

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
January 25, 2022**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, January 25, 2022, 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; Lynn Fox; I. Michael Lowe; and Richard Pierce.

Council Members absent were: Councilman Charles Jenkins.

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

Citizens present were: Storm Hammer.

Media Representatives: None.

AWARD PRESENTATION

None presented.

RECEIVING OF VISITORS

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

JANUARY 11, 2022 REGULAR MEETING MINUTES

A *motion* was made by Councilman Lowe, *seconded* by Councilman Fox, to approve the *Regular Meeting Minutes* held on January 11, 2022, as presented.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Jenkins

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

There being no questions, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to approve the bills, dated **January 11, 2022**, in the **Combined Accounts Disbursement Warrants #39816 - #39864** in the amount of **\$132,044.72**.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Jenkins

VOTE: Unanimous in favor of motion

TREASURER'S REPORT

There being no questions, a *motion* was made by Councilman Comer, *seconded* by Vice Mayor Kite, to approve the January 21, 2022 Treasurer's report, submitted by Treasurer Cindy Breeden, in the amount of \$2,593,698.39, as presented.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Jenkins

VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1 – Mayor Lucas and Council received the 2021 Park Rentals spreadsheet for review.

#2 – Mayor Lucas and Council received a list of 2021 Accomplishments including Town, Infrastructure, and Equipment Upgrades, Parks and Recreation News, a list of Events held in Town, and an update on the Computer Center and Media Outlets. It also included the Town had 6 new home constructions and 10 new businesses.

#3 – Mayor Lucas and Council received the 2022 Town of Shenandoah Calendar of Events for review.

Councilman Pierce stated Christ United Methodist Church is planning a First Responders Dinner for March depending on the incidence rate of Covid-19.

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Chairman Kite stated the new meters are being installed daily and 65% have been installed so far. Even with the snow, Vanguard is ahead of schedule.

Chairman Kite stated the conduit to the sewer digester broke and this exposes the panel box to the elements. Trumbo is coming tomorrow to fix it. Council should expect a bill for this emergency repair.

Chairman Kite stated the PLC system's (that runs ditches) computer has been backed up and Council should expect a bill for the backup. It had to be backed up because the battery light is flashing and if you lose power (if generators would fail to immediately start up), you lose the entire computer program which shuts down the whole system. If the whole system is shut down, then 24/7 manual operation is required. The Town is working with Kruger and another company to get the battery replaced which requires a system shut down. Prices on battery replacement and PLC replacement cost estimate will be given to the Council.

Chairman Kite stated the Pumphouse exhaust fans/louvers have been installed. Blauch Brothers will have to come back to make a motor adjustment but that should be all good now.

Chairman Kite stated the Council authorized jetting and to camera lines in 3 places on Maryland Avenue, but Blauch Brothers cannot schedule until flow is down with all the rain/snow melt lately.

Mayor Lucas commended Public Works for their quick response to a sewer emergency. Mayor Lucas received a phone call from a resident about a sewer backup in their basement. Mayor Lucas called the after hours Public Works on-call number, and they were able to clean out the line.

STREETS & PUBLIC PROPERTY

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

Mayor Lucas commended Public Works for their snow removal while being short staffed.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Jenkins and Comer)

Chief Davis stated he is researching a golf cart ordinance and will have more details at another Council meeting. However, at first glance State law mandates golf carts can only be driven on

roads marked 25 mph or less, which would rule golf carts out on or across Route 340.

Vice Mayor Kite stated Elkton has a golf cart ordinance because there are two places to cross 340 that the speed limit is 25 mph or less.

Chief Davis stated Elkton has more say on the speed limits within their Town because they own their roads.

Mayor Lucas asked Chief Davis how the Police Department staffing is working out?

Chief Davis stated the Police Department is still short staffed, but they are doing the best they can.

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)

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 nominated Teresa Stanley at 614 Seventh Street to receive the Community Enhancement Award for February.

The award will be presented at the February 8, 2022 Council meeting.

PERSONNEL

(Chairman Pierce and Councilmen Jenkins and Comer)

Chairman Pierce stated he would like a meeting of the Personnel Committee, Town Manager Roudabush, and Chief Davis before hiring a new officer.

UNFINISHED BUSINESS

Councilman Pierce stated the Town Code needs to be updated.

Town Manager Roudabush stated the Planning Commission is working on the Town's Comprehensive Plan now. Town Manager Roudabush asked Planning Commission Chairman/Councilman Mike Lowe if the Planning Commission would prefer to review both at the same time?

Councilman Lowe stated the Planning Commission had reviewed the first three chapters of the Comprehensive Plan already, and should be finished with the Comprehensive Plan soon, and he would prefer to finish the Comprehensive Plan before starting on the Town Code.

Councilman Pierce asked, after speaking with Town Clerk Lora Jenkins, if the Council would want to update the Town Code to go from two Council meetings a month to one Council meeting a month?

Town Manager Roudabush stated the meeting frequency is in the Town's Charter. Any changes to the Charter would have to be approved by the General Assembly. Also, the Town's Charter states that the Town has its elections in May; however, the Town Attorney stated that was ok since public hearings were held to change it to November. If the Council wanted to change the Charter for meeting frequency, they should also remember to change the Charter for elections to be held in November so it matches what is in place.

Councilman Lowe stated the Council could try cancelling one meeting each month, to see if only one meeting a month would work.

NEW BUSINESS

There was nothing to report during this period.

TOWN MANAGER'S REPORT

Town Manager Roudabush stated the refuse contract is up June 30, 2022 and Council can either renew with the current company or place a bid out. Town Hall has received complaints about the current refuse company.

Councilman Lowe asked what were the complaints about?

Town Manager Roudabush stated the complaints were mainly over missed trash and the current company refuses to pick up trash if the resident does not have the trash next to the street.

Town Manager Roudabush stated currently the Town has 977 residents with refuse collection, which costs the Town \$9,525.75 per month, and our residents pay \$12.00 per month. Another locality has between 1100-1200 residents with refuse collection, which costs their locality \$10,400 per month. They charge their residents \$12.50 per month. The company that this locality uses has garbage trucks with an electronic arm that picks up the trash. The company also provided the trash cans, and the trash must be in the cans. Trash will not be picked-up if it is on the ground. Additional cans are an added cost.

Councilman Fox asked what does that company do for commercial trash that would be on the ground? Or can they be picked up along with residential trash?

Town Manager Roudabush stated we would need to ask that locality and/or check with the companies.

Councilman Lowe stated he would like to put out the refuse collection for bid.

Mayor Lucas stated he also would like to see it put out for bid to see how our current refuse company compares with other companies.

Councilman Lowe stated he has had problems in the past with his empty trash cans blowing onto 340 once the trash has been collected, and now he does not use cans. He wanted to know what a company would do about trash cans that get blown into the road.

Town Manager Roudabush stated we would have to ask.

There being no other questions, a ***motion*** was made by Councilman Lowe, ***seconded*** by Councilman Fox, to authorizing a bid be placed for a refuse collection contract.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Jenkins

VOTE: Unanimous in favor of motion

MAYOR'S REPORT

There was nothing to report during this period.

FOR THE GOOD OF THE TOWN

Citizen Storm Hammer asked Councilman Pierce if the State mandates Town Code changes?

Councilman Pierce stated the Town Code changes are not mandated by the State, if the Town sees that the Code needs to be updated, the Town will begin the update process.

Citizen Hammer asked if the Town knows the cost for a new refuse collection company?

Town Manager Roudabush stated the Town will not know until the bids would come in.

Citizen Hammer asked what would happen to the apartment building that left trash out, if the new refuse collection company would not pick up bagged trash on the ground?

Town Manager Roudabush stated the apartment building pays for its own dumpster, and they would not be part of the Town's refuse collection.

Councilman Pierce stated apartment buildings, commercial businesses, and churches have the option of paying for their own dumpster or being part of the Town's refuse collection.

Citizen Hammer stated the City of Harrisonburg owns their cans, and their Public Works collects the trash.

Town Manager Roudabush stated the Town of Elkton tried to do trash collection in house, but found it was not profitable due to the truck cost, time involved, and manpower involved. Elkton sold their trash truck, and went back to a refuse collection company.

ADJOURN

There being no further discussion, a *motion* was made by Councilman Lowe, *seconded* by Vice Mayor Kite, to adjourn the meeting at 7:38 p.m.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilman Jenkins

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Lora Jenkins, Clerk

