

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
September 26, 2017**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, September 26, 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; Sarah Dean, Town Clerk; and Lieutenant Brandon Morris.

Citizens present were: Mike Uram, Matthew Queen, Russell Comer, Jr., Justin Hayman, Dan Hayman, and Judy Robertson.

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

RECEIVING OF VISITORS

Russell Comer, Jr. addressed Mayor Lucas and Council Members with his ideas regarding building a Railroad Museum in Town. He explained the museum would be a great tourist attraction for people visiting at the Massanutten Resort and would bring more revenue to the Town.

After a brief discussion, it was agreed the Museum would be beneficial to the Town and with the Council's support; Russ will contact the Shenandoah Heritage Association about the possibility of partnering with them for the construction of a museum.

September 12, 2017, REGULAR MEETING MINUTES:

A *Motion* was made by Councilman Jenkins, *seconded* by Councilman Lowe, to approve the *Regular Meeting Minutes* held on September 12, 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 **September 26, 2017**, in the **Combined Accounts Disbursement Warrants #35883-35956** in the amount of **\$142,155.65**.

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 September 26, 2017.

A *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to approve the September 26, 2017 Treasurer's report in the amount of \$1,270,862.67, 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 received information about the Family Tradition Disaster Relief Team coordinating efforts to bring much needed supplies to Florida. Donations will be accepted starting Saturday at the Stanley Food Lion from 9:00 am to 6:00 pm, then starting Tuesday at the Luray Wal-Mart until Friday evening at 6:00 pm.

Item # 2 – Mayor Lucas and Council Members heard Page County Public Schools will be participating in the Feed VA Day of Action on September 29, 2017. Schools will provide breakfast to ALL students at no cost that morning (free breakfast is limited to a full meal – partial meals or extras will be charged at the regular price.) Adult breakfast on that day will be \$2.50 (full meals only – extras or a la carte will be charged at the regular price.)

Item # 3 – Mayor Lucas and Council Members received a flyer informing them of a Chinese Auction, Vehicle Show, and Craft Show to be held from 12 pm to 5 pm at the Ed Good Memorial Park in Stanley on September 30, 2017.

Item # 4 – Mayor Lucas and Council Members learned Lexi Rucker will be participating in the CureSearch Super Heroes Unite UVA/Charlottesville event. Her walk team is named For the Love of Lexi and the event will be held on Saturday, October 14, 2017. It was explained if you would like to donate to Lexi’s CureSearch walk team you can send a check made out to CureSearch and in the memo line write “UVA/For the Love of Lexi” and mail to: Lexi Rucker, 119 N. Third Street, Shenandoah, VA 22849.

After a brief discussion, a **Motion** was made by Councilman Lowe, **seconded** by Councilman Jenkins, to authorize a donation of \$100 from the Town to Lexi Rucker’s CureSearch Team.

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.**

Item #5 – Mayor Lucas and Council Members received a thank you letter from the Shenandoah Valley Soil & Water Conservation District regarding the Town’s financial contribution of \$375 to support the District’s programs and services for the 2017-2018 Fiscal Year.

Item # 6 – Mayor Lucas and Council Members received a thank you letter from the Town of Elkton for Mayor Lucas’ attendance at the Memorial Ceremony at Stonewall Park on September 11, 2017.

Item # 7 – Mayor Lucas and Council Members reviewed the August 2017 Vehicle Gas Log.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Chairman Kite gave his opinion on the feasibility of the sewer project James Shifflett requested at the last Council Meeting on September 12, 2017. He stated he believes there will be no need for a pump station to create a flow for the installations and the use of a manhole in that area could help to provide sewer to the undeveloped area of Wahnona Avenue.

Councilman Jenkins inquired about the lack of elevation of the area where the sewer lines would be installed.

Chairman Kite suggested the elevation be built up to create a better flow and attempt to prevent the cracking of the foundation on homes built in the area.

Mayor Lucas stated he believes if gravity flow is not available, then the project should not progress due to the maintenance required with a pump station.

Chairman Kite suggested elevation checks be done to look at the gravity flow options and agreed a pump station should not be installed.

Councilman Pierce inquired about whether or not James plans to combine any of the lots to create a larger building area.

Chairman Kite stated he is unsure of James’ plans for the lots, but the Council can look further into that inquiry.

Councilman Fox suggested the engineering study be held off until more details about the installation are obtained.

After a brief discussion, it was decided the Council will schedule an on-site meeting with James Shifflett in order to get a better understanding of the exact plan for this project and to see which studies will need to be completed.

Councilman Jenkins informed Mayor Lucas and Council Members of the complications of a water line repair completed on Fourth Street. The complications were due to a large amount of aging line which developed several holes during the repair.

Mayor Lucas noted many of the water lines in Town were installed at the same time as this aged line, and noted each of them may need to be replaced in the upcoming years.

Councilman Fox suggested when the water lines are replaced, the Town use various alleys throughout Town to reroute the lines and avoid running them under the main streets as much as possible.

Councilman Lowe inquired about what the water line repaired on Fourth Street was made of.

Town Manager Roudabush explained the line on Fourth Street was made from steel and had eroded over the years, causing the line to bust under pressure.

Mayor Lucas reminded Council Members to immediately report any water leaks seen in Town in order to get them repaired as soon as possible.

Town Manager Roudabush informed Mayor Lucas and Council Members a main water line at Big Gem Park has become exposed and is in immediate need of covering.

After a brief discussion, a ***Motion*** was made by Councilman Fox, ***seconded*** by Vice Mayor Kite, to authorize up to \$1600 to rent equipment for the Public Works employees to cover the exposed water line.

Members Roll Call 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.**

STREETS AND PUBLIC PROPERTY

(Chairman Kite, Councilmen Fox, Hinkle, and Lowe)

Councilman Pierce inquired about when the replacement of a sidewalk on Virginia Avenue will take place.

Town Manager Roudabush noted the sidewalk replacement has been pushed back due to the importance of covering the exposed water line at Big Gem Park.

Councilman Jenkins stated the Virginia Department of Transportation is doing a great job with the paving that was requested by the Town in August, and inquired about an updated schedule for the paving repair on Route 340.

Town Manager Roudabush stated she is unsure of the schedule at this time, but she will notify everyone once a date has been set.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

There was nothing to report during this period.

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)

Chairman Jenkins reported the walkway at Big Gem Park has been acid washed and sealed with the help of inmate trustees.

Councilman Fox inquired about an update on the restroom vandalism at the Parks in Town.

Chairman Jenkins stated there have been no other forms of vandalism in the restrooms recently.

Councilman Fox inquired about the repair of the fountain at Big Gem Park.

Town Manager Roudabush explained the fountain has not yet been repaired due to the amount of water leaks and other repairs needed in Town.

Mayor Lucas expressed his appreciation to the Shenandoah Beautification Committee for doing a great job decorating in Town; however, he reported there have been cases of vandalism to their decorations as well.

Town Manager Roudabush noted there is a suspect for the vandalism of these decorations, but no further information has been provided.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Mayor Lucas informed Council Members the Family Dollar is looking to potentially build a new, larger store in Town and he will keep the Council updated on any information he hears regarding this new store.

Chairman Jenkins noted he believes it would be beneficial to the Town and the Family Dollar for a larger store to be built in Shenandoah.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

Vice Mayor Kite inquired about changing the requirements of recipients for the Community Enhancement Awards and suggested extending the award to members of the surrounding community, rather than only residents inside of Town limits.

After a brief discussion, Mayor Lucas and Council Members agreed Community Enhancement Awards may be given to community members outside of Town, based on each individual case.

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 Jenkins inquired about an update to the Town Code regarding wood burning furnaces.

Town Manager Roudabush noted it has been advised the Town contacts Municipal Code before contacting the Town Attorney regarding the update of the Code, due to the large amount of fees involved.

Councilman Jenkins reminded the Council and present citizens of the grandfather clause which would exclude any existing furnace from meeting all expectations listed in the Town Code.

Judy Robertson inquired about the requirements for removing the existing wood burning furnace if the home is sold.

Councilman Jenkins stated he is unsure of the procedure for purchasing a home with grandfathered specifications, and this would need to be further looked into.

Judy Robertson suggested using the Town newsletter or other forms of communication to let citizens know of the updates being made to the Code.

Mayor Lucas noted it would be great to hear any other concerns from citizens on this matter and other code updates and suggested anyone interested in addressing the Council at the meetings contact the Town Clerk to be placed on the meeting agenda.

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

There was nothing to report during this period.

FOR THE GOOD OF THE TOWN

Mike Uram expressed his appreciation to Mayor Lucas and Council Members for their attendance at the dedication ceremony for the Page Chimney Monument at the Ed Good Memorial Park.

Matthew Queen addressed Mayor Lucas and Council Members to request their opinions regarding the placement of an archery range at the Big Gem Park. After a brief discussion, the council agreed it was a great idea, but they would need to look further into the regulations for the range. Matt also commended the Town on how informative the Town's website is. He noted he would like to see it be more interactive, and suggested there be numbered markers at historical locations throughout Town to allow tourists to locate the places mentioned on the website.

Mayor Lucas expressed his appreciation to Matthew Queen for the items he has on loan to the Town Hall, including a cabinet, several model trains, and railroad photos.

Vice Mayor Kite informed Mayor Lucas and Council members of his attendance at the Page Valley Artisan Trail Inaugural Celebration on September 20, 2017. He noted it is a great way to bring tourists into the area and explained how there was a large emphasis on getting the Towns more involved through festivals and other events.

Councilman Jenkins noted it would be nice for the Town to have more than one festival per year to bring more people into Shenandoah.

ADJOURN

There being no further discussion, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Jenkins, to adjourn the meeting at 8:22 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