

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
JULY 26, 2016**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, July 26, 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; Dave Hinkle; Charles Jenkins; and Richard Pierce.

Council Members absent were: None.

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

Citizens present were: Rose Ann Smythe and Margaret "Meg" Campbell.

Media Representatives: None.

RECEIVING OF VISITORS

Rose Ann Smythe of the Blue Ridge Heritage Project spoke regarding a monument planned for Page County to recognize residents who were displaced by the development of the Shenandoah National Park. She provided a brochure and a listing of the names of the displaced families in Page County gathered thus far for Council's review. She explained the group is requesting information from the public for this project to be completed, which will consist of a stone chimney monument with a plaque listing all of the names of the families that were displaced during this time period. They also plan to provide interpretive signage. She noted the committee meets the first Tuesday of each month and the upcoming meeting on August 2, 2016, will be held at the Luray Train Depot. The meeting will begin at 6:30 p.m. and she invited everyone to attend to learn more or to provide information on the displaced families. She also noted the Blue Ridge Heritage Project for Page County is a non-profit and is also searching for locations where the monument and interpretative signage could be placed.

Mayor Lucas and Council Members thanked Ms. Smythe for this information and presentation.

Following a brief discussion, it was the consensus of the Council to authorize using a portion of Big Gem Park to place the monument and interpretative signage, at no cost to the Town, if the group chose to locate it in Shenandoah.

JULY 12, 2016, REGULAR MEETING MINUTES:

A *Motion* was made by Councilman Jenkins, *seconded* by Councilman Fox, to approve the *Regular Meeting Minutes* held on July 12, 2016, as presented.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: None.

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

APPROVAL OF BILLS:

Councilman Fox inquired about bill for towing the police department's Ford Explorer?

Chief Davis explained the towing bill was from his accident recently.

There being no further questions, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Comer, to approve the bills, dated **July 26, 2016**, in the **Combined Accounts Disbursement Warrants #34804-34837** in the amount of **\$66,431.66**.

Members Roll Call Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: None.

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

TREASURER'S REPORT: Mayor Lucas read the Treasurer's report, submitted by Treasurer Cindy Breeden, for July 26, 2016.

A **Motion** was made by Councilman Comer, **seconded** by Councilman Pierce, to approve the July 26, 2016 Treasurer's report in the amount of \$1,311,173.96, as read.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: None.

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

CORRESPONDENCE

Item # 1 – Mayor Lucas and Town Council Members received a donation request from the Shenandoah Recreation League for the 12U Girls Softball Team, who will travel to Florida to play in the Babe Ruth World Series in August. The 12U team already captured the Virginia State Championship and the South East Region Championship, which is a huge accomplishment for these girls. Donations are being requested for travel expenses for the team.

Council briefly discussed sports team donation requests that are in addition to the normal \$2,500 donation the Town already gives the Shenandoah Recreation League each year. However, it was noted this is a special circumstance where this team is made up of local children who have exceeded expectations for winning and now have advanced to the World Series.

Therefore, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Hinkle, to authorize a donation of \$100 for the 12U Girls Softball Team travel expenses to play in the World Series.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: None.

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

Item # 2 – Mayor Lucas and Town Council Members received an invitation from the Virginia Economic Development Partnership to attend an orientation briefing at their new offices at One James Center, 901 East Cary Street, Suite 900, Richmond, Virginia on Thursday, September 14th at 9 a.m. Mayor Lucas noted RSVP is required by August 9th to lbowles@yesvirginia.org.

Item # 3 – Mayor Lucas and Town Council Members received information from the Virginia Department of Health regarding ways to prevent diseases caused by mosquitoes, which include Zika, West Nile, Dengue, and Chikungunya. Residents are requested to empty and clean weekly: birdbaths, kiddie pools, tires, buckets, or anything that could collect standing water. To help prevent mosquito bites: people should wear long sleeves and long pants, use insect repellent, use air conditioning or place screens on windows and doors to your home.

Mayor Lucas noted more information is available at www.zikava.org.

Item # 4 – Mayor Lucas and Town Council Members received a thank you letter from Matthew Mills for the Town's donation to the Page County High School's Annual Baccalaureate Service.

Item # 5 – Mayor Lucas and Town Council Members received a thank you letter from the Shenandoah Area Agency on Aging for the Town's donation to their organization, which supports the Page County Senior Center and its activities.

Item # 6 – Mayor Lucas announced the Ribbon Cutting/Grand Opening for the Shen Valley Family Practice is on Saturday, July 30, 2016, at 9 a.m.

Mayor Lucas, Councilmen Comer, Hinkle, and Pierce all plan to attend the event.

Mayor Lucas noted light refreshments will be served, free blood pressure checks, and free chair massages will be at this event from 9 a.m. until 11 a.m. on Saturday.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Comer and Jenkins)

Town Manager Dovel reported several water leaks were repaired today and the altitude valve will be installed at the 10th Street Water Tank tomorrow.

Councilman Fox reminded everyone Town residents were without water at times during the last cleaning of the 12th Street Water Tank. He noted the Council needs to explore other options for continued operation of the water system in the event of future cleaning or problems at the current tanks. He stated the Town would likely need to hire an engineer to conduct a study to determine the best possible solution, but it is a necessary step that needs to be addressed to prevent future water shortages for residents. He also suggested the 12 inch water line be looked at to determine

if it could supply additional water needed when there is an issue at the water tanks or wells.

Councilman Jenkins stated you have to be very careful when redirecting water in the Town's water system or you can overload it very quickly and blow lines everywhere in Town.

Council Members and Town Manager Dovel further discussed this matter and it was noted an engineering study would cost an estimated \$10,000 to \$20,000.

Council Members requested Town Manager Dovel explore the options for possible future use of the Eppard Well, previously taken out of service due to TCE from the old manufacturing plant operations.

Councilman Comer stated he would also explore the options of the well abandoned by the company that was going to use the area behind the Eppard Subdivision for a bottled water plant. This well is currently privately owned and he will determine if the property owner would be willing to work with the Town to have another avenue for water supply.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilmen Comer and Hinkle)

Councilman Jenkins requested a work order to pick up the old tree stump that fell into the roadside on Virginia Avenue.

Councilman Pierce inquired if any response was received from the property owner regarding the shed constructed without permits at the residence on Fourth Street, beside Enterprise Rental Car?

Town Manager Dovel stated the property owner was sent a letter and the building inspector was notified, but the Town has not received a response from either one yet.

Councilman Pierce stated the Town needs to request the post office install a drive up mail drop box in Town for elderly and handicapped individuals to have easier access to drop off mail. It was discussed there used to be several drive up mail drops in Town, but they were all removed over the years. Due to the location of the post office, it is very difficult for elderly or handicap individuals to drop mail inside.

Councilman Fox stated currently Town employees are driving the lawn mowers back and forth to the sites and the Town shop, which puts a lot of unnecessary wear and tear on the mowers. He requested and Council agreed to research prices for a trailer to haul Town lawn mowers to the sites needing to be mowed.

It was mentioned the person possibly living in the commercial building has been notified by letter that is not permitted under the Town Code. There has been no response thus far. If no one responds soon, the appropriate legal action will be taken in this matter.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

Chief Davis reported his department is in need for an in-car camera in one of the units. He stated a new camera is \$2,500, but they can get a refurbished one for \$1,015 and he has \$1,800 in capital improvement for this purchase.

Therefore, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Pierce, to purchase the refurbished in-car camera in the amount of \$1,015, for a Town police car.

Members Roll Call Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: None.

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

Chief Davis stated the police department received a donated vehicle from the academy, but it will need some repairs before it can be placed in service. He noted this vehicle is two (2) years newer than the one in service currently.

Councilman Jenkins reported he saw a vehicle for sale for \$1,500 if the donated vehicle does not work out.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

There was nothing to report.

PARKS & RECREATION

(Chairman Comer and Councilmen Pierce and Jenkins)

Committee Chairman Comer stated the large picnic shelter at Big Gem Park has been renting for \$25, which is considerably less than surrounding Town's shelter rental fees.

Following a brief discussion, it was the consensus of the Council to increase the shelter rental fees at Big Gem Park from \$25 to \$40, effective immediately.

Committee Chairman Comer reported the new water line has been installed to service a future restroom building at Big Gem Park. He noted Page County supported the payment of the new water utilizing transient occupancy taxes, since the park is a tourist draw for people visiting from out of town.

Following a brief discussion, it was discussed the Town is keeping a list of people who would like a brick at Veterans Park. Council will review the number of requests within the near future to determine if it would be feasible to erect more holders for the bricks. Currently the brick holders are full or spoken for.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Comer and Pierce)

Mayor Lucas and Council Members praised Joyce Fluharty for agreeing to attend a grant writing conference, which will help her to research and write grants on behalf of the Town.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

Councilman Jenkins stated there is a house on Sixth Street, which will be considered in the future for a Community Enhancement Award.

PERSONNEL

(Chairman Pierce and Councilmen Hinkle and Jenkins)

There was nothing to report during this period.

POLICE REPORT

There was nothing further to report during this period.

UNFINISHED BUSINESS

The discussion continued on revising the Town Code §50-33, as it relates to the Planning Commission recommendation for Short Term Rental.

Mayor Lucas and Council Members stated the last meeting it was decided to restrict the number of people who may occupy a tourist home, as well as specifying “two story” be defined as two stories above street level. Council desired the occupancy limit to be two (2) people per bedroom, plus an additional two (2) people per *unit* total. Council will review this wording again at the next meeting prior to it being sent to the Town Attorney for his review. Public hearings will be required before the draft can be inserted into the Town Code.

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

Mayor Lucas reported the Autumn Ridge Apartment complex owners indicated they will not make any repairs to Pocahontas Avenue due to their own financial constraints. The unfinished street is full of potholes. This roadway serves as an access road for the residents of Autumn Ridge. The Town or VDOT are not responsible for this undeveloped street and, therefore, all complaints on this street should be directed to the property owner of Autumn Ridge. This development was put in when the land was located in Page County and they did not ever follow through to ensure the street met VDOT specifications.

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 Jenkins, to adjourn the meeting at 8:14 p.m.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: None.

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

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Juanita Roudabush, MMC