

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
SEPTEMBER 27, 2016**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, September 27, 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 Jeff Courtney, Police Officer.

Citizens present were: Mike Uram; Timmy Kite; and Wayman Comer, Jr.

Media Representatives: None.

RECEIVING OF VISITORS

Wayman Comer, Jr. addressed Council regarding the Town policy which requires people to pay the water and sewer connection fees upfront, prior to the Town approving a zoning permit for construction of a new house. He requested the Town consider allowing the release of zoning permits for new home construction *prior* to the water and sewer connection fees being paid. He suggested paying the fees *after* the zoning and building permits were issued and the new house was under construction would be an incentive for people to build in Shenandoah. He stated the Towns of Stanley and Elkton do not require people to pay the connection fees upfront. He stated people cannot obtain their certificate of occupancy until the water and sewer connections are made and paying the fees upfront does not make sense to him and it causes a hardship on him.

This matter was briefly discussed by Council and the request was denied. It was explained the Town initiated this policy because homes were being constructed, water being connected and used, and the Town did not receive connection fees until the homes were sold. Also, it was explained the Page County Building Official requested the Towns *not* release their zoning permit approval until the property had water and/or sewer connection approvals. Otherwise, there was the potential for a new home to be constructed and later found it could not be connected to Town utilities and would then require a septic and/or a well. Additionally, it was explained payment of the connection fees upfront allows the Town to better plan for installation of the utilities in a timely fashion which is better for all concerned. Furthermore, it was also noted the builder incorporates the fees for utility connection in the price of the new home and paying the fees

upfront should not be a hardship. Also, it was noted most businesses require a payment upfront for large order purchases and in these cases, the Town has to operate as a business too.

Mr. Comer then requested Council consider amending the Town Code to allow a different setback requirement for homes on a corner lot, as they have to meet front yard setbacks from both streets.

Mr. Comer specifically referenced the lot at the intersection of Trenton Avenue and S. Third Street where he said it is impossible to use this lot to build a home because it cannot meet the setback requirements of the current Town Code.

Town Manager Dovel explained this particular lot is currently zoned commercial, which does *not* require a setback except on the side adjacent to any residential. Therefore, this *is* a usable lot for commercial purposes as long as they can meet the Virginia Department of Transportation's (VDOT) requirements for distances from the street right-of-way and sight distance in the curve or utilize Trenton Avenue as an access point. He noted if the lot were to be rezoned to residential then it would require purchase of the adjacent lot or a variance to meet the current requirements under the Town Code, but reiterated that this is a usable lot as it is currently zoned commercial.

Additionally, Assistant Town Manager Roudabush explained the Town Code already contains a variance procedure for small residential lots or corner lots that cannot meet current setbacks and cannot be used otherwise. She also noted since the Town streets are owned by VDOT, they would also have a say in how close to the street someone could build a structure.

Mr. Comer requested Council devise a way to inform people inquiring about lots in Town to have a checklist of the requirements so they are aware of all the requirements, including payment of fees upfront. He then noted his objection to Council's decision in this matter, but thanked them for their time.

Following questions, Stanley Town Councilman Mikr Uram stated he would check with the Town of Stanley regarding their policy on when utility connection fees are paid and report back to the Council later.

Vice Mayor Kite requested Town staff develop a checklist of the process for applying for a new home construction in the Town limits, along with the fees required to be paid up front.

SEPTEMBER 13, 2016, REGULAR MEETING MINUTES:

A *Motion* was made by Councilman Fox, *seconded* by Vice Mayor Kite, to approve the *Regular Meeting Minutes* held on September 13, 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:

There being no questions, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Comer, to approve the bills, dated **September 27, 2016**, in the **Combined Accounts Disbursement Warrants #34967-35006** in the amount of **\$97,852.78**.

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 September 27, 2016.

A *Motion* was made by Councilman Pierce, *seconded* by Councilman Fox, to approve the September 27, 2016 Treasurer's report in the amount of \$1,223,944.14, 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 letter from the Planning Commission recommending the consolidation of lots request from Timmy and Tiffany Kite be approved as presented.

Mr. Kite stated he understands the process for meeting the Town Code requirements and he is planning to sell the consolidated lots to someone who will build a house at this location.

Town Manager Dovel explained the two (2) small lots are located at the intersection of Eighth Street and Osceola Avenue and the house would be constructed too close to the streets if the lots were not consolidated into one.

There being no further questions, a **Motion** was made by Councilman Jenkins, **seconded** by Councilman Comer, to concur with the Planning Commission and approve the consolidation of lots request from Timmy and Tiffany Kite, on property identified by tax map numbers 102A4-(1)- lots 11 & 12, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite Councilman Comer Councilman Fox Councilman Hinkle Councilman Jenkins Councilman Pierce	NAY: None.
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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 Department of Transportation Board to attend the fall public meeting on October 25, 2016, at 4 p.m. at the Blue Ridge Community College in Weyers Cave, Virginia.

Following a brief discussion, Mayor Lucas and several Council Members agreed to attend the public meeting. They noted several businesses were directly impacted when VDOT recently lowered the weight limit on the Milnes Bridge (Rt. 602-over the river). VDOT then did a more in-depth inspection and increased the weight limit more which allowed the business in Town to

continue operating, but Council noted their desire to discuss the need for this bridge to be repaired quickly. They will also request VDOT to consider the possibility of this bridge being relocated in the future, since the current bridge location also requires traffic to travel through a railroad tunnel that has a height restriction which prevents access in or out of Town for large trucks and emergency service vehicles.

Item # 3 – Mayor Lucas and Town Council Members received notice the 2nd Annual Fall Senior Page County TRIAD Conference will be held at 9 a.m. on Thursday, October 27, 2016, at the Christ United Methodist Church, 211 Central Avenue, Shenandoah, VA. All Senior Citizens and local officials are invited to attend this meeting to hear topics relating to mental health, hearing, and updates on scams and crimes targeting senior citizens. Vendors will also have displays of their products or services. There will be a free meal provided by the church immediately following the meeting. There is no RSVP requirement, but for more information please contact Sergeant Steve Owens at 540-843-3382.

Item # 4 – Mayor Lucas and Town Council Members received information regarding the Harvest Dinner to be held on Saturday, October 15, 2016, at 6 p.m., at Stevens Cottage. Tickets are \$15 each and available by calling 540-742-1141. The dinner benefits Argi-Business and Agri-Tourism Scholarships at Luray and Page County High Schools.

Item # 5 - Mayor Lucas and Council Members received information regarding the Cruise In scheduled for October 22, 2016, at 4 p.m. until 7 p.m. at North Side Diner. (Weather permitting) No registration fees, door prizes, and 50/50 drawings. Contact Bonnie Taylor at 540-778-3349 for more information.

Item # 6 – The Town received information that VML is sponsoring an Essay Contest "If I Were Mayor" for 7th Grade Students in Virginia. Mayor Lucas noted this information has been forwarded to the 7th Grade English or Social Studies Teachers and he has agreed to speak with the classes if they choose for him to.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Comer and Jenkins)

Town Manager Dovel reported the Public Works Employees installed about 100 feet of one-inch water line to serve Mamma Mia's since the line kept breaking there recently. They have also been busy repairing water leaks throughout Town and have a few more to repair this week.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilmen Comer and Hinkle)

Vice Mayor Kite inquired if VDOT would install the Slow Children At Play signs on Corcoran Avenue? He noted there are many small children in this neighborhood and speeding cars.

Assistant Town Manager Roudabush stated they would check, but the last time someone inquired about these signs, VDOT said they no longer install them for liability reasons.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

Councilman Comer requested Chief Davis provide an update from VDOT regarding the device to be installed on the traffic light to allow for emergency vehicles to automatically stop traffic, until they proceed through the traffic light when responding to emergency calls.

Officer Courtney stated he would relay this information to Chief Davis for the next meeting.

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)

Committee Chairman Comer reported the shelter at Big Gem Park has been rented a lot recently and was rented Friday, Saturday, and Sunday this past weekend for different events. He stated there were large crowds there all weekend.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Comer and Pierce)

Committee Chairman Jenkins stated it is a good thing for Page County that Cooter's Store is coming to the old Outlanders building on US Highway 211.

He also noted there is some encouraging news that several different people have expressed interest in some of the vacant commercial properties in Town for lease or purchase.

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)

There was nothing further to report during this period.

POLICE REPORT

There was nothing further to report during this period.

UNFINISHED BUSINESS

Councilman Fox noted he provided some sections of the Town Code for Chief Davis and Town Manager Dovel to review to determine if they could be used on any of the issues being experienced by neighbors on Sixth Street.

Assistant Town Manager Roudabush explained apparently some things have improved since the last meeting where the neighbors lodged complaints. She noted it was reported a different parent is now in charge of the residence and the children and other improvements have been noted too.

Everyone was encouraged to use the drive up mail collection box on First Street, near Town Hall. Otherwise, the post office may decide to remove it again if it is not used often enough.

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 stated he is very appreciative the 7-Eleven is staying open despite the former managers illness. He noted the new manager is a former Town resident and is very excited to be able to keep it open, along with the other franchises he manages. Mayor Lucas requested permission to send another dish garden to the business, since it is under new management now.

It was the consensus of the Council to authorize sending the 7-Eleven another best wishes dish garden, since they are under new management now. Everyone was very thankful Mr. May was able to take over the operations of the store since the former manager became ill.

FOR THE GOOD OF THE TOWN

Mike Uram stated he is glad to hear the Town is planning to attend the VDOT public meetings regarding the bridge issues, because this route is vital to commerce not only in Shenandoah, but throughout Page County too. He offered to attend with Shenandoah representatives and Council noted their appreciation for his assistance.

ADJOURN

There being no further discussion, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Fox, to adjourn the meeting at 8:17 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