

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
September 28, 2021**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, September 28, 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.; Vice Mayor William Kite; Councilmen Russell Comer, Jr.; Charles Jenkins; I. Michael Lowe; and Richard Pierce.

Council Members absent were: Councilman Lynn Fox.

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

Citizens present were: None.

Media Representatives: None.

AWARD PRESENTATION

Mayor and Council were scheduled to present the September 2021 Community Enhancement Award to Naila Zahid, 510 South Second Street. Ms. Zahid was unable to attend, and arrangements will be made for her to receive her plaque.

RECEIVING OF VISITORS

There were no visitors in attendance.

SEPTEMBER 14, 2021 REGULAR MEETING MINUTES

A *motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to approve the *Regular Meeting Minutes* held on September 14, 2021, as presented.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox
VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

Councilman Pierce stated the \$1,030.24 payment for inmates and custodian meals was pricey.

Town Manager Roudabush stated she would check but she believed the amount was for meals over a period of time and often included four inmates plus Town employee.

There being no more questions, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Comer, to approve the bills, dated **September 28, 2021**, in the **Combined Accounts Disbursement Warrants #39533 - #39573** in the amount of **\$137,597.42**.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite Councilman Comer Councilman Jenkins Councilman Lowe Councilman Pierce	NAY: None
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ABSTAIN: Mayor Lucas
ABSENT: Councilman Fox
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 September 24, 2021 Treasurer's report, submitted by Treasurer Cindy Breeden, in the amount of \$2,910,368.04, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite Councilman Comer Councilman Jenkins Councilman Lowe Councilman Pierce	NAY: None
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ABSTAIN: Mayor Lucas
ABSENT: Councilman Fox
VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1 – Mayor Lucas and Council received a proposal from Racey Engineering for the Quincy Well Lot and Location Survey project in the amount of \$2,500.00.

Town Manager Roudabush stated this is for the new well site and Racey Engineering will prepare a Virginia Department of Health Office of Drinking Water Well Lot Dedication Certification, along with the survey.

There being no questions, a *motion* was made by Councilman Jenkins, *seconded* by Councilman Pierce, to authorize payment to Racey Engineering for the Quincy Well Lot and Location Survey project in the amount of \$2,500.00. Reimbursement from the American Rescue Plan Act funds will be used for this well.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

#2 – Mayor Lucas and Council received information on the next Joint Government meeting with representatives from the Town of Luray, Town of Stanley, Town of Shenandoah, and Page County Board of Supervisors along with Page County Administrator to be held on October 7th from 3:00 p.m. to 4:00 p.m. at the Hawksbill Recreation Center Second Floor in Stanley. The meeting is open to the public.

Town Manager Roudabush stated she and Mayor Lucas are going, but one Council member will need to volunteer to attend to represent the Town.

Councilman Pierce volunteered to attend.

#3 – Mayor Lucas and Council received information on The Page County Economic Development and Tourism Department's Vision Page County meeting on October 13, 2021, from 11:00 a.m. to 3:00 p.m. at Brenwood Lake Weddings (245 Log Cabin Drive, Stanley, VA 22851). At this gathering, they will take a dive into what the future of Page County holds. There will be keynote speakers, panelist, local, regional, and state partners. Lunch will be provided. This is an invitation only event.

Town Manager Roudabush stated Mayor Lucas and Council members should have received an e-mail to RSVP to the event.

#4 – Mayor Lucas and Council received a thank you card from Linda Breeden for the Town including her at the Grand Opening Ribbon Cutting Ceremony to celebrate Phase III completion at WigWam Village playground. All donors were invited to attend the ceremony held on July 20, 2021.

#5 – Mayor Lucas and Council received a flyer for the October 9th Car Show at Shenandoah Speedway 301 Precision Road, Shenandoah, VA 22849 from 10 a.m. to 3:00 p.m. Dash plaques will be awarded for the first 200 cars. Registration ends at 12:30 p.m. Awards at 2:30 p.m. Food/drinks available. For more information call Ronnie Snoddy (540) 320-6971 rwsvrt@aol.com.

#6 – Mayor Lucas and Council received a CDC Health Advisory from the CDC Health Alert Network to alert public health departments, healthcare professionals, first responders, poison control centers, laboratories, and the public to the increased availability of cannabis products containing delta-8 tetrahydrocannabinol (THC) and the potential for adverse events due to insufficient labeling of products containing THC and cannabidiol (CBD). For more information visit <https://www.cdc.gov/cdc-info/index.html>.

Town Manager Roudabush stated the CDC wanted to advise consumers that even though marijuana is legal there are adverse effects to be aware with use of marijuana.

Mayor Lucas advised to share the flyer information with loved ones.

#7 – Mayor Lucas and Council received a flyer from Page County Economic Development & Tourism and the Virginia Career Works who will be hosting a Community Workshop on Saturday, October 2 from 9 a.m. to 12:00 p.m. at the LFCC Jenkins Hall (200 College Drive, Luray, VA 22835) and the Shenandoah Computer Center (411 Second Street, Shenandoah, VA 22849). The workshop will provide job search assistance, resume building and review, and application help. To sign up and receive additional info go to forms.office.com/r/9Fg9XuKFQv. All attendees must wear masks.

#8 – Mayor Lucas and Council received quotes from Hensil Good Paving for patches and paving in various locations in Town.

Mayor Lucas stated other estimates will be acquired and voting will be held off until other estimates are in.

#9 – Mayor Lucas and Council received a bill from Junior's Tree Service, LLC for cutting down 3 trees near 322 Fourth Street in the amount of \$950.00.

Town Manager Roudabush stated the trees were taken down, so the new sidewalk could be poured.

Councilman Pierce asked if Junior's Tree Service ground up the roots?

Town Manager Roudabush stated Public Works would take care of the stump removal.

There being no more questions, a ***motion*** was made by Councilman Jenkins, ***seconded*** by Vice Mayor Kite, to approve the payment in the amount of \$950.00 to Junior's Tree Service, LLC to be paid from General Fund Capital Outlay Street Improvement budgeted line item.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

#10 – Mayor Lucas and Council received an estimate from Don Largent Roofing, Inc to install a new membrane roofing system at Town Hall's addition in the amount of \$19,993.00.

Councilman Jenkins asked how long has it been since the Town Hall installed the current membrane roofing system?

Town Manager Roudabush stated Treasurer Breeden could only find the information for the Police Department building roof and just repairs at Town Hall.

Mayor Lucas stated it seemed like it was not long ago that the membrane was installed.

Councilman Comer stated the price is steep.

Councilman Lowe stated the price of building materials has doubled.

Mayor Lucas stated waiting is not a good idea since the roof is leaking in multiple spots.

Councilman Lowe agreed waiting is not a good idea and could lead to mold issues.

Mayor Lucas asked if there is money in the account for the new membrane?

Town Manager stated, yes, there is money in the account.

Councilman Comer suggested Don Largent Roofing be asked if the current slope is sufficient to encourage drainage.

Councilman Jenkins stated the roof does puddle now, but where the puddling occurred, is not where the roof leaked.

Councilman Lowe stated the roofers will put in the right slope.

Councilman Jenkins suggested Town Manager Roudabush ask Don Largent Roofing if they plan on using more slope or will they use the current slope.

Councilman Pierce asked how many roofs are on the Town Hall building?

Town Manager Roudabush stated there are two roofs. The membrane would go on the addition and not on the original building's roof.

There being no more questions, a *motion* was made by Councilman Lowe, *seconded* by Councilman Pierce, to authorize the installation of a new membrane roofing system at Town Hall in the amount of \$19,993.00. Payment will be transferred from General Fund Capital Improvement checking account into the General Fund checking account.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

Councilman Jenkins suggested that wiring on roof should be looked at before the installation of the new membrane to clear out wires not in use.

#11 – Mayor Lucas and Council received an estimate in the amount of \$3,520.00 to EI Technical Services for a Mag Meter for the Trenton Well.

Town Manager Roudabush stated a Mag Meter measures gallons pumped.

Councilman Jenkins stated he thought that well already had a Mag Meter.

Town Manager Roudabush stated the current Mag Meter is old and not working right with the new pump.

There being no more questions, a *motion* was made by Councilman Lowe, *seconded* by Councilman Jenkins, to authorize the purchase of a Mag Meter for the Trenton Well from EI Technical Services in the amount of \$3,520.00 to be paid from Utility Fund Capital Outlay Water and Sewer Equipment budgeted line item.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

#12 – Mayor Lucas and Council received an estimate in the amount of \$2,372.00 to EI Technical Services for a Turbidity Meter for the Tenth Street Well.

Town Manager Roudabush stated a Turbidity meter measures water quality. This Turbidity Meter is a demo unit but will have the same warranty as a new meter.

There being no more questions, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Comer, to authorize the purchase of a Turbidity Meter for the Tenth Street Well from EI Technical Services in the amount of \$2,372.00 to be paid from Utility Fund Capital Outlay Water and Sewer Equipment budgeted line item.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Councilman Pierce stated he thinks the Town should have an extra well pump on the shelf since it takes about six weeks for one to be delivered.

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

Councilman Jenkins stated the Council should wait for the quote before voting on an extra well pump.

Councilman Pierce asked what did they determine caused the pump to go out?

Town Manager Roudabush stated the report indicated there was no direct lightning strike to the pump, but there was lightning in the area the night the pump quit working and is believed to be the cause.

Councilman Jenkins asked if Town Manager Roudabush had asked Racey Engineering about relining sewer pipes?

Town Manager Roudabush stated she is currently focusing on getting the new well online and when that is finished, she will ask Racey Engineering about getting quotes for plans to reline pipes.

Councilman Jenkins asked if the company in Harrisonburg would be able to perform a demonstration?

Town Manager Roudabush stated for a demonstration the Town would have to pay a hefty price.

Councilman Jenkins asked if Public Works had installed a casing on the valve where they replaced line on Pennsylvania Avenue?

Town Manager Roudabush stated that is the normal practice when they can, but she will ask Public Works Director T. A. Pendleton to find out.

STREETS & PUBLIC PROPERTY

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

Councilman Comer asked where does the Town stand on purchasing the Mill Building (507 First Street)?

Town Manager Roudabush stated the deed was overnighted to the Town's Attorney and following review, he found an issue with the notary language in California.

Councilman Comer asked when would the Town hear from the attorney whether it could go to closing?

Town Manager Roudabush stated the Town Attorney has the deed, so the Town is really close to closing, after the corrections are made with the notary language.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Jenkins and Comer)

Councilman Jenkins stated he noticed the Police Department had purchased an anti-bark device.

Chief Davis stated it was a replacement, the K-9 officer has always used one.

Councilman Pierce asked if the discrepancy in Police Vehicle Gas Log had been solved?

Chief Davis stated it was a typo, and the report should have said 55 gallons rather than 95.

Councilman Jenkins asked what time does the Hazzard Run 2021 from Cooter's in Luray start on Saturday?

Chief Davis stated the convoy will leave Luray at 10:00 a.m. on Saturday.

Town Manager Roudabush stated the Shenandoah Fire Department will lead the convoy from Cooter's in Luray through the Town of Shenandoah via Virginia Avenue to First Street to Maryland Avenue then back on Route 340 to Stanley where the Stanley Fire Department will take over then on through Luray by the Luray Fire Department. On Sunday, October 3rd, General Lees will be able to take individual laps on the Shenandoah Speedway at 10:00 a.m. The public is invited to watch the laps.

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)

Chairman Jenkins stated the last Music in the Park of 2021 was held on September 24th.

Councilman Pierce asked if Town Manager Roudabush had obtained a quote for the Dog Park fence?

Town Manager Roudabush stated she has tried calling Freeze Fencing, but it keeps ringing busy and asked if anyone knew other fencing companies.

Town Clerk Jenkins stated Donnie Gochenour has a fencing company called Dominion Fencing and there is another fencing company called Tri County Fence.

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)

There was nothing to report during this period.

PERSONNEL

(Chairman Pierce and Councilmen Jenkins and Comer)

Councilman Jenkins asked how the newest Park and Maintenance employee was working out?

Town Manager Roudabush stated he is doing really well, he had rented equipment and cleared out the area designated to be a future ballfield at Big Gem Park and was working to clear out trees behind the picnic shelter at Big Gem Park.

Councilman Jenkins stated the van that Public Works uses needs struts and shocks and he thinks instead of putting money into the van, the Town should see about purchasing the Shenandoah Volunteer Fire Company's 1994 Chevrolet utility truck which is in good condition.

Town Manager Roudabush stated the Shenandoah Volunteer Fire Company did say they would give the 1994 Chevrolet utility truck to the Town, if the Town makes a donation toward their purchase of a new truck for fire company use.

Councilman Jenkins stated the truck would be perfect for Public Works use. Public Works could use it to haul weed eaters and gas tanks instead of using the van.

Chief Davis stated the Shenandoah Volunteer Fire Company would also throw in their dive boat and trailer because they purchased a swift water rescue boat and trailer no longer need the dive boat and trailer.

There being no more questions, a *motion* was made by Councilman Lowe, *seconded* by Councilman Jenkins, to pay of \$40,000.00 from American Rescue Plan Act funds to Shenandoah Volunteer Fire Company in exchange for the Fire Department's 1994 Chevrolet utility truck, dive boat, and trailer being given to the Town for Police and Public Works use.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

UNFINISHED BUSINESS

Mayor Lucas asked Town Manager Roudabush what she found out about giving American Rescue Plan Act funds to help Shenandoah Elementary School buy water bottle filling stations?

Town Manager Roudabush stated Page County Public Schools received their own ARPA funds, and the Town could use ARPA funds to someone who has already received ARPA funds, but it involves more paperwork. A donation is much simpler than giving ARPA funds to another agency.

Mayor Lucas stated he would touch base with the Shenandoah Elementary School PTO to see if they were given any ARPA funds from Page County Public Schools to purchase the water bottle filling stations or if they still need funding.

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 Lowe, to adjourn the meeting at 8:10 p.m.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Fox

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Lora Jenkins, Clerk