

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
JANUARY 10, 2017**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, January 10, 2017, 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 Lynn Fox; Dave Hinkle; I. Michael Lowe; 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: Luray-Page County Chamber of Commerce President Gina Hilliard and Mike Uram.

Media Representatives: None.

RECEIVING OF VISITORS

Luray-Page County Chamber of Commerce President Gina Hilliard presented updates from the Chamber and all of their outreach programs and events. She explained that the Chamber includes an elected Board of Directors, Tourism Council, Chamber Staff, Volunteers, and Ambassadors. She noted the Chamber was founded in 1926 and now has 391 Members covering all of Page County. Their mission is, "To serve our members by enhancing business and tourism throughout the entire county"; their vision is, "To be the organization where our business community turns for leadership and business resources"; and their motto is, "Live, Work, Shop, Play". The 2016 statistics include 75,870 unique hits to their websites, 14,703 walk-ins at the visitor center, 3,734 phone calls, and mailed 11,282 visitor guides (plus distributed throughout the state and beyond).

Chamber President Hilliard explained they hold ribbon cuttings for grand openings of new businesses and now they are also holding ribbon cuttings for important anniversary's of existing business. Both of these events draws attention to the local businesses in our community.

Chamber President Hilliard also stated the outdoor movie nights will be extended this year to all three (3) Towns in the County. The first one will be in Shenandoah on June 24th at the Shenandoah Ballpark. There will be vendors along with the free movie. The other movie nights will be held in July and August in Luray and Stanley.

The full list of events, marketing ventures, and all the Chamber efforts to bring tourists to our community, help grow existing businesses, and assist local non-profits is available by contacting Gina Hilliard at gina.hilliard@luraypage.com or call the Chamber at 540-743-3915.

DECEMBER 10, 2016, REGULAR MEETING MINUTES:

A *Motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to approve the *Regular Meeting Minutes* held on December 10, 2016, as presented.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

APPROVAL OF BILLS:

Councilman Pierce inquired about the payment for copies under warrant number 35245?

Town Manager Dovel stated the lease allows for a certain number of copies and the machine registered more than the allotted amount. Therefore, the Town was billed for \$11.45 for the additional copies.

There being no further questions, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to approve the bills, dated **January 10, 2017**, in the **Combined Accounts Disbursement Warrants #35205-35264** in the amount of **\$174,940.93**.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Hinkle
Councilman Lowe
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 January 10, 2017.

A *Motion* was made by Councilman Lowe, *seconded* by Councilman Fox, to approve the January 10, 2017 Treasurer's report in the amount of \$1,324,407.60, as read.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

CORRESPONDENCE

Item # 1 – Mayor Lucas and Town Council Members received a memo from the Planning Commission Chairman Lowe recommending the Council appoint Town citizen Arthur Franklin “Todd” Stroupe to fill the vacant Planning Commission position. This is the unexpired term through November 8, 2018. He noted Mr. Stroupe seems well qualified to serve in this position, especially with his background in construction and architectural planning.

There being no questions, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to appoint Arthur Franklin “Todd” Stroupe as a Town Planning Commission Member for a term through November 8, 2018.

Members Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

Item # 2 – Mayor Lucas read the following Resolution to Purchase Real Property:

**RESOLUTION
TO PURCHASE REAL PROPERTY**

THIS RESOLUTION to approve and authorize the purchase of real property owned by Hunter C. and Christie D. Martin, mailing address P. O. Box 154, Elkton, Virginia, 22827 for property located at 200 Virginia Avenue in the Town of Shenandoah, Virginia, identified by tax map number 102A3-(1)-E 1B, having acquired by them by a deed dated November 7, 2006, and recorded in the Clerk's Office of the Circuit Court of Page County, Virginia, as Instrument Number 0060004870 (the "Property"); and

WHEREAS, the Town Council has determined the Property to be needed for public uses and/or public facilities including the continued operation of the local post office, the use of the Property during important Town events and other functions, as well as for safe off-street parking; and

WHEREAS, Hunter C. and Christie D. Martin have agreed to sell the Property to the Town of Shenandoah, Virginia, for the sum of \$11,000.00, plus closing costs; and

WHEREAS, the Town Council is of the opinion that the purchase of the Property is in the public interest and will otherwise advance the Town's public uses and public facilities including its land use goals; therefore,

THE TOWN COUNCIL OF SHENANDOAH HEREBY RESOLVES:

Section 1. That the purchase of the Property described above from Hunter C. and Christie D. Martin for the sum of \$11,000.00, plus closing costs, is hereby approved and authorized.

Section 2. That the Mayor is hereby authorized, on behalf of the Town of Shenandoah, to do all things necessary and desirable to carry out the purchase of the Property described above including, but not limited to, the execution and acceptance of the deed and any other appropriate documents, including this Resolution.

Section 3. That the Town Clerk is hereby authorized to attest to the execution of the deed and other necessary documents executed by the Mayor pursuant to Section 2, and to affix thereon the official seal of the Town of Shenandoah, Virginia, as necessary.

This Resolution was enacted by a vote of _____ of the Town Council on January 10, 2017.

A *Motion* was made by Councilman Pierce, *seconded* by Councilman Lowe, to adopt the Resolution as read to allow for the purchase of the vacant lot adjacent to the Post Office at 200 Virginia Avenue, currently owned by Hunter and Christie Martin.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox

NAY: None.

Councilman Hinkle
Councilman Lowe
Councilman Pierce

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

(Clerk's Note: Councilman Jenkins was absent from the Council meeting due to attending a meeting in Waynesboro on the DuPont settlement, which could involve the Town of Shenandoah's River Park area. Councilman Jenkins forwarded an email for Council to review at this meeting. However, his email with comments was not received until after the Council meeting. For the record, Councilman Jenkin's comments were as follows:

"I know I won't be there to vote, but I wanted to express to the rest of the Council that I oppose this purchase." Councilman Jenkins went on to explain he did not feel on-street parking for the Post Office was an issue and no more of a safety issue than if a private citizens vehicle were to be parked on the street. Also, he felt the perceived parking issue was a moot point, since there does not seem to be a problem. Additionally, he noted if the building on the lot were still standing, a different solution would have to be found and he doubts if off-street parking would have a bearing on whether or not the Post Office remained open in the future. He felt the Town should not be involved with a business' parking issues, and the lot has possible containments from the old structure that sit there previously, which may prevent future development or sale.)

Item # 3 – Computer Center Supervisor/Website Administrator Joyce Fluharty provided the monthly website statistics for December 2016, indicating the Town website had a total of 12,885 page views, with the events calendar being the most popular page viewed. Google was the most popular search engine used to bring people to the Town website www.TownOfShenandoah.com

Item # 4 - Mayor Lucas and Council Members received the December 2016 Police Report for review. They also received the year-end cumulative totals for the Police Department.

Item # 5 - Mayor Lucas and Council Members received the Accomplishments for 2016, which listed projects and events throughout Town during the past year. 2016 saw six (6) new businesses open in Town; several new business initiatives, upgrades or expansions to local parks, the Computer Center held classes, began selling books written and compiled by Joyce Fluharty, and photo ornaments and calendars created by the center using your photos. The full list is available upon request.

Item # 6 - The December 2016 Town Vehicle Gasoline Log was presented for review.

Item # 7 - Mayor Lucas and Council Members received notice of the Introduction to Excel class beginning January 24, 2017, from 4 until 5 p.m. for 5 weeks. The fee for the class is just \$10. Seating is limited and those interested in taking this course should call 540-652-8773 as soon as

possible to sign up.

Item # 8 – The Town received notice of the Farm2Fork Affair, which is an event to join local producers with consumers and is being held on March 6, 2017, from Noon until 4 p.m. at the Mimslyn Inn. Questions may directed to Stephanie Lillard at 540-743-6674 or email slillard@pagecounty.virginia.gov

Item # 9 – Mayor Lucas and Council Members received notice the Mimslyn Inn is planning a dinner on March 5, 2017 with a menu of locally sourced ingredients. The following day on March 6th is the Farm2Fork event detailed above.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Councilman Fox inquired if more fill dirt has been added around a fire hydrant at the intersection of Denver Avenue and Tenth Street?

Assistant Town Manager Roudabush stated a work order was prepared for this to be done.

Town Manager Dovel reported the roof of the sewer plant building is in need of repair and replacement. He stated following a recent inspection by Town employees, it was discovered the roof has been leaking and there are boards that have deteriorated. The shingles are more than 20 years old and in need of replacement as well. They received a price quote from the local company who does this work, Knott's Roofing, and it is \$1,200 to repair the existing, \$4,500 to make the repairs and replace the shingles, and \$8,000 to repair existing boards and replace with metal roofing.

Following a brief discussion, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Lowe, to authorize Knott's Roofing to make the repairs and replace the existing shingles with new shingles in the amount of \$4,500.

Members Roll Call Vote was as follows:

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

NAY: None.

ABSTAIN: Mayor Lucas.

ABSENT: Councilman Jenkins.

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

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilmen Fox, Hinkle and Lowe)

There was nothing to report during this period.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

Chief Davis reported the Police Department is about at the halfway point of raising the funds needed for a new police dog.

Following questions, he noted after all the donations are received, he would be writing thank you letters to the donors.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

Committee Chairman Pierce stated the December 2016 Budget Reports were received for review.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Mayor Lucas stated Councilman Jenkins was attending the meeting in Waynesboro this evening to determine if Shenandoah would be eligible for any of the funding being given out by DuPont for river restoration and environmental projects along the rivers and he would report back to Council at the next meeting.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Councilman Pierce stated he and Councilman Hinkle recently attended a meeting regarding the new development in Elkton. He explained the development is being partnered through the V.A. and NFL for the new treatment facility and it will likely have some impacts on Shenandoah and Page County for the overflow of tourists in the area due to the new development. More information on the development is available at their website: www.blueridgeprojects.com

Councilman Hinkle stated there has been a lot of planning and forethought put into the new development and though it is often hard for people to accept change in their community, there were no real objections brought out at the meeting. He stated with the connections to the V.A. and NFL, there are some questions, but he believes this new development will be good for Elkton and in turn be good for Shenandoah with overflow of visitors.

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 to report during this period.

POLICE REPORT

There was nothing further to report during this period.

UNFINISHED BUSINESS

There was nothing to report during this period.

NEW BUSINESS

Mayor Lucas stated with the recent election and change in Council membership, Council would need to determine the Committee assignments.

Councilman Lowe stated he is willing to fill all of former Councilman Comer's Committee appointments, except he did not want to be Chair of the Parks and Recreation Committee. He noted he would serve this Committee, but just did not want to Chair it at this time.

It was noted Councilman Jenkins probably would not have any objections to being the Chairman of the Parks and Recreation Committee. It was noted if he did object to this Chairman appointment, it could be discussed again at the next meeting.

Councilman Fox stated he currently only serves on the Taxation and Finance Committee and would also like to serve on the Streets and Public Property Committee too.

Councilman Lowe stated he thought they both could serve on this Committee and it would be okay to have four (4) Members rather than the customary three (3) Members.

Following a brief discussion, the Council Committee appointments were as follows:

Water & Sewer: Chairman William Kite, Charles Jenkins and I. Michael Lowe. **Streets & Public Property:** Chairman William Kite, Lynn Fox, David Hinkle, and I. Michael Lowe. **Police, Safety, & Judicial:** Chairman William Kite, David Hinkle, and Charles Jenkins. **Taxation & Finance:** Chairman Richard Pierce, William Kite, and Lynn Fox. **Parks & Recreation:** Chairman Jenkins, I. Michael Lowe, and Richard Pierce. **Industrial, Economic**

Development, & Procurement: Chairman Charles Jenkins, I. Michael Lowe, and Richard Pierce. **Community Service:** Chairman William Kite, Charles Jenkins, and Richard Pierce. **Personnel:** Chairman Richard Pierce, David Hinkle, and Charles Jenkins.

TOWN MANAGER'S REPORT

Council authorized a payment plan over a six-month period for Elizabeth Fields, who approached Council at the last meeting regarding her water bill over \$600. The payment plan includes the requirement for Ms. Fields to pay her regular bill, plus the additional payment in order to keep water service at the residence.

MAYOR'S REPORT

There was nothing further to report during this period.

FOR THE GOOD OF THE TOWN

Mike Uram wished everyone a Happy 2017 and stated he was very pleased with the excellent job the Shenandoah Mayor and Council does for the community.

ADJOURN

There being no further discussion, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Pierce, to adjourn the meeting at 7:47 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Hinkle
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

Juanita Roudabush, MMC