

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
MARCH 28, 2017**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, March 28, 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: Juanita F. Roudabush, Assistant Town Manager/MMC; and Paul Davis, Chief of Police.

Citizens present were: Mike Uram; Sue Kite; Mary Sprowls; and Page County High School students Harleigh Dean; and Ashley Good.

Media Representatives: None.

RECEIVING OF VISITORS

Mayor Lucas presented the April 2017 Community Enhancement Award to Riverbank Apartments, which is owned by Brian and Sarah Wilfong. They recently purchased and completely remodeled the apartment building, formerly known as Columns Apartments, located at 620 Maryland Avenue. The apartment building was completely remodeled on the exterior and interior and has new landscaping too. The Wilfong's were not able to obtain their award in person and will pick it up in the office at a later time. Mayor Lucas and Council Members stated their thanks for the Wilfong's investment in our community and noted the improvements have made great enhancements to the neighborhood.

Mayor Lucas then presented a Resolution in Recognition of the 101st birthday of Shenandoah Resident Mary Sprowls. Mayor Lucas read the resolution, which was adopted at the March 14th Council meeting, and presented the framed resolution and a plaque to Mrs. Sprowls.

Mrs. Sprowls accepted the awards and noted her sincere appreciation to the Mayor and Council Members for this recognition. She noted she is enjoying her time as a new resident of the Town of Shenandoah, Virginia.

MARCH 14, 2017, REGULAR MEETING MINUTES:

Councilman Pierce stated the minutes need one correction to reflect that he had abstained from

the vote, on page 9 of the March 14, 2017, minutes for the water and sewer connections of Mr. Shifflett. He noted he had sold the lots to Mr. Shifflett and felt the need to abstain from the water and sewer connection approvals.

A **Motion** was made by Councilman Jenkins, **seconded** by Councilman Fox, to approve the **Regular Meeting Minutes** held on March 14, 2017, as corrected.

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.**

APPROVAL OF BILLS:

Councilman Lowe inquired about the warrant for the election expense.

Assistant Town Manager Roudabush explained it was for the election held in November, but they were just late getting us the invoice.

Councilman Pierce inquired about the destitute funds for the stay at Lydia Mountain Motel recently?

Chief Davis explained this was for an additional person. He noted these funds, which are donated to the Town to use for destitute people needing a overnight lodging, helps the officers with public relations, as well.

There being no further questions, a **Motion** was made by Councilman Jenkins, **seconded** by Councilman Lowe, to approve the bills, dated **March 28, 2017**, in the **Combined Accounts Disbursement Warrants #35412-35456** in the amount of **\$95,699.62**.

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 March 28, 2017.

A *Motion* was made by Councilman Fox, *seconded* by Councilman Pierce, to approve the March 28, 2017 Treasurer's report in the amount of \$1,249,413.67, 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 a memorandum from Treasurer Breeden requesting permission to transfer funds from the Capital Improvement Checking Accounts into the General and Utility Funds to purchase a never titled 2016 Ford Pickup Truck from Marlow Ford in Luray in the amount of \$27,000, for the sewer plant employees use; purchase a 2016 Dodge Charger on the State contract in the amount of \$27,000, including accessories, for the police department employees use; and payoff the 2016 Ford Truck loan at Blue Ridge Bank for approximately \$13,000.

Councilman Pierce stated the Town would have to hold off on paying off the 2016 truck loan until closer to June when there would be enough funds in the account for this purpose.

Councilman Fox stated he did not object to the new police car or paying off the existing loan, but he did not feel the sewer plant needed a brand new truck. He felt the Town should conduct some more research to determine what types of used vehicles are available, as he felt we could get a better deal buying used from a nearby dealer or off of Craigslist.

Mayor Lucas stated the Town employees have a good history of taking care of vehicles and have made the existing vehicle last 17 years now. He felt the new truck would probably last 20 years or so and would be a good financial decision to purchase new with the warranty.

Councilman Pierce stated he agreed the purchase of a new truck seemed to be the best decision because it would come with a warranty too.

Councilman Fox also stated he felt more research is needed and also suggested the Town consider a 3/4 ton to allow for the sewer plant truck to assist with plowing snow too.

Councilman Jenkins stated he did research the used trucks some, but found most are 2014 or older and still cost in the mid \$20's.

Councilman Lowe stated he was not opposed to more research, but felt the new truck did seem to be a good deal for even a half ton untitled new truck.

Chief Davis explained the new police car may not cost the whole \$27,000, but he asked for that amount just in case more costs are involved with the accessories needed for this new police car.

Mayor Lucas stated the Town would conduct more research on the truck for the sewer plant to determine if there are any better deals available before purchasing the new truck.

Councilman Jenkins stated the Council could go ahead and approve all items in Treasurer Breeden's request and if a truck is needed immediately or the new untitled one is about to be sold, then the Town could go ahead and purchase it.

Following the discussions, a **Motion** was made by Councilman Lowe, **seconded** by Councilman Pierce, to authorize transferring funds from the Capital Improvement Checking Accounts into the General and Utility Funds to purchase a new 2016 Ford Pickup Truck from Marlow Ford in Luray in the amount of \$27,000, for the sewer plant employees use, if no better deal can be found; purchase a new 2016 Dodge Charger on the State contract in the amount of \$27,000, including accessories, for the police department employees use; and payoff the 2016 Ford Truck loan at Blue Ridge Bank for approximately \$13,000 when funds are available.

Members Roll Call Vote was as follows:

YEA: Councilman Fox	NAY: None
Councilman Hinkle	
Councilman Jenkins	
Councilman Lowe	
Councilman Pierce	

ABSTAIN: Mayor Lucas.

ABSENT: Vice Mayor Kite.

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

Item # 2 – Mayor Lucas read a memorandum from Assistant Town Manager Roudabush

regarding repairs to the rotor gearbox at the sewer plant. The estimated cost of repairs, excluding the crane rental, is \$19,600, but there is \$22,288.13 in the Capital Outlay portion of the budget for the repair expenses.

Councilman Fox stated unexpected repairs like this are the reason he would like for the Town to save as much money as possible on the purchase of the new sewer plant truck.

A **Motion** was made by Councilman Pierce, **seconded** by Councilman Jenkins, authorize up to \$22,288.13, to Veolia for the repairs needed at the sewer plant.

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.**

Item # 3 – Mayor Lucas read the funding request from the Caverns Shrine Club of Luray who is holding a vocal music competition named Voices for the Children, where all proceeds will go to the Shriner's Hospitals for Children. Donation levels between \$2,000 or more to \$100 are being accepted for this cause.

Councilman Pierce stated he would abstain from voting on this donation because he is a Shriner Club Member too.

A **Motion** was made by Councilman Lowe, **seconded** by Councilman Fox, authorize a donation in the amount of \$100 to the Caverns Shrine Club for the Voices for the Children fundraising event for the Shriner's Hospitals for Children.

Members Vote was as follows:

YEA: Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Lowe

NAY: None

ABSTAIN: Mayor Lucas and Councilman Pierce.

ABSENT: Vice Mayor Kite.

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

Item # 4 – Mayor Lucas and Council Members received a thank you card from Girl Scout Troop 333 for the Town's donation to their organization.

Item # 5 – Mayor Lucas and Council Members received a thank you note from Knott's Roofing for the Town choosing them to install a new roof on the sewer plant building

Item # 6 – Received a flyer for the Free Page County Movie Nights being held throughout the County this summer. **Saturday, June 24th** is when the **Secret Life of Pets** will be shown on the large outdoor screen at the **Ballpark in Shenandoah. Gates open at 7 p.m. and the movie begins at 9 p.m. Free admission, free popcorn and drink for everyone attending. Dory** will be shown on **Saturday, July 22nd at the Ralph H. Dean Rec Park in Luray** and **Moana** will play on **Saturday, August 12th at the Hawksbill Recreation Park in Stanley.** The event is free of charge thanks to many generous sponsors: Page Alliance for Community Action; Page County Sheriff's Dept.; Page County Public Schools; Page Memorial Hospital; Northwestern Community Services; Luray-Page County Chamber of Commerce; County of Page; Towns of Shenandoah, Stanley, and Luray.

Item # 7 – Received a copy of the Shenandoah Volunteer Fire Company's Newsletter listing all their events planned for this year. Their new tanker truck is set to arrive soon and cost \$425,000. As always, these volunteers need your help with Fundraisers, which include: Bingo is held every Tuesday at the Community Center with doors opening at 4:30 p.m. until 11 p.m.; Easter Breakfast is planned on Sunday, April 16th from 6 a.m. until 11 a.m.; Easter Portraits are planned; Carnival in Town May 25-27 with kiddie rides, great food, and great musical entertainment planned - cakes are needed for the cake wheel; August 5th is the Sixth Annual Shenandoah Fire/Rescue Poker Run; see them at the Page County Fair food booth and again in October at the Page County Heritage Festival. Donations and volunteers are needed. Please stop by the fire hall or call 540-652-8888 to learn more.

Item # 8 - Received flyer for Cruise-in at Cooter's of Luray, which is hosted by Hot Rod Cruisers of Front Royal. The events begin in April through October, the 3rd Saturday of each month from 4 p.m. until 8 p.m. More information is available at 540-622-4497, 4768 US Hwy 211 West, Luray, Virginia.

Item # 9 – Mayor Lucas and Council Members received a plaque of appreciation from the Page Youth Football League for the Town's donation to their organization. The league also gave the Town plaques of photos from the championship teams for football and cheerleading for 2016.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Heard the street will be saw cut on Second Street when the sewer lines are installed for the new

homes being constructed there.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilmen Fox, Hinkle and Lowe)

Councilman Pierce stated he had received more complaints regarding the lot on Third Street where the house burned several years ago. It still needs to be cleaned up.

Assistant Town Manager Roudabush stated the owner has the lots for sale and it is hoped the adjacent property owner will purchase this industrially zoned lot and finish the cleanup work needed here, but she can write the property owner another letter.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

Chief Davis reported the Ruritans of Newport raised \$240 thus far for the Shenandoah Police Canine Unit. They also plan to conduct other fundraisers for the canine and for the Destitute Fund, which officers use to assist those in dire need for temporary lodging.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

There was nothing to report during this period.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Committee Chairman Charlie Jenkins reported the following Parks and Recreation News: Still getting quotes on resealing the pavement at the River Park Walking Trail; JMU Crew Club conducted a small river clean up and picked up 120 lbs. of litter; JMU Crew Club held a mock regatta at the Shenandoah River Park and Landing on Saturday, March 25th. This event was well attended by students, parents, and town citizens too.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

There was nothing to report during this period.

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)

Committee Chairman Pierce reported the deadline to submit applications for the Town Clerk position is Friday, March 31st at 5 p.m.

The Town Personnel Committee then set a meeting for Friday, April 7th at 3:30 p.m. to review applications received for the position. Following a review of the applications, they will set interviews. It is hoped the position can be filled by May 1st.

POLICE REPORT

There was nothing further to report during this period.

UNFINISHED BUSINESS

There was nothing to report during this period.

NEW BUSINESS

Councilman Pierce stated Christ United Methodist and Fields United Methodist Churches will hold a Community Easter Egg Hunt on Saturday, April 15th at Noon at Big Gem Park. This event is free and open to the public. They suggest you bring your own basket for gathering eggs. They had about 200 people participate in this event last year where refreshments will be served too.

TOWN MANAGER'S REPORT

Assistant Town Manager Roudabush requested permission to bid out three (3) surplus vehicles and to scrap one other piece of equipment. She noted the 1987 Dodge Pickup Truck; the 1990 Chevy Pickup Truck; and the 1987 GMC Dump Truck are no longer good enough to use and should be bid out. The old street sweeper should be sold for scrap metal as it can't even be run now. There will be a tow bill to haul it to the scrap yard, but the Town should still make a small profit. This old street sweeper was given to the Town, but is no longer operable without costly repairs.

Following a brief discussion, a *Motion* was made by Councilman Lowe, *seconded* by Councilman Jenkins, authorize advertising the 1987 Dodge Pickup Truck; 1990 Chevy Pickup Truck; 1987 GMC Dump Truck (parts only) for sealed bids; and selling the old street sweeper for scrap.

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.**

MAYOR'S REPORT

There was nothing further to report during this period.

FOR THE GOOD OF THE TOWN

Mike Uram invited everyone to the groundbreaking ceremony on April 8th at 11 a.m. at Stanley's Ed Good Memorial Park for the Blue Ridge Heritage Project.

ADJOURN

There being no further discussion, a *Motion* was made by Councilman Lowe, *seconded* by Councilman Hinkle, to adjourn the meeting at 8:04 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:

Clinton O. Lucas, Jr., Mayor

Juanita Roudabush, MMC