

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
February 27, 2018**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, February 27, 2018, 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; and Charles Jenkins.

Council Members absent were: Councilmen I. Michael Lowe; and Richard Pierce.

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

Citizens present were: Mike Uram, Carol Cave, Greg Foltz, and Matthew Yoder.

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

RECEIVING OF VISITORS

Greg Foltz addressed Mayor Lucas and Council with a request to lower the Town's itinerant merchants' fee of \$500 per year.

Town Manager Roudabush noted the Virginia State Code allows municipalities to set their itinerant merchants' fee at their desired amount, not exceeding \$500 per year, and lowering the Town's itinerant merchants' fee would require amending the Town Code.

Greg Foltz stated there are local municipalities who have set their itinerant merchants' fee substantially lower than the Towns in Page County. He noted he will also be addressing the Towns of Stanley and Luray to request they also lower their itinerant merchants' fee.

Following a brief discussion, the Council agreed they would speak with the Towns of Stanley and Luray regarding the lowering of this fee, at each municipality, during their upcoming Joint Council meeting at the Stanley Fire Hall on March 21, 2018 at 7 PM.

February 13, 2018 REGULAR MEETING MINUTES

A *Motion* was made by Councilman Jenkins, *seconded* by Councilman Fox, to approve the *Regular Meeting Minutes* held on February 13, 2018, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Hinkle
Councilman Jenkins

NAY: None

ABSTAIN: Mayor Lucas
ABSENT: Councilmen Lowe and Pierce
VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

There being no questions, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to approve the bills, dated **February 27, 2018**, in the **Combined Accounts Disbursement Warrant #36314-36334** in the amount of **\$54,553.99**.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Hinkle
Councilman Jenkins

NAY: None

ABSTAIN: Mayor Lucas
ABSENT: Councilmen Lowe and Pierce
VOTE: Unanimous in favor of motion

TREASURER'S REPORT

Mayor Lucas read the Treasurer's report, submitted by Treasurer Cindy Breeden, for February 27, 2018.

A *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Jenkins, to approve the February 27, 2018 Treasurer's report in the amount of \$1,291,848.43, as read.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Hinkle
Councilman Jenkins

NAY: None

ABSTAIN: Mayor Lucas
ABSENT: Councilmen Lowe and Pierce
VOTE: Unanimous in favor of motion

CORRESPONDENCE

Item # 1 – The January 2017 Police Department Activity log was presented for review.

Item # 2 – The Shenandoah Rescue Squad provided the Council with a donation request for their annual Appreciation Dinner.

Following a brief discussion, all members of Council agreed no donation will be made to the Shenandoah Rescue Squad at this time, as the Town has already co-sponsored the 3rd Annual First Responders Dinner in January 2018.

Item # 3 – A thank you letter from the Massanutten Regional Library expressed appreciation for the Town's continued support and donations to the Shenandoah Community Library.

Item # 4 – Mayor Lucas and Council received information on a Healthy Relationships Workshop presented by Virginia Veteran and Family Support Program. The workshop will be held March 2-4, 2018 at the Hotel Roanoke. To register for this workshop, visit <http://events.eventzilla.net/e/-mission-healthy-relationships-couples-workshop2138944754> (Unlock Code: MHR18R), email Martha.kroupa@dvs.virginia.gov, or call (804) 482-8523.

Item # 5 – Information was provided to the Council regarding a Free Hunter Education Course being held on March 11, 2018 from 8 AM to 3 PM at the Shenandoah V.F.W. For more information on this course, or to sign up, contact Steve Rodgers at (540) 471-2878.

Item # 6 – An Annual Progress Report for Operations in 2017 for the Merck Stonewall Plant's Project XL was presented to the Council for review.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Town Manager Roudabush informed Council a pump stopped working at the Town's Twelfth Street well station after a power surge occurred due to a tree falling on power lines. She noted the pump has been repaired, and this case has been turned into the insurance company to request they cover the repair.

Councilman Fox addressed the Council to remind them of James Shifflett's request to install utilities to an undeveloped area of Wahnona Avenue, where he plans to construct homes in the future.

Vice Mayor Kite and Councilman Hinkle noted it is the past policy of the Town for builders to fund the extension and installation of utilities to the areas where they plan to build.

Councilman Fox noted Mr. Shifflett will pay water and sewer tap fees for the individual homes to be built, however, the Town will need to install the main water and sewer lines.

Town Manager Roudabush stated Mr. Shifflett has, informally, agreed to install a street, to meet the requirements of the Virginia Department of Transportation, to the undeveloped area of Wahnona Avenue, but is requesting the Town fund the installment of utilities to the area.

Following a brief discussion, it was decided the Town will be contacting an engineer to discuss their qualifications for conducting a feasibility study for installing utilities to the undeveloped area of Wahnona Avenue.

STREETS & PUBLIC PROPERTY

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

Councilman Jenkins inquired about potential expansion of the Forest Knolls Subdivision.

Matthew Yoder stated there are approximately 20 vacant lots in the accessible area of the subdivision; and there are no current plans for expansion at this time.

Councilman Fox requested the Public Works employees properly repair or replace patches made to areas where leaks occurred throughout Town.

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)

Councilman Jenkins reminded Council the Town will be having their Spring Clean Up April 2 through 13, 2018. He also informed Council the Town's Clean the Bay Day will be April 21, 2018, and the JMU Crew Club Mock Regatta will be March 17, 2018 from 11 AM to 3 PM at the River Park.

Councilman Fox stated although the Town created a gravel path for vehicle use at the Town's Dog Park, citizens are continuing to use this area inappropriately and disregarding the designated path.

Mayor Lucas suggested the area may need a barrier to keep vehicles out of the grass areas.

Town Manager Roudabush noted she will continue looking for a solution to this problem.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Councilman Jenkins inquired about an update on the Opening Day and Ribbon Cutting Ceremony for Mr. Garcia's Mexican Grille & Cantina.

Vice Mayor Kite stated he believed the Opening Day for the restaurant has been changed to March 15, 2018.

Clerk's Note: After speaking with the owner of Mr. Garcia's Mexican Grille & Cantina, it was discovered the Opening Day and Ribbon Cutting Ceremony will not occur until after April 1, 2018.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

Councilman Jenkins suggested the Town contact the Page County Sheriff's Department to use Inmate Trustees for clean-up and weed removal on First Street, and around Big Gem Park, for the Memorial Festival in May.

Mayor Lucas stated he would also like to see a large group of volunteers or inmate trustees retrieving litter left alongside Highway 340 through Town.

Town Manager noted she would be in contact with the Page County Sheriff's Department to request a group of inmate trustees for these projects.

Mayor Lucas reminded Council to continue looking for recipients for future Community Enhancement Awards.

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 progress on the Town's application for a Rural Utility Services loan and grant program to replace the Town's backhoe and zero-turn lawn mowers.

Town Manager Roudabush explained there will be no information on the recipient of this loan and grant program until March.

NEW BUSINESS

There was nothing to report during this period.

TOWN MANAGER'S REPORT

There was nothing to report during this meeting.

MAYOR'S REPORT

There was nothing to report during this period.

FOR THE GOOD OF THE TOWN

Matthew Yoder inquired about the dates and Sponsors for the 2018 Cruz-Ins on First Street.

Town Manager Roudabush explained the contact for this information would be Nancy Karnes, however, the list of Cruz-Ins and sponsors has already been released for 2018 and flyers are available to the public at Town Hall.

Mike Uram commended the Shenandoah Vision Team's Museum Committee for successfully moving forward with their plan to construct a Historical Railroad Museum in Town.

ADJOURN

There being no further discussion, a *Motion* was made by Councilman Jenkins, *seconded* by Vice Mayor Kite, to adjourn the meeting at 8:09 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Hinkle
Councilman Jenkins

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: Councilmen Lowe and Pierce

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Sarah Dean, Clerk