

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
July 11, 2017**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, July 11, 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; Charles Jenkins; I. Michael Lowe; and Richard Pierce.

Council Members absent were: There were no Council Members absent during this meeting.

Other Town Officials present were: Juanita F. Roudabush, Town Manager/MMC; Paul Davis, Chief of Police; and Sarah Dean, Town Clerk.

Citizens present were: Mike Uram, Lonnie Comer, Kathy Comer, Ed Reid, and Karen Eppard

Media Representatives: There were no Media Representatives present during this meeting.

RECEIVING OF VISITORS

Item # 1 – Mayor Lucas presented the July 2017 Community Enhancement Award to Lonnie Comer, Kathy Comer, Ed Reid, and Karen Eppard from the Shenandoah Baptist Church for their work on the church and parsonage at 428 and 428A Fourth Street. The Mayor thanked them for making improvements to the church and parsonage, and for investing in the Town.

June 27, 2017, REGULAR MEETING MINUTES:

A *Motion* was made by Councilman Lowe, *seconded* by Councilman Jenkins, to approve the *Regular Meeting Minutes* held on June 27, 2017, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Lowe
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 Pierce, to approve the bills, dated **July 11, 2017**, in the **Combined Accounts Disbursement Warrants #35701-35755** in the amount of **\$175,217.98**.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Hinkle
Councilman Jenkins
Councilman Lowe
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 11, 2017.

A *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to approve the July 11, 2017 Treasurer's report in the amount of \$1,372,304.71, as read.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Lucas
ABSENT: None
VOTE: **Unanimous in favor of motion.**

CORRESPONDENCE

Item # 1 – Mayor Lucas and Council Members reviewed the June 2017 Town Vehicle Gas Log.

Item # 2 – Mayor Lucas and Council Members reviewed the June 2017 Police Department Activity Log.

Item # 3 – Mayor Lucas and Council Members reviewed the June 2017 Police Vehicle Log.

Item # 4 – Mayor Lucas and Council Members reviewed the Computer Center Fiscal Year 2016-2017 Report. The Computer Center provided services for 2,048 customers, printed and bound 156 books, printed 500 flyers, 100 custom business cards, 2,542 photos, 6 custom-made calendars, made 40 specialty Christmas ornaments, made 800 copies, sent 362 faxes, printed greeting cards, and sold 25 copies of Shenandoah Iron Works 1836-1866. There were 1,219 customers utilizing the Computer Center for internet access.

Item # 5 – Mayor Lucas and Council Members received information on a Painting with Penny event to benefit the Shenandoah Heritage Center's Caboose Project. The event will be held on July 22nd, 2017 from 3-5:30 P.M., with refreshments provided. \$35 must be paid in advance to secure your spot, as seating is limited for this event.

Item # 6 – Mayor Lucas and Council Members received information on the 2nd Annual Poker Run & Fundraiser on Saturday, July 29th, 2017 to benefit the Grace House. Registration will begin at 9:00 A.M. with Kickstands Up at 11:00 A.M. The event will be held at the Shenandoah Speedway, with a cost of \$20.00 per hand and \$15.00 per additional hand.

Item # 7 – Mayor Lucas read a thank you letter from the Page Free Clinic regarding the Town's recent donation. The clinic currently serves approximately 800 patients a year but is only open three hours a week, providing valuable but limited services. With sustainable funding and increased volunteer assistance, they hope to expand their opening hours and services.

Item # 8 – Mayor Lucas and Council Members received an invitation to a Business Networking Breakfast held at the Moonshadows Restaurant on July 13, 2017 from 7:30-9:00 a.m. The meeting is for courtesy members, such as local government officials, educational institutions, and police, fire, and rescue personnel, and patrons.

Item # 9 – Mayor Lucas and Council Members received information about Skate Day at the Stanley Skate Park on August 5, 2017 at 10 a.m. The event is free to all ages and there are chances to win prizes. For more information contact Tony Painter at 540-743-1180.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Chairman Kite read a request to approve water and sewer connections for Matthew Yoder/Klass Homes on Lot 32 in the Forest Knolls Subdivision.

A ***Motion*** was made by Chairman Kite, ***seconded*** by Councilman Pierce, to approve the water and sewer connections on Lot 32 in the Forest Knolls Subdivision.

Members Vote was as follows:

YEA: Vice Mayor Kite	NAY: None
Councilman Fox	
Councilman Hinkle	
Councilman Jenkins	
Councilman Lowe	
Councilman Pierce	

ABSTAIN: Mayor Lucas

ABSENT: None

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

Chairman Kite stated the Public Works employees have been very busy fixing water leaks in the Town.

Councilman Fox inquired about how many employees are needed on site at a water leak.

Town Manager Roudabush explained at least four employees are needed on site, and extra employees are needed for more complicated leaks.

Chairman Kite further explained if the employees are cutting lines or trying to seal lines with a lot of pressure, etc., more workers are needed.

Councilman Jenkins inquired about the water leak on Junior Avenue.

Town Manager Roudabush explained the leak was unexpected and caused by damage done to the culvert by the Virginia Department of Transportation.

STREETS & PUBLIC PROPERTY

(Chairman Kite and Councilmen Fox, Hinkle and Lowe)

Councilman Lowe inquired about the asphalt patching done on Route 340.

Town Manager Roudabush stated the Virginia Department of Transportation will be working on the repaving of patches on 340, as well as cleaning out ditches like they have done on Quincy Avenue.

Chairman Kite inquired about the paving of patches on Second Street.

Town Manager Roudabush explained the paving of Second and Eleventh Street will be completed by Hensil Good Paving, Inc. as approved at the Council Meeting on June 27, 2017.

Councilman Fox inquired about the Virginia Department of Transportation trimming trees along Maryland Avenue and Tenth Street, as they are causing dangerous situations for drivers who cannot see past the trees.

Town Manager Roudabush noted she has spoken with VDOT concerning this issue and they will be trimming those trees soon.

Councilman Fox stated his appreciation for the effort the Shenandoah Vision Team has put into their meetings and stated he looks forward to what great things will come from the meetings. He also stated the mission of the Vision Team is to make improvements in Shenandoah and he believes one way the Town could help is to keep the streets and public areas clean.

Councilman Jenkins noted the Public Works Department does a great job of keeping trash cleaned up throughout Town.

Councilman Fox agreed the Public Works employees are doing a great job with trash clean up, but stated his main concern is the maintenance of the parks. He noted the grass on the bank at Big Gem Park has gotten tall and will need to be taken care of.

Councilman Pierce noted there are also saw horses left sitting out at a home on Eighth Street, where the Town had been working, that need to be removed.

After a brief discussion, it was agreed these concerns will be passed along to the Public Works Department and they will take care of the issues promptly.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

Police Chief Davis presented a letter of appreciation from the Page County Sheriff's Department for the assistance of a Town Police Officer and his canine "Allen" in a recent traffic stop. Chief Davis stated "Allen" has been doing a great job utilizing his training to help the Town and surrounding areas.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

Chairman Pierce noted the Town did a great job on the budgets for Fiscal Year 2017.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Councilman Pierce inquired about a handicap bar being installed in the new restroom at the Big Gem Park, to make it more accessible.

Chairman Jenkins noted the handicap bar was in the original plan and should already be inside of the restroom, but he will confirm it was installed.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated Mattie's Soft Serve is doing well and staying busy in Town.

Mayor Lucas noted the Town had a ribbon cutting ceremony for Mattie's Soft Serve on July 7, 2017 to welcome them to Shenandoah.

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 to report during this period.

UNFINISHED BUSINESS

Councilman Pierce requested an update on information about the placement of business advertisement signs and directional signs to be placed on the streets.

Town Manager Roudabush explained she has contacted the Virginia Department of Transportation and is waiting for a reply concerning the signage in Town.

NEW BUSINESS

There was nothing to report during this period.

TOWN MANAGER'S REPORT

Town Manager Roudabush informed the Council the Town's Sewer Department did well and received no negative marks on their audit. She also explained she and Treasurer Breeden met with a representative from Rural Utility Services and they are currently waiting to receive a report concerning updated utility billing amounts.

MAYOR'S REPORT

Mayor Lucas invited the Council to Evangelical United Methodist Church's Festival of Freedom to honor Veterans on July 16, 2017.

FOR THE GOOD OF THE TOWN

Mike Uram expressed his appreciation for the Mayor and Council's work in Shenandoah. He also thanked the Mayor and members of the Council for attending Stanley's Homecoming event. Mr. Uram reminded the Council of the upcoming outdoor Movie Night at the Ralph Dean Park in Luray. He noted the Movie playing will be Finding Dory and will include a resource fair from 7-9 p.m. with free popcorn and a drink to all who attend.

ADJOURN

There being no further discussion, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Jenkins, to adjourn the meeting at 7:39 p.m.

Members Vote was as follows

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

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

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

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Sarah Dean, Clerk