

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

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, October 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: Charles Jenkins.

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

Citizens present were: Mike Uram, Matthew Queen, and Brenda Stuart.

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

RECEIVING OF VISITORS

There were no visitors present during this meeting.

September 26, 2017, REGULAR MEETING MINUTES:

A *Motion* was made by Councilman Pierce, *seconded* by Councilman Fox, to approve the *Regular Meeting Minutes* held on September 26, 2017, as presented.

Members Vote was as follows:

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

ABSTAIN: Mayor Lucas

ABSENT: Councilman Jenkins

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

APPROVAL OF BILLS:

Councilman Fox inquired about warrant #35987.

Police Chief Davis explained warrant #35987 was for replacement lights in a light bar for a Town-owned utility truck.

There being no further questions, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to approve the bills, dated **October 10, 2017**, in the **Combined Accounts Disbursement Warrants #35957-35988** in the amount of **\$80,779.55**

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 October 10, 2017.

A *Motion* was made by Councilman Lowe, *seconded* by Councilman Fox, to approve the October 10, 2017 Treasurer's report in the amount of \$1,256,326.07, 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 Council Members reviewed the September 2017 Vehicle Gas Log.

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

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

Item # 4 – Mayor Lucas and Council Members reviewed the September 2017 Website Statistics. The total page views came to 19,228 with 11,088 Unique Visitors. The most popular referring site was Google with 934 uses.

Item #5 – Mayor Lucas and Council Members received information on Domestic Violence Awareness Month. October is Domestic Violence Awareness Month; show your support by picking up a free purple ribbon pin at the Shenandoah Town Office, Luray-Page Chamber of Commerce, Page Public Library, Luray Town Office, and Stanley Town Office. These free ribbons are courtesy of Choices, Council on Domestic Violence for Page County. Choices offers victims of domestic and sexual violence free and confidential services. For more information on Choices, visit their website at www.choicesofpagecounty.org.

Item # 6 – Mayor Lucas and Council Members received information on the 3rd Annual Fall Senior TRIAD Conference. The Conference will be held at Christ United Methodist Church in Shenandoah on Thursday, October 26, 2017 with registration at 8 am and the program from 9 am – 1 pm. Panel discussions will include: Five Wishes, Wills, Advance Directives, & DNR. Other topics of discussion will be Smart 911, Scams, and a Crime Update with Sergeant Steve Owens. For more information, contact Sergeant Steve Owens at (540) 743-6571.

Item # 7 – Mayor Lucas and Council Members received a quote of \$2,223.36 from Fidelity Engineering Corporation for the repair of the Town’s generator at the 12th Street Well Station. The quote explained the ATS Impact 1500 Controller and the enclosure door hinge will need to be replaced.

A **Motion** was made by Councilman Lowe, **seconded** by Vice Mayor Kite, to authorize payment of up to \$2,223.36 to Fidelity Engineering Corporation for the repair of the Town’s generator.

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.**

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Vice Mayor Kite stated he spoke with James Shifflett about scheduling an on-site meeting to discuss his plans for installing utilities to an undeveloped area of Wahnona Avenue and James is very interested in meeting with Mayor Lucas and Council Members.

Town Manager Roudabush noted once the official date and time are set, proper notification to the media and residents of Shenandoah will need to be made.

After a brief discussion, it was decided the Council will schedule the on-site meeting with James Shifflett on the tentative date of October 24th at 6:00 pm.

Councilman Fox inquired about an update on the plan to build 28 townhouses on Williams Avenue.

Town Manager Roudabush stated there are no updates on the townhouse project at this time.

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

STREETS AND PUBLIC PROPERTY

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

There was nothing to report during this period.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

Police Chief Davis informed Mayor Lucas and Council Members the Police Department's heating and air unit has been temporarily fixed, but the 12 year old system will need to be replaced soon.

Police Chief Davis also gave his appreciation to Mayor Lucas and Council Members for their continued support of the Police Department.

Councilman Fox inquired about an update on the removal of an unlicensed trailer on Pennsylvania Avenue

Police Chief Davis noted he is still looking into the unlicensed trailer.

Councilman Pierce inquired about an update on the vandalism at the Park restrooms in Town.

Town Manager Roudabush noted cameras have been installed at the Parks and are now recording.

Police Chief Davis stated a confession has been made regarding the vandalism of the Shenandoah Beautification Committee's decorations around Town.

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)

Councilman Pierce stated there are still flags hanging in several places throughout Town which need to be taken down.

Town Manager Roudabush noted she will remind the Public Works employees to take the flags down.

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)

A *Motion* was made by Councilman Lowe, *seconded* by Vice Mayor Kite, for a Community Enhancement Award to be given to Kevin and Kristin Zwanzig for their hard work to improve their home. The award will be presented at the October 24, 2017 Council Meeting.

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.**

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

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

Councilman Pierce reminded Mayor Lucas and Council Members of the grandfather clause, which would exclude any existing furnace from meeting all expectations listed in a new Town ordinance.

Councilman Fox inquired about the current wood burning furnace meeting the building code requirements.

Town manager Roudabush stated the current wood burning furnace is not against any Codes right now that she is aware of, but she will contact Page County Building Official Williams to research further.

Vice Mayor Kite suggested when creating a new ordinance for the Town Code, the Council include a limitation on what can and cannot be burned in the furnaces.

Councilman Fox also suggested an ordinance be created to control the burning of trash within Town, due to the smoke causing problems for residents with breathing conditions.

NEW BUSINESS

There was nothing to report during this period.

TOWN MANAGER'S REPORT

Town Manager Roudabush informed Mayor Lucas and Council Members the Public Works Department has covered the exposed water line at Big Gem Park. She also noted these employees have been working hard to repair several water leaks throughout Town and maintain the upkeep of the Parks, with the help of inmate trustees.

MAYOR'S REPORT

There was nothing to report during this period.

FOR THE GOOD OF THE TOWN

Brenda Stuart addressed Mayor Lucas and Council Members with a request to consider changing the ordinances regarding the ownership of chickens within Town limits. No decision was made on the change of this ordinance, however, the Council has agreed to look further into this and other changes to the Town Code.

Mike Uram informed Mayor Lucas and Council Members of his attendance at the Virginia Department of Transportation meeting on October 10, 2017 to continue his advocacy for funding the repair of streets in Page County.

Matthew Queen informed Mayor Lucas and Council Members he has found several locations at Big Gem Park where he would be interested in putting in an archery range. He noted he will present a picture slide show of the locations at the next Town Council meeting on October 24, 2017.

ADJOURN

There being no further discussion, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Lowe, to adjourn the meeting at 7:53 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

Sarah Dean, Clerk