

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
REGULAR MEETING  
May 8, 2018**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, May 8, 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; Charles Jenkins; I. Michael Lowe; and Richard Pierce.

**Council Members absent were:** Councilman David Hinkle.

**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, Madison Comer, Bobbi Comer, Craig Lancto, Judy Robertson, Charlotte Stover, Dan Hayman, and Justin Hayman.

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

**RECEIVING OF VISITORS**

Judy Robertson addressed Mayor Lucas and Council regarding an outdoor wood burning furnace in her neighborhood. She read the letter she received from Mayor Lucas and noted she understands if the Town was to create an ordinance regulating these furnaces, the furnace in her neighborhood would be grandfathered in and unaffected. However, she explained she believes any future outdoor wood burning furnaces installed should have certain regulations and suggested the Council revisit the issue and consider updating the Town Code.

Town Manager Roudabush explained the Town paid their attorney over \$600.00 to assess the situation and was advised not to create an ordinance against these wood burning furnaces at this time, as it would not alleviate the current problem.

Vice Mayor Kite noted the Council is responsible for updating the Town Comprehensive Code every 5 years and may consider an ordinance at the time the Code is updated.

Judy Robertson inquired about an update on her request for the Town to adopt a property maintenance code to regulate the properties in Town.

Councilman Jenkins explained the State of Virginia does have a Property Maintenance Code the Town could consider adopting; however, it is very strict and may create further conflicts.

Town Manager Roudabush noted the Town would also need to hire a full-time, certified, property inspector to enforce the Maintenance Code, if it was adopted.

Judy Robertson inquired about her ability to form a citizen committee to create new ordinances and make updates to the Town Code.

Vice Mayor Kite explained it is up to the Mayor and Council to update the Town Code and the citizens do not have permission to develop a Code themselves. He also informed Mrs. Robertson and the Council of a solution in the Town of Elkton regarding a blighted property being labeled as a public nuisance. Vice Mayor Kite noted the citizens formed a committee and created a petition to have the property cleaned up, which they presented to the County Circuit Court. He explained this is an option for the citizens who are concerned with the existing outdoor wood burning furnace and they may create a petition of their own to present to the Page County Circuit Court if they wish.

Town Manager Roudabush explained the committee must consist of five (5) or more residents who are willing to sign the petition and possibly testify in Court, if needed.

Mayor Lucas explained the Town could provide any information they have available regarding the petition process; however, the complaint would have to come directly from the citizen committee and not the Town.

Judy Robertson inquired about the EPA standards regarding outdoor wood burning furnaces.

Town Manager Roudabush explained there are regulations on what can and cannot be burned in these furnaces, and the citizens would need to prove the owner of the furnace is burning something illegal in order to create a complaint through EPA. She also noted the owner of the current outdoor wood burning furnace did have a building permit with Page County to install the furnace and is not in violation of the County Building Code, at this time.

Judy Robertson thanked the Council for the information they provided and noted her plans to form a committee and create a petition against the current outdoor wood burning furnace. She also requested the Council reconsider updating the Town Code to include an ordinance to regulate outdoor wood burning furnaces and a Town Maintenance Code in the future.

#### **April 24, 2018 REGULAR MEETING MINUTES**

A *Motion* was made by Councilman Jenkins, *seconded* by Councilman Lowe, to approve the *Regular Meeting Minutes* held on April 24, 2018, as presented.

Members Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

### **APPROVAL OF BILLS**

Mayor Lucas inquired about invoice #36478 for only 600 American Flags purchased for the Memorial Festival.

Councilman Jenkins explained there were American Flags left over from last year's Memorial Festival and this allowed for the order amount to be smaller for this year's Festival.

Following a brief discussion, a *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to approve the bills, dated **May 8, 2018**, in the **Combined Accounts Disbursement Warrant #36465-36492** in the amount of **\$60,472.76**.

Members Roll Call Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

### **TREASURER'S REPORT**

Mayor Lucas read the Treasurer's report, submitted by Treasurer Cindy Breeden, for May 8, 2018.

A *Motion* was made by Councilman Jenkins, *seconded* by Councilman Fox, to approve the May 8, 2018 Treasurer's report in the amount of \$1,301,248.58, as read.

Members Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

### **CORRESPONDENCE**

**Item # 1** – Mayor Lucas read the Proclamation for National Police Week 2018 as follows:

#### **Proclamation for National Police Week 2018**

To recognize National Police Week 2018 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

**WHEREAS**, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Town of Shenandoah Police Department; and

**WHEREAS**, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries; and

**WHEREAS**, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

**WHEREAS**, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

**WHEREAS**, new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including officers killed in 2018 and the officers killed in previous years; and

**WHEREAS**, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 30<sup>th</sup> Annual Candlelight Vigil, on the evening of May 13, 2018; and

**WHEREAS**, the Candlelight Vigil is part of National Police Week, which takes place this year on May 13-19, 2018; and

**WHEREAS**, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half staff; and

**THEREFORE, BE IT RESOLVED** that the Shenandoah Mayor and Town Council formally designates May 13-19, 2018, as Police Week in Shenandoah Virginia, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

A *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to adopt the Proclamation for National Police Week 2018, as presented.

Members Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

**Item # 2** – Mayor Lucas read the Proclamation for Kids to Park Day 2018 as follows:

### **Proclamation for Kids to Park Day 2018**

**WHEREAS**, May 19th, 2018 is the seventh Kids to Parks Day organized and launched by the National Park Trust; and

**WHEREAS**, Kids to Parks Day empowers kids and encourages families to get outdoors and visit America's parks; and

**WHEREAS**, it is important to introduce a new generation to our nation's parks; and

**WHEREAS**, we should encourage children to lead a more active lifestyle to combat the issues of childhood obesity, diabetes mellitus, hypertension and hypercholesterolemia; and

**WHEREAS**, Kids to Parks Day is open to all children and adults across the country to encourage a large and diverse group of participants; and

**WHEREAS**, Kids to Parks Day will broaden children's appreciation for nature and outdoors;  
and

**NOW THEREFORE**, We, the Mayor and Town Council of Shenandoah, Virginia do hereby proclaim to participate in Kids to Parks Day. We urge residents of Shenandoah to make time May 19th, 2018 to take the children in their lives to a neighborhood, state or national park.

A *Motion* was made by Councilman Pierce, *seconded* by Vice Mayor Kite, to adopt the Proclamation for Kids to Park Day 2018, as presented.

Members Vote was as follows:

<b>YEA:</b> Vice Mayor Kite Councilman Fox Councilman Jenkins Councilman Lowe Councilman Pierce	<b>NAY:</b> None
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**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

**Item # 3** – Website Administrator Joyce Fluharty provided Mayor Lucas and Council with the April 2018 Town Website Statistics.

**Item # 4** – Mayor Lucas and Council received the April 2018 Police Department Activity and Vehicle Logs for review.

**Item # 5** – Mayor Lucas and Council Members received the April 2018 Town Vehicle Gas Log for review.

**Item # 6** – The Luray-Page County Chamber of Commerce & Visitor Center provided the Council with a copy of their May 2018 Newsletter.

**Item # 7** – Mayor Lucas and Council received information on the 18<sup>th</sup> Annual Spring Senior TRIAD Conference to be held on May 10, 2018. Registration for this conference is at 8 am and the program will be from 9 am to 1 pm at the Rileyville Baptist Church. Enjoy a free lunch, door prizes, and a 50/50 raffle while learning valuable information about EMT, Alarms, Storm Emergency Programs, Certification Programs, How to Conquer Loneliness and Depression, and Scams/Community Awareness.

Councilman Pierce noted if you are unable to attend this conference, there will be a Fall Senior TRIAD Conference in Shenandoah on October 25, 2018.

**Item # 8** – Choices of Page County provided information on their benefit Kaffee & Kuchen being held on May 13, 2018 from 12 pm to 4 pm at the South Court Inn in Luray. Tickets are \$20 per person and can be purchased at [ChoicesofPageCounty.org/kaffee-kuchen](http://ChoicesofPageCounty.org/kaffee-kuchen).

Councilman Pierce explained Choices of Page County is a non-profit organization who provides free, confidential services for any individual who is, or has been, involved in a situation of physical, verbal, or emotional abuse, or is a victim of sexual abuse or rape. He noted there is a Choices Office located in Shenandoah.

**Item # 9** – Frazier Quarry provided Mayor Lucas and Council with a thank you letter for the Town's continuing support for their business.

Councilman Pierce noted the Town offers free delivery of stone from Frazier Quarry to residents in Shenandoah. He further explained customers do have to pay the cost of the stone and only the delivery is free.

**Item # 10** – Mayor Lucas and Council received a quote from Don Largent Roofing, Inc. for repairs to be made to the Town Hall roof. The price for the minor repairs will not exceed \$775.00 for a large target patch to repair a loose patch found at the back roof drain. They also noted they found the old brick at the tie in the wall between the two roof structures has old mortar that has opened up to the weather in several areas. They feel this is the source of some of the leakage to the inside offices.

Councilman Pierce inquired about the company's ability to fix the mortar in between the two roof structures.

Town Manager Roudabush explained Don Largent Roofing, Inc. is unable to repair the mortar and she will have to obtain estimates for the repair.

A **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Lowe, to authorize payment of up to \$775.00 to Don Largent Roofing, Inc. for the repair of a portion of the Town Hall roof.

Members Roll Call Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

**Item # 11** – Mayor Lucas and Council received a request from Melissa Clements to pay half of the repair of the sidewalk in front of her home at 115 North Second Street. The repair was completed by Grimsley Construction Co., Inc. and totaled \$1,040.00.

Mayor Lucas explained the sidewalk replaced was a public sidewalk and is not only for personal use by the homeowner.

A **Motion** was made by Councilman Jenkins, **seconded** by Councilman Pierce, to follow with past procedures, and authorize payment of \$520.00 to Melissa Clements for half of the repair of the public sidewalk in front of her home.

Members Roll Call Vote was as follows:

<b>YEA:</b> Vice Mayor Kite Councilman Fox Councilman Jenkins Councilman Lowe Councilman Pierce	<b>NAY:</b> None
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**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

### **COMMITTEE REPORTS**

#### **WATER & SEWER**

(Chairman Kite and Councilmen Jenkins and Lowe)

A **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Lowe, to approve a water and sewer connection for Shane Rickel on Lot 3 in the Forest Knolls Subdivision.

Members Vote was as follows:

<b>YEA:</b> Vice Mayor Kite Councilman Fox Councilman Jenkins Councilman Lowe Councilman Pierce	<b>NAY:</b> None
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**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

A **Motion** was made by Councilman Jenkins, **seconded** by Councilman Pierce, to approve a water and sewer connection for Matthew Yoder/Klass Homes on Lot 24 in the Forest Knolls Subdivision.

Members Vote was as follows:

<b>YEA:</b> Vice Mayor Kite Councilman Fox Councilman Jenkins Councilman Lowe Councilman Pierce	<b>NAY:</b> None
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**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

Councilman Jenkins inquired about water and sewer tap fee variations for installations at different locations.

Town Manager Roudabush explained the water and sewer tap fees are \$9,000.00 for all installations regardless of the location in Town.

Councilman Jenkins informed Council there are other Towns who charge higher tap fees depending on the distance from the site to the main line.

Mayor Lucas noted it would be unfair for the Town to charge new residents higher tap fees based on their location.

Councilman Fox inquired about a schedule for the water leaks in Town.

Town Manager Roudabush explained the Shenandoah Police Department has been very helpful with directing traffic, allowing for several water leaks in Town to be repaired. She noted the remaining leaks will be repaired as soon as possible.

Councilman Fox inquired about the status of the water leak at the intersection of Williams Avenue and Highway 340.

Police Chief Davis noted the Police Department will be helping to direct traffic for the repair of this water leak on May 9, 2018.

Councilman Pierce inquired about the status of the water leak on Fourth Street near the St. Peters Lutheran Church.

Town Manager Roudabush explained the Public Works Employees are aware of this water leak and plan to repair it as soon as possible.

### **STREETS & PUBLIC PROPERTY**

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

Councilman Jenkins inquired about a plan for the repair of several areas on Town-owned streets.

Town Manager Roudabush explained she has started priority list for the repairs needed on Town-owned streets and she is obtaining estimates for the repairs at this time.

Town Manager Roudabush informed Mayor Lucas and Council the Virginia Department of Transportation provided their Street Sweeper for the Town this morning to prepare for the 21<sup>st</sup> Memorial Festival.

### **POLICE, SAFETY, & JUDICIAL**

(Chairman Kite and Councilmen Hinkle and Jenkins)

Police Chief Davis informed Council he was in attendance at the 2017 Senior TRIAD Conference and noted it is a very informative Conference for all ages and is not only for Senior Citizens.

Chief Davis informed Council the unregistered vehicle on Pennsylvania Avenue has been towed at the owner's expense.

Chief Davis expressed his appreciation for the Council's adoption of the National Police Week 2018 Proclamation and also thanked First Bank in Elkton, as they will be providing lunch and other treats for the Shenandoah Police Officers.

Chief Davis informed Mayor Lucas and Council Members the Police Department received a free 2002 Dodge Pickup from military surplus and is hoping to receive several other items from them as well.

Councilman Jenkins noted the equipment received from military surplus is in great shape and seems to be working well for the Officers. Mr. Jenkins inquired about the status of the 2010 K9 Police Vehicle.

Police Chief Davis explained the 2010 K9 Police Vehicle will need to be replaced soon, as it is in need of more expensive repairs.

Councilman Jenkins inquired about an update on the purchase of a heat alarm system for the Police K9 Allen.

Chief Davis explained the Police Department has received a \$1,000.00 grant from Wal-Mart towards the purchase of this alarm system and the JEEP Foundation is still taking donations for the system, as well as for a trauma kit and bullet proof vest for the Police K9. He noted he is very thankful for all of the community support shown for the Police Department and especially for the K9, Allen.

Mayor Lucas expressed his appreciation for all of the hard work the Officers at the Shenandoah Police Department do to keep this community safe.

## **TAXATION & FINANCE**

(Chairman Pierce and Councilmen Fox and Kite)

Town Manager Roudabush informed Mayor Lucas and Council Members of a 45% grant and 55% loan combination the Town may be eligible for through Rural Utilities Services. This grant and loan combination could be used towards the replacement of the Town's aging water and sewer lines. She explained one of the terms of the grant would be to raise the Town residents' utility bill minimums by \$13.90 over several years.

Councilman Pierce inquired about the possibility of the grant and loan combination being used towards the installation of new water and sewer lines.

Town Manager Roudabush explained the representative from Rural Utilities Services stated the grant and loan combination was to be used for renovations and did not specify if new installments would be allowed.

Councilman Lowe inquired about the minimum cost requirement for the project.

Town Manager Roudabush explained the Rural Utilities Services representative did not give a minimum cost requirement and stated the company will allow the Town to choose certain areas to replace or allow the Town to replace all lines.

Councilman Jenkins inquired about the application process for this grant and loan combination.

Town Manager Roudabush explained she would have to have the application in by September 2018 and is unsure if engineers can get estimates to her by that time; however, she would like to request permission from the Council to reach out to engineers for estimates on the Preliminary Engineering Report needed.

The Council agreed Town Manager Roudabush should reach out to engineers and obtain estimates for the Preliminary Engineering Report.

Town Manager Roudabush requested the Council authorize the purchase of one (1) Ferris Zero-Turn Lawn Mower and four (4) Echo SRM2620T Weed Eaters from Louderback Implement, using the remaining \$11,000 of the \$108,000 received from the Rural Utilities Services grant/loan combination. She noted the purchase of these extra items will cost the Town \$92.00 upfront, with the remaining amount being included in the installments per the terms of the grant and loan agreement.

A *Motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to authorize the purchase of one (1) Ferris Zero-Turn Lawn Mower and four (4) Echo SRM2620T Weed Eaters from Louderback Implement, using the remaining \$11,000 of the \$108,000 received from the Rural Utilities Services grant/loan combination

Members Roll Call Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

Town Manager Roudabush explained this would bring the total purchase to three (3) Ferris Zero-Turn Lawn Mowers and four (4) Echo SRM2620T weed eaters from Louderback Implement and one (1) Case 580N Backhoe from Lawrence Equipment, using the grant/loan funds from Rural Utilities Services.

## **PARKS & RECREATION**

(Chairman Jenkins and Councilmen Lowe and Pierce)

Councilman Jenkins inquired about when the fountain at Big Gem Park will be replaced.

Town Manager Roudabush stated the Public Works Employees will be repairing the fountain at Big Gem Park as soon as they can. She explained they have been working on re-wiring Christmas light connections for the streetlight poles on Highway 340, which have to be completed by the deadline of June 30, 2018.

Councilman Pierce informed Mayor Lucas and Council Members Shenandoah Machine Shop has finished engraving the numbers on the sleeves of bricks at Veterans Park and the brick directory should be placed in the kiosk soon.

## **INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT**

(Chairman Jenkins and Councilmen Lowe and Pierce)

Councilman Jenkins reminded Council Custom Touches by Christi will be holding a Ribbon Cutting Ceremony and Open House from 10 am to 2 pm on Saturday, May 12, 2018.

Town Manager Roudabush explained Christi has recently expanded her inventory to include retail merchandise and would like to welcome all members of the community to come and see what merchandise and services she has to offer.

Mayor Lucas informed Council the T-Bowl in Town is one of the two bowling alleys in Virginia who still have duck pin bowling. He encouraged the Council to show their support for the bowlers in their final tournament for this year at the T-Bowl.

## **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)

Councilman Jenkins informed Mayor Lucas and Council of the commendation Town Clerk Dean received from the Councils in Luray and Stanley at the Joint Town Council Meeting for her community interaction and publication of events in Page County. He also noted his gratitude towards Clerk Dean for the work she does for the Town.

## **POLICE REPORT**

There was nothing to report during this period.

## **UNFINISHED BUSINESS**

Councilman Jenkins noted he believed the Joint Town Council Meeting was very informative and effective in getting the other two Town's opinions on problems within the individual Towns, as well as County-wide problems.

Councilman Pierce noted it was suggested the Towns hold quarterly Joint Council Meetings, although a date for the next meeting has not been set at this time.

Town Manager Roudabush informed Mayor Lucas and Council the Public Work Employees looked over the two generators believed to need service at the Town wells and agreed they do not need the extra services recommended by Fidelity Engineering Corporation at this time.

Councilman Pierce suggested the Town order the extra replacement parts to keep on hand in case of an emergency.

Town Manager Roudabush explained due to the parts not having a long shelf life, the Public Works Employees are not interested in purchasing extra replacement parts at this time. She noted they would have several days to a week of water supply in the event of a power outage, which should be ample time to get the parts needed.

### **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 addressed the Council to thank those who were in attendance for the Joint Town Council Meeting in Stanley on April 25, 2018. He also informed Council he attended a meeting held by the Commonwealth Transportation Board in Culpeper regarding the Fiscal Year 2019-2024 Six-Year Improvement Plan. Mr. Uram stated the new Secretary of Transportation is very interested in helping the Towns and has requested a meeting with him to discuss his concerns in Page County. He noted he plans to be an advocate for all of the Towns in Page County during this meeting.

Councilman Jenkins inquired about the Grand Marshal for the 2018 Memorial Festival Parade.

Mayor Lucas explained Major Brandon Price will be the Grand Marshal for the Memorial Festival Parade.

Mayor Lucas inquired about which members of Council will be riding in the Memorial Festival Parade on May 26, 2018.

Vice Mayor Kite, Councilman Pierce, and Mayor Lucas noted they will be riding in the Parade as Town representatives, and Councilman Jenkins will be riding separate to also represent his business.

**ADJOURN**

There being no further discussion, a ***Motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Fox, to adjourn the meeting at 8:35 p.m.

Members Vote was as follows:

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

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** Councilman Hinkle

**VOTE: Unanimous in favor of motion**

APPROVED:

ATTESTED:

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Clinton O. Lucas, Jr., Mayor

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Sarah Dean, Clerk