

## **WATER & SEWER**

(Chairman Kite and Councilmen Jenkins and Lowe)

Town Manager Roudabush submitted applications for water and sewer connections for the construction of two new homes on lots 26 A and 26 B on Coverstone Lane for Superior Siding, to be built in 2021.

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to approve a water and sewer application for construction of a new home on lot 26 A on Coverstone Lane for Superior Siding, to be built in 2021.

Members Roll Call Vote was as follows:

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** Mayor Lucas; Councilman Jenkins; Councilman Lowe

**VOTE: Unanimous in favor of motion**

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to approve a water and sewer application for construction of a new home on lot 26 B on Coverstone Lane for Superior Siding, to be built in 2021.

Members Roll Call Vote was as follows:

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** Mayor Lucas; Councilman Jenkins; Councilman Lowe

**VOTE: Unanimous in favor of motion**

Town Manager Roudabush stated the Trenton Street well pump went out and another pump was ordered, but it may take 6 weeks. The Tenth Street and Twelfth Street wells are running until the Trenton Street well pump is installed. Currently, the Tenth Street and Twelfth Street wells are working, and residents will not need to conserve water at this time.

Town Manager Roudabush stated a fire on the North end of Town caused no water or low pressure to Town residents. The Fire Department was filling the tanker from a fire hydrant that was not rated high gallons per minute. That particular fire hydrant was closer to the fire, but residents would not have had a disruption in service if a higher rated hydrant was used.

Town Manager Roudabush stated the Fire Department has a list of fire hydrants with their ratings, but the hydrants should be retested since there have been more homes built.

Councilman Fox stated Valley Health had to shut down early because they had no water. Councilman Fox stated Valley Health should never be without water and the Fire Department should be using the hydrants on the 12" line.

Town Manager Roudabush stated the 12” line runs behind the Tactical Walls building, and after hours the hydrants (which are owned by the building owner) there are inaccessible because Tactical Walls locks the gate.

Councilman Fox stated the Town should explore putting a fire hydrant outside the gate of Tactical Walls.

Councilman Comer asked if a hydrant is off the 12” line from Bank Street?

Town Manager Roudabush stated, no, a hydrant is not directly connected off Bank Street.

Councilman Comer asked if the Town should order another well pump for the new well, since it takes 6 weeks to arrive?

Town Manager Roudabush stated the Town could not order a well pump for the new well, since the size of the well is unknown plus when the well pump is delivered the warranty would start and the Town would want the warranty to start when the new well goes online.

#### **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)

Chairman Pierce asked Town Manager Roudabush if she had heard anything from Akal Institute regarding the Town’s purchase of the Mill Building?

Town Manager Roudabush stated the owner of the Mill Building is out of the country and would need to designate a temporary power of attorney to sign the closing documents. Town Manager Roudabush stated the title search has been completed and closing is supposed to be at the end of this month, according to the contract of sale.

Councilman Comer stated dealing with the ARPA funds is more than regular Town Manager and Town Treasurer’s duties.

Town Manager Roudabush stated in a small Town you get used to wearing many hats.

Following a brief discussion, Councilman Comer stated there is a provision in ARPA to pay for

someone to handle the funds, and he felt Town staff working on it deserved an extra bonus. He noted the Town Manager and Town Treasurer are going above regular duties overseeing ARPA.

Town Manager Roudabush stated she would not feel right being singled out, when all the Town employees go above and beyond their regular duties on an almost daily basis.

Vice Mayor Kite stated the Town has excellent employees and the Town is blessed to have all the current employees. Vice Mayor Kite stated the Council would table the discussion and determine a way to reward everyone's hard work in the future.

### **PARKS & RECREATION**

(Chairman Jenkins and Councilmen Lowe and Pierce)

Town Manager Roudabush stated the pond at Big Gem Park had been treated for algae and is starting to clear. The new full time Parks and Maintenance employee had started and was stung by bees this week while mowing.

Vice Mayor Kite asked if the bees at WigWam Village were honeybees?

Town Manager Roudabush stated, no, there are not honeybees at WigWam Village.

### **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)

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Comer, for a September 2021 Residential Community Enhancement Award for improvements made to 510 S Second Street.

Members Vote was as follows:

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** Mayor Lucas; Councilman Jenkins; Councilman Lowe

**VOTE: Unanimous in favor of motion**

The awards will be presented at the September 28, 2021 Council meeting.

Councilman Pierce asked what was going on with the house recently sold at 602 First Street?

Town Manager Roudabush stated it is a vacation rental with a preference to veterans. The vacation rentals have been really working well in the Town, there have been no problems with the renters and vacation rentals bring lodging and meals tax revenue to the Town.

#### **PERSONNEL**

(Chairman Pierce and Councilmen Jenkins and Comer)

There was nothing to report during this period.

#### **UNFINISHED BUSINESS**

There was nothing to report during this period.

#### **NEW BUSINESS**

There was nothing to report during this period.

#### **TOWN MANAGER'S REPORT**

Town Manager Roudabush stated the International dump truck needs a clutch. Jason Breeden with East Point Repair said it would be around \$3,500 to fix. The International shop in Harrisonburg said it would be around \$6,000-\$8,000 for them to fix it. Town Manager Roudabush stated the Council should expect a bill for the clutch soon.

#### **MAYOR'S REPORT**

Vice Mayor Kite stated there will be a joint meeting on September 2, at the Stanley Fire Hall at 7:00 p.m. with the Town Managers, Mayors, Councils of Luray, Shenandoah, and Stanley, as well as some members of the Page County Board of Supervisors and the Director of Page County Economic Development. This meeting is open to the public.

Town Manager Roudabush stated at this first meeting there will most likely be a decision to branch off into a smaller committee which will meet quarterly.

#### **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 Councilman Fox, *seconded* by Councilman Comer, to adjourn the meeting at 7:50 p.m.

Members Vote was as follows:

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** Mayor Lucas; Councilman Jenkins; Councilman Lowe

**VOTE: Unanimous in favor of motion**

APPROVED:

ATTESTED:

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William Kite, Vice Mayor

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Lora Jenkins, Town Clerk