

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
REGULAR MEETING  
FEBRUARY 14, 2017**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, February 14, 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.; Councilmen Lynn Fox; Dave Hinkle; Charles Jenkins; I. Michael Lowe; and Richard Pierce.

**Council Members absent were:** Vice Mayor William Kite.

**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:** Mike Uram and Page County High School Government student.

**Media Representatives:** Chris Slater, **The Page News & Courier.**

**RECEIVING OF VISITORS**

There were no visitors signed up to address Council during this period.

**JANUARY 24, 2017, REGULAR MEETING MINUTES:**

A *Motion* was made by Councilman Jenkins, *seconded* by Councilman Pierce, to approve the *Regular Meeting Minutes* held on January 24, 2017, as presented.

Members Vote was as follows:

<b>YEA:</b> Councilman Fox	<b>NAY:</b> None
Councilman Hinkle	
Councilman Jenkins	
Councilman Lowe	
Councilman Pierce	

**ABSTAIN:** Mayor Lucas.

**ABSENT:** Vice Mayor Kite.

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

**APPROVAL OF BILLS:**

Councilman Fox inquired about warrant number 35308 for a truck fuel tank and why it was purchased from Roanoke rather than somewhere in Harrisonburg?

Town Manager Dovel explained it was a used fuel tank for the Chevrolet diesel truck that hauls the salt spreader. The new tanks were too expensive and a used one was found in Roanoke.

Councilman Fox inquired about warrant number 35331 and asked if this vehicle broke down three (3) different times?

Town Manager Dovel stated no, it was for the same repair and is broken down into three (3) different budget line items.

Councilman Pierce stated the Town does keep a log of the vehicles and repairs completed.

Town Manager Dovel stated yes, and noted the Dodge Dakota with 170,000 miles went in for an inspection and it cost \$815 after they found the axles and shocks needed to be replaced.

Councilman Fox inquired why the Town entrance sign on the south end of Town was a lot higher than the other two (2)?

Town Manager Dovel stated it was because of the Christmas lights and other decorations on the sign and the old truck in this area.

Councilman Fox stated there was no reason they need to shine 24 hours a day and suggested they be put on a timer.

Town Manager Dovel stated the other lights are on timers, but the Beautification Committee wanted this set on all the time. However, he noted if Council desired, he would tell them that sign and truck lights also need to be on a timer too.

Councilman Fox questioned rather the bill for the Villager Newspaper ad was a real benefit? He noted it does not seem like many people read newspapers anymore and stated maybe Massanutten would put the Town's information on their website.

Assistant Town Manager Roudabush explained the ads are placed in the Massanutten Vacationer and Villager and are paid for with the Transient Occupancy Tax (TOT) funds from Page County. The TOT funds are from tourists who pay a lodging tax in the County and the Board of Supervisors allocates a portion of the TOT funds to the Town for marketing and tourism related purposes. The state law allows for the TOT funds to be used for tourism related purposes only. She noted the Town and businesses, who advertise in these newspapers, report they do see tourists from the resort who saw the ad and came to Town because of it. She noted the Town museum has a list of visitors from other countries and all over the United States who saw the ad

and visited Town because of it, so it seems to be working right now. She also noted the Town has tried to network with Massanutten Resort before and they even refused to allow the Memorial Day Festival brochures to be posted on resort property. They want their visitors to come to the resort and never leave it, spending all their money only at the resort. She noted the Massanutten Property Owners Association are much more cooperative and do allow town flyers, etc. on their property, but she would try again with the resort too.

There being no further questions, a *Motion* was made by Councilman Jenkins, *seconded* by Councilman Hinkle, to approve the bills, dated **February 14, 2017**, in the **Combined Accounts Disbursement Warrants #35289-35343** in the amount of **\$132,993.09**.

Members Roll Call Vote was as follows:

**YEA:** Councilman Fox  
Councilman Hinkle  
Councilman Jenkins  
Councilman Lowe  
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 Breeden, for February 14, 2017.

A *Motion* was made by Councilman Pierce, *seconded* by Councilman Fox, to approve the February 14, 2017 Treasurer's report in the amount of \$1,286,697.82, as read.

Members Vote was as follows:

**YEA:** Councilman Fox  
Councilman Hinkle  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Mayor Lucas.

**ABSENT:** Vice Mayor Kite.

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

### **CORRESPONDENCE**

**Item # 1** – Mayor Lucas read the following Resolution:

### **ENABLING RESOLUTION**

BE IT RESOLVED that we, the Elected Council of the Town of Shenandoah, Virginia, do hereby appoint Clinton O. Lucas, Jr., Mayor, as our authorized representative to execute a Lease with the United States Postal Service for the vacant lot located at 200 Virginia Avenue. This Lease shall be deemed binding upon all members of this organization collectively.

Following questions, it was noted the wording for the Resolution came as a form Resolution from the United States Postal Service and is required in order to allow the Town to lease the vacant lot to the Post Office. The Town recently purchased this vacant lot located at 200 Virginia Avenue,

There being no further questions, a *Motion* was made by Councilman Lowe, *seconded* by Councilman Fox, to adopt the Enabling Resolution appointing Mayor Lucas as the authorized representative to sign the lease with the United States Postal Service for the vacant lot at 200 Virginia Avenue.

Members Roll Call Vote was as follows:

<b>YEA:</b> Councilman Fox Councilman Hinkle Councilman Jenkins Councilman Lowe Councilman Pierce	<b>NAY:</b> None
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**ABSTAIN:** Mayor Lucas.

**ABSENT:** Vice Mayor Kite.

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

**Item # 2** – Mayor Lucas and Council Members received the January 2017 Town Vehicle Gasoline Log.

**Item # 3** – Mayor Lucas and Council Members received thank you letters or cards from Page One, the Shenandoah Library, and the Shenandoah Lions Club for the Town's donations to their organizations.

### **COMMITTEE REPORTS**

#### **WATER & SEWER**

(Chairman Kite and Councilmen Jenkins and Lowe)

Councilman Fox requested the Public Works Department check meter lids when they read them to ensure all are secured. He noted the one at Gary Morris' house appears to be loose.

## **STREETS & PUBLIC PROPERTY**

(Chairman Kite and Councilmen Fox, Hinkle and Lowe)

Councilman Fox requested the Public Works Department check the area of Fifth Street and Maryland Avenue to determine when VDOT will repair the hole where the cone is sitting.

## **POLICE, SAFETY, & JUDICIAL**

(Chairman Kite and Councilmen Hinkle and Jenkins)

Chief Davis reported the Police Department was able to secure enough donations to fully fund the purchase of the new police dog. He stated his department expects a few more donations to come in. He explained if more donations come, they will be used to assist in paying for travel and training for the new dog and handler Officer Courtney and anything additional would be used for supplies and equipment needed for the new dog.

Chief Davis pointed out Police Lt. Brandon Morris and the Public Works Department did an excellent job during the recent wind storm. He noted many branches and trees fell and had to be removed.

## **TAXATION & FINANCE**

(Chairman Pierce and Councilmen Fox and Kite)

Committee Chairman Pierce stated the January 2017 Town Budget Reports were received for review

## **PARKS & RECREATION**

(Chairman Jenkins and Councilmen Lowe and Pierce)

Committee Chairman Jenkins reported the following Parks and Recreation News: **Big Gem Park** - Local contractors and supply companies will be contacted to determine if they will donate supplies or labor to help construct the restroom building needed at this park. **Veterans Park** - It was noted future plans include an information kiosk with a list of the names and a plaque to recognize the previous donors to the park. **River Park** - The Town and several citizens forwarded comments and suggestions for the use of some of the Dupont waterway restoration funds that could be used here in Town at the River Park. There has been no response to these suggestions yet though.

Committee Chairman Jenkins noted if anyone notices the riverbank eroding in large areas, they should inform the Town to have the repairs done quickly.

## **INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT**

(Chairman Jenkins and Councilmen Lowe and Pierce)

Committee Chairman Jenkins reported the following Economic Development News: The 20th

anniversary ribbon cutting was held at Mamma Mia Italian Restaurant on Thursday, February 9th and everyone was very pleased with the large turnout for this event. Visit them today at 701 S. Third Street, Shenandoah, VA 22849. Local Florists reported floral sales are up this year and they appreciated everyone's business.

### **COMMUNITY SERVICE**

(Chairman Kite and Councilmen Jenkins and Pierce)

Following a brief discussion, a *Motion* was made by Councilman Pierce, *seconded* by Councilman Jenkins, to authorize a Community Enhancement Award for the house located at the intersection of Seventh Street and Pennsylvania Avenue for all the remodeling work.

Members Vote was as follows:

<b>YEA:</b> Councilman Fox Councilman Hinkle Councilman Jenkins Councilman Lowe Councilman Pierce	<b>NAY:</b> None
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**ABSTAIN:** Mayor Lucas.

**ABSENT:** Vice Mayor Kite.

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

Council noted there are several other properties that may qualify for the award, but they will inquire with Vice Mayor Kite to determine if they have the renovations completed yet.

### **PERSONNEL**

(Chairman Pierce and Councilmen Hinkle and Jenkins)

Committee Chairman Pierce stated a Personnel Committee meeting is needed to discuss some future personnel changes and he set the date and time for February 17, 2017, at 10 a.m. at Town Hall.

### **POLICE REPORT**

There was nothing further to report during this period.

### **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**

There was nothing further to report during this period.

**FOR THE GOOD OF THE TOWN**

Mike Uram commended the Mayor and Council on the great job during inclement weather and wind storms recently. He noted the Mayor and Council are doing a great professional job for their community.

Councilman Fox stated his business will celebrate it's 35th Anniversary in 2018. A date and time for the Anniversary Ribbon Cutting will be set by April of 2018.

**ADJOURN**

There being no further discussion, a *Motion* was made by Councilman Pierce, *seconded* by Councilman Jenkins, to adjourn the meeting at 7:40 p.m.

Members Vote was as follows:

**YEA:** Councilman Fox  
Councilman Hinkle  
Councilman Jenkins  
Councilman Lowe  
Councilman Pierce

**NAY:** None

**ABSTAIN:** Mayor Lucas.

**ABSENT:** Vice Mayor Kite.

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

APPROVED:

ATTESTED:

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Clinton O. Lucas, Jr., Mayor

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Juanita Roudabush, MMC