

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
OCTOBER 27, 2015**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, October 27, 2015, 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 (arrived at 7:21 p.m.), Jr.; Lynn Fox; David Hinkle; Charles Jenkins; and Richard Pierce.

Council Members absent were: Vice Mayor Kite.

Other Town Officials present were: Larry Dovel, Town Manager; Juanita F. Roudabush, Assistant Town Manager/MMC; and Paul Davis, Chief of Police.

Citizens present were: Craig Lancto; Mike Uram; Gina Hilliard; Storm Hammer; Justin Secrist; and Ruth Reid.

Media Representatives: Caleb Sopotelean, **The Valley Banner**.

RECEIVING OF VISITORS

Gina Hilliard, Chamber of Commerce Interim President, presented the following updates: Katie Long has been hired as the full-time communications assistant for the Chamber and she is available to assist with writing press releases, etc; they are applying for the VTC Marketing Leverage Grants and the Towns and County are included if they win the funding to increase their marketing efforts; calls, visits, and mail out of guides continue to have high numbers; during the last quarter the Chamber website had 19,534 unique hits with the most searched tag words of Shenandoah Valley; Luray Caverns; and Shenandoah National Park; their Facebook page has over 2,000 likes, over 1,000 followers on Twitter, and they are building up their Instagram too; this area is the # 2 most searched area on the Virginia is For Lovers tourists website; the Chamber hosts social media training at their offices and the instructor is willing to travel to the different Towns for this training if there is a need; there are currently 387 Chamber Members with 134 of them upgrading to Tourism Members; Page Alliance for Community Action was recently awarded a five (5) year grant of \$625,000 and will soon hire a director to oversee this program; the mud race was considered successful and if the Board agrees, this will be held again next year; the Annual Banquet will be held on November 5th at the Mimslyn and business and volunteer winners will be announced at this event; the Business After Hours are great events for networking with other business owners, and the next one is in December at the Mimslyn Inn and it is usually the largest one of the year. She thanked Mayor Lucas and Council Members for their support of the Chamber and their objectives of marketing all of Page County.

Mayor Lucas and Council Members thanked Mrs. Hilliard for the updates and for helping to promote all of Page County, including the towns.

Justin Secrist previously requested permission to use an unopened/unused street for his driveway to provide direct off-street parking at his home. He noted he is ready to sign the agreement the Town drafted for this use.

Mayor Lucas stated a draft of the agreement was put in the Council packets for review. He inquired if anyone had questions on this agreement, or if they were prepared to make a motion in this matter?

Councilman Hinkle stated he just wanted to ensure that Mr. Secrist realized this agreement is temporary and could be changed or even rescinded in the future. He also noted this agreement follows the land, applies to his future heirs, and they all would have the burden of informing any future property owners of this agreement.

Mr. Secrist stated he understood and is willing to risk in the future that he may lose any and all rights for its use. He noted he understood this unopened street would still be classified as a public street and the public would have the right to use it as well.

There being no further discussion, a ***Motion*** was made by Councilman Pierce, ***seconded*** by Councilman Hinkle, to authorize Mayor Lucas to sign the agreement with Justin Secrist for temporary use of a portion of the currently unopened section of Second Street, beside his house located at 106 Shenandoah Avenue, as presented in the agreement dated October 27, 2015.

Members Vote was as follows:

YEA: Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Pierce

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite and Councilman Comer.

VOTE: **Unanimous in favor of motion.**

OCTOBER 13, 2015, REGULAR MEETING MINUTES:

A ***Motion*** was made by Councilman Jenkins, ***seconded*** by Councilman Hinkle, to approve the ***Regular Meeting Minutes*** held on October 13, 2015, as presented.

Members Vote was as follows:

YEA: Councilman Comer
Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Pierce

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite.

VOTE: **Unanimous in favor of motion.**

APPROVAL OF BILLS:

Councilman Pierce inquired when the Town would close the public restroom at the River Park for the winter?

Town Manager Dovel stated it would depend upon the weather and they sometimes leave it open later in the year, if there are no freezing temperatures yet.

Councilman Jenkins inquired about the high cost of disinfectant used at the restroom?

Town Manager Dovel stated they actually use this to spray down the walls, floors, and surfaces in the River Park restroom. He noted they don't have to use it quite as often now since vandalism has decreased recently.

There being no further questions, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Comer, to approve the bills, dated **October 27, 2015**, in the **Combined Accounts Disbursement Warrants #34064 - #34095** in the amount of **\$53,938.10**.

Members Roll Call Vote was as follows:

YEA: Councilman Comer
Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Pierce

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite.

VOTE: **Unanimous in favor of motion.**

TREASURER'S REPORT: Mayor Lucas read the Treasurer's report, submitted by Treasurer Cindy Breedon, for October 27, 2015.

A *Motion* was made by Councilman Jenkins, *seconded* by Councilman Pierce, to approve the

October 27, 2015 Treasurer's report in the amount of \$1,185,431.40, as read.

Members Vote was as follows:

YEA: Councilman Comer
Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Pierce

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite.

VOTE: **Unanimous in favor of motion.**

CORRESPONDENCE

Item # 1 – Mayor Lucas read the Resolution to request the Virginia Department of Transportation to incorporate the streets in the Forest Knolls Subdivision into their system for maintenance. The Resolution also included VDOT Form AM-4.3. The Resolution was read as follows:

TOWN OF SHENANDOAH RESOLUTION

WHEREAS, the Town Council of the Town of Shenandoah, Virginia requests the Virginia Department of Transportation to incorporate into the Secondary System, as provided under Section 33.2-705 and Section 33.2-340 of the Code of Virginia, 1950, as amended, High Knoll Terrace (State Route 1028) and Locustdale Loop (State Route 1029), both located in the Town of Shenandoah and described as follows:

- (1) High Knoll Terrace, State Route 1028 from Intersection of Route 340 to Intersection of Route 1029 (Locustdale Loop), Total Length 0.03 Mile and Right-of-Way width 60'
- (2) High Knoll Terrace, State Route 1028 from Intersection of Route 1029 (Locustdale Loop) to Intersection of Route 1029 (Locustdale Loop), Total Length 0.11 Mile and Right-of-Way width 50'
- (3) High Knoll Terrace, State Route 1028 from Intersection of Route 1029 to Cul-de-sac, Total Length 0.13 Mile and Right-of-Way width 50'
- (4) Locustdale Loop, State Route 1029 from Intersection of Route 1028 (High Knoll Terrace) to Intersection of Route 1028 (High Knoll Terrace), Total Length 0.26 Mile and Right-of-Way width 50'

BE IT RESOLVED, that the Town hereby guarantees the Commonwealth of Virginia unrestricted right of ways on High Knoll Terrace and unrestricted right of ways on Locustdale Loop, *as described above*, with the necessary easements for cuts, fills, and drainage, as recorded

in Instrument # 06-5302; and;

AND FURTHER BE IT RESOLVED, that VDOT Form AM-4.3 is hereby attached and incorporated as part of this governing body's resolution for changes in the secondary system of state highways.

ENACTED BY VOTE OF THE TOWN COUNCIL OF THE TOWN OF SHENANDOAH, VIRGINIA ON THE **27th** DAY OF **OCTOBER 2015**, WITH THE FOLLOWING MEMBERS BEING PRESENT AND VOTING AS SHOWN:

A *Motion* was made by Councilman Jenkins, *seconded* by Councilman Hinkle, to adopt the Resolution and VDOT Form AM-4.3 to request VDOT incorporate the streets in the Forest Knolls Subdivision into their system for maintenance.

Members Roll Call Vote was as follows:

YEA: Councilman Comer
Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Pierce

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite.

VOTE: **Unanimous in favor of motion.**

Item # 2 - Mayor Lucas and Council Members reviewed several ideas from Craig Lancto for more tourist attraction and development of Town Parks. Mr. Lancto's suggestions included paddle boat and pontoon (party) boat rentals at the River Park; trackless train rides to connect all points of interest; camping facilities including cabins and permanent games/attractions at Big Gem Park. He felt there is funding available for these ventures through lodging tax funds, state grants, or other agencies and organizations.

Councilman Hinkle stated the paddle boat idea seemed very doable to either a private enterprise or otherwise. He noted the paddle boats are very popular in other areas.

Mayor Lucas and Council Members thanked Mr. Lancto for the ideas and noted security concerns may prohibit any cabin construction at the Big Gem Park within the near future, but the other ideas could be a future possibility.

Item # 3 – Mayor Lucas and Council Members received a flyer from the Evangelical United Methodist Church in Elkton regarding the Veterans Day of Thanksgiving Service and luncheon they are planning to honor Veterans on Sunday, November 8, 2015, at 10 a.m. All Veterans are invited to this service.

Item # 4 – Mayor Lucas and Council Members received a flyer from Page County High School inviting all Veterans to a breakfast and Service at the school on Wednesday, November 11, 2015 at 7:30 a.m. All Veterans are invited to attend the breakfast at 7:30 a.m. and/or the service at 8:30 a.m.

Item # 5 - Mayor Lucas and Council Members received an invitation to attend the dedication of the ADA Fishing Platforms at the Hawksbill Greenway. The event will take place on Saturday, November 7th at 1 p.m. in the parking area off Mechanic Street in Luray.

Item # 6 - Mayor Lucas and Council Members received information regarding the U.S. Air Force “Rhythm in Blue” Jazz Ensemble’s scheduled performance at the Performing Arts Center in Luray on Thursday, November 12th at 7 p.m. The performance is free, but seating is limited.

Item # 7 – Mayor Lucas and Council Members reviewed two (2) proposals from the Shenandoah Recreation League to construct a new concession building or an addition and remodel on the existing building.

Council noted the Recreation League would also have to obtain other agency approvals for either option.

There being no further discussion, a ***Motion*** was made by Councilman Comer, ***seconded*** by Councilman Jenkins, to authorize either construction of a new concession building or construction of an addition and remodel of the existing building, contingent upon the Shenandoah Recreation League paying all costs involved, obtaining the required health department approvals, building permits, obtaining the necessary insurance, and accepting all liability involved.

Members Roll Call Vote was as follows:

YEA: Councilman Comer
Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Pierce

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite.

VOTE: **Unanimous in favor of motion.**

Item #8 – The Town received a notice from VDOT regarding the public hearings scheduled for November 19 at 4:30 p.m. at the Augusta County Government Center in Verona. Citizens and local governments will have the opportunity to provide comments on transportation projects and priorities in the Six-Year Plan. There will be an opportunity for a question and answer period as

well. More information is available beginning November 2nd at <http://www.virginiadot.org/2015fallmeetings>.

Item # 9 – Mayor Lucas and Council Members reviewed the information regarding sponsorship of the 89th Annual Chamber Banquet. The \$250 Bronze Sponsorship includes logo rotating on viewing screen throughout the evening, logo and name recognition throughout the event, name listed in the program, logo recognition on the website, recognition in the Loop Newsletter, recognition on the Chamber Facebook page.

Assistant Town Manager Roudabush stated the marketing funds could be used for this expense.

A **Motion** was made by Councilman Pierce, **seconded** by Councilman Jenkins, to authorize sponsoring the 89th Annual Chamber Banquet in the amount of \$250.

Members Vote was as follows:

YEA: Councilman Comer
Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Pierce

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite.

VOTE: **Unanimous in favor of motion.**

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Comer and Jenkins)

Following questions, Town Manager Dovel stated the Tenth Street tank is back in service now and public works has been busy repairing water leaks. He noted whenever the system is put back in place the weak spots in the line or the already existing pin holes come to the surface and have to be repaired. The Town was able to maintain the required pressure throughout this process, even though some homes experienced lower than normal water pressure until the tank was refilled.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilmen Comer and Hinkle)

Following questions, Town Manager Dovel noted the Town is still trying to determine the owner of the property at the intersection of Third Street and Maryland Avenue to have it mowed.

Another property is in need of repairs and yard maintenance is located on Fifth Street. The Town has contacted the property owners previously regarding this matter.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

Chief Davis submitted more information regarding the legalities involved with adopting a Panhandling Ordinance. Council noted since the property owners have the opportunity to handle this under existing laws and regulations, no further action is needed.

Chief Davis noted business owners experiencing any panhandling issues, should contact the Town Police Department at 540-652-8193 for non-emergencies, or dial 911 for emergencies.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

Committee Chairman Pierce reported they will likely have to review the Town budgets for changes if any local commercial businesses close in the near future.

PARKS & RECREATION

(Chairman Comer and Councilmen Pierce and Jenkins)

Committee Chairman Comer noted he did not have any parks and recreation news at this time. However, he expanded upon the popularity of the small yurts being utilized in the cabin rental business. He noted they are fairly inexpensive to construct and are very popular, especially in flood plains where they can be relocated if there is the possibility of flooding. He noted he would be very concerned with security in the Big Gem Park, due to the potential for vandalism in this area at this time.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Comer and Pierce)

Committee Chairman Jenkins reported the Industrial Economic Development and Procurement Committee is awaiting a proposal from a local industry to determine what their future needs will be and he noted this may affect the Town budgets too.

Councilman Comer stated recently there was a tour of the old Genie Plant with County and State Representatives. He noted they learned there is the real possibility of a small business opening in this building within the next few weeks.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

Vice Mayor Kite stated the Miller's are renovating the property next to Shenandoah General

Store and should be reviewed for a Community Enhancement Award.

PERSONNEL

(Chairman Pierce and Councilmen Hinkle and Jenkins)

There was nothing further to report during this period.

POLICE REPORT

There was nothing further to report during this period.

UNFINISHED BUSINESS

Councilman Fox reported he did more research on the open burning laws and the Department of Environmental Quality informed him the open burning laws have changed again. He noted if the Town ever wants to adopt an ordinance, the state has a model ordinance, which could be adopted as is, without any further legal review.

NEW BUSINESS

There was nothing to report during this period.

TOWN MANAGER'S REPORT

There was nothing further to report during this period.

MAYOR'S REPORT

Mayor Lucas reminded everyone to be cautious while driving on Saturday, October 31st due to the many children who will be in Town for trick or treating.

He then inquired if Council wanted to consider cancelling their November 24th and December 22nd meetings?

A *Motion* was made by Councilman Jenkins, *seconded* by Councilman Pierce, to authorize cancelling the November 24, 2015 and the December 22, 2015, Council meetings due to the close proximity to the holidays.

Members Vote was as follows:

YEA: Councilman Comer
Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Pierce

NAY: None.

ABSTAIN: Mayor Lucas.
ABSENT: Vice Mayor Kite.
VOTE: **Unanimous in favor of motion.**

Councilman Pierce noted if there was an item that could not wait, the Council could set up a special meeting.

FOR THE GOOD OF THE TOWN

There was no one present desiring to speak at this time.

ADJOURN

There being no further discussion, a *Motion* was made by Councilman Hinkle, *seconded* by Councilman Jenkins, to adjourn the meeting at 8:10 p.m.

Members Vote was as follows:

YEA: Councilman Comer Councilman Fox Councilman Hinkle Councilman Jenkins Councilman Pierce	NAY: None.
--	-------------------

ABSTAIN: Mayor Lucas.
ABSENT: Vice Mayor Kite.
VOTE: **Unanimous in favor of motion.**

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Juanita Roudabush, Clerk