

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
MAY 24, 2016**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, May 24, 2016, 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; David Hinkle; and Richard Pierce.

Council Members absent were: Councilman Charles Jenkins.

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

Citizens present were: Ruth Reid; Trenton Meadows, and Breoncha Meadows.

Media Representatives: Chris Slater, **The Page News & Courier** and Caleb Soptelean, **The Valley Banner**.

RECEIVING OF VISITORS

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

MAY 10, 2016, PUBLIC HEARING AND REGULAR MEETING MINUTES:

A *Motion* was made by Councilman Pierce, *seconded* by Vice Mayor Kite, to approve the *Budget Public Hearing Minutes* held on May 10, 2016, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite	NAY: None.
Councilman Comer	
Councilman Fox	
Councilman Hinkle	
Councilman Pierce	

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

A *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Comer, to approve the

Regular Meeting Minutes held on May 10, 2016, as presented.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

APPROVAL OF BILLS:

Councilman Pierce inquired about warrant number 34597 to the Division of Motor Vehicles (DMV)?

Assistant Town Manager Roudabush explained when the Town implements a DMV stop on a resident for unpaid personal property taxes, a \$40 fee is also assessed on the taxpayer. The Town is required to submit \$20 of the fee to DMV and is able to retain \$20 of the fee for administration of the program.

Councilman Pierce then inquired about the warrant number 34606 for the police car repair. He inquired how much money this vehicle had cost the Town recently?

Chief Davis noted more money had been spent on repairs in the last eight (8) months than the vehicle is worth. He explained this was on schedule to be replaced, but they were asked to hold the line on their budget for the next fiscal year and is the reason a new replacement vehicle was not requested.

Council Members briefly discussed this matter and agreed to review the budget to determine if a new police car could be purchased soon to replace this old Ford Explorer.

Councilman Comer inquired about warrant number 34630 for truck repairs?

Town Manager Dovel stated the repair shop is located in Elkton and local garages referred the Town to them for repairs to the dump truck. The smaller shops in Shenandoah were not able to complete the repairs needed on this dump truck. Blue Mountain Enterprise only charges for labor and does not have any mark up on the parts needed. In fact, Town Manager Dovel noted the Town purchases the parts up front and takes them to him for installation.

There being no further questions, a **Motion** was made by Vice Mayor Kite, **seconded** by

Councilman Pierce, to approve the bills, dated **May 24, 2016**, in the **Combined Accounts Disbursement Warrants #34593-34641** in the amount of **\$89,326.64**.

Members Roll Call Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

TREASURER'S REPORT: Mayor Lucas read the Treasurer's report, submitted by Treasurer Cindy Breeden, for May 24, 2016.

A **Motion** was made by Councilman Comer, **seconded** by Councilman Fox, to approve the May 24, 2016 Treasurer's report in the amount of \$1,166,407.30, as read.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

CORRESPONDENCE

Item # 1 – Mayor Lucas noted the Council held a public hearing on May 10, 2016, for the 2016-2017 Budget and now it is time to discuss adopting it.

A **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Fox, to adopt the 2016-2017 Budget in the amount of \$2,145,851.00, as read.

Members Roll Call Vote was as follows:

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

NAY: None.

Councilman Comer
Councilman Fox
Councilman Hinkle
Councilman Pierce

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

Item # 2 – Mayor Lucas and Council Members received a request from the Page County High School Class of 2016 for a donation to their Baccalaureate Service, which will be held at 3 p.m. on June 5, 2016 at the PCHS auditorium.

A *Motion* was made by Councilman Pierce, *seconded* by Vice Mayor Kite, to authorize a \$100 donation to the PCHS Class of 2016 for their Baccalaureate Service.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

Item # 3 – Mayor Lucas and Council Members received a thank you letter from the Shenandoah High School Alumni Association for the Town’s assistance with selling their banquet tickets. The Alumni Association awarded \$1,500 scholarship to Troy Wayne Painter, a deserving PCHS Senior.

Item # 4 – Mayor Lucas and Council Members received the schedule of events for the 19th Annual Festival and Parade on May 27-28, 2016. The full list of events may be found on the Town website at www.TownOfShenandoah.com Anyone desiring to put an entry in the Parade should call Dave Hinkle at 540-421-4077. Councilman Hinkle noted the fire company is only having shrimp at 4 p.m. and all other events at the carnival grounds have been cancelled.

Item # 5 – Mayor Lucas and Council received the 2016 Cruz In Schedule as follows: May 27; June 17; July 8; August 5; and September 9. Each event begins at 6 p.m. and includes the chance for those with cruise in vehicles registered to win \$50 or \$100 and also there are food sales by local non-profits. The Shenandoah Heritage Association thanks their generous sponsors: JR’s Tire Center; Shenandoah Machine Shop; J&M Auto Parts/Car Quest of Shenandoah; May’s

Recycling and Richard's Auto Salvage. Nancy Karnes is the contact at 540-742-1141.

Item # 6 – The Town received a flyer regarding the special race scheduled for Saturday, June 4th at the Shenandoah Speedway. The race is the 2nd Annual Racing for Wishes where \$3 of each ticket sale goes toward the Make-A-Wish Foundation of the greater Virginia area. Tickets are just \$15 (cash at the gate) with pits opening at 1 p.m. and stands opening at 5 p.m. with the race starting at 7 p.m. More information is available at racingforwishes.com

Item # 7 – The Town received a flyer of information regarding Christ Church 2016 Relay for Life Team's Fried Pork Tenderloin Dinner and Live Auction. The event begins at 5 p.m. until 6:30 p.m. on Saturday, June 4th at 211 Central Avenue, Shenandoah, VA. All proceeds go to the American Cancer Society.

Item # 8 - Mayor Lucas and Council Members received the Virginia Municipal League has scheduled regional suppers to learn more about different topics affecting local governments. The meeting closest to Shenandoah will be held on June 23 in Gordonsville. The fee is \$35 per person and includes dinner. Any Council interested in attending, should contact the Town Hall to be registered for the event.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Comer and Jenkins)

Town Manager Dovel reported the Department of Environmental Quality recently approved the Town's sewer plant permit for five (5) years. They required the Town to do some minor testing from the previous approvals, but everything else was approved as before. Following questions, he noted, the plant has a maximum capacity of 400,000 gallons a day and currently only about 120,000 gallons a day is received.

Following questions, Town Manager Dovel stated the public works department is busy preparing for the 19th Annual Festival and Parade, but will be repairing several water leaks within the following weeks.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilmen Comer and Hinkle)

Town Manager Dovel reported the Virginia Department of Transportation will begin the repairs to the sidewalk and street in the tunnel on Maryland Avenue (Rt. 602) on June 3-24, 2016. Everyone should expect delays in traffic in this area during this time period.

Council Members requested several street repairs located on Sixth Street and Virginia Avenue and North Fifth Street and Williams Avenue. Also, it was noted mulch was placed on the bank near the tunnel on Maryland Avenue (Route 602) and they may have to clean some from the

ditch, so it does not become clogged in heavy rains.

Also, it was noted there are tree sprouts coming up at Veterans Park that will need to be removed before Friday.

Following questions, Town Manager Dovel reported the Town will soon be sending letters to property owners who have not mowed their lawns yet this year.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

Following more questions about the Town police vehicle that needs to be replaced, Chief Davis reported the Sheriff's Department gave him an older vehicle to use as a spare. He noted they do not have any newer vehicles as surplus though. He explained the price of a new police vehicle is about \$25,000.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

There was nothing to report during this period.

PARKS & RECREATION

(Chairman Comer and Councilmen Pierce and Jenkins)

Councilman Pierce stated new flags were installed at Veterans Park and on Town owned property recently.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Comer and Pierce)

Mayor Lucas and Council Members discussed the ribbon cutting ceremony and plant tour went very well at Tactical Walls recently. They noted everyone was pleased with the quality of work they do at this plant. This manufacturing facility is located on Williams Avenue in Shenandoah and they construct home concealment products. More information is available at their website: www.TacticalWalls.com or look up the product on the Cabela's website, too.

Councilman Comer reported KVK has a large machine that was sitting idle, but it is being prepared for a large contract they are expecting to fill for walls of a nuclear power plant. KVK will be drilling more than 6,000 holes in the metal for each sheet of metal and this is likely to keep several employees busy for a good while.

Vice Mayor Kite and Councilman Pierce noted they were very pleased the Town of Shenandoah and business owners were invited to attend the East Rockingham Business Council meetings. Recently a meeting was held in Elkton where everyone was able to network and hear more plans

from Pham Choppra. They noted many people were there for this meeting and the Town was invited to all their upcoming meetings of the East Rockingham Business Council.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

There was nothing to report during this period.

PERSONNEL

(Chairman Pierce and Councilmen Hinkle and Jenkins)

Councilman Pierce reported interviews will be conducted soon for the vacant General Maintenance Worker position.

POLICE REPORT

Chief Davis reported the Click It or Ticket It campaign is going on and everyone was reminded to buckle up in their vehicles.

UNFINISHED BUSINESS

There was nothing to report during this period.

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 of the 19th Annual Festival and Parade coming up this weekend and referred everyone to the schedule of events in the brochures.

FOR THE GOOD OF THE TOWN

There was no one present to speak during this period.

ADJOURN

There being no further discussion, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to adjourn the meeting at 7:37 p.m.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Juanita Roudabush, Clerk