

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
REGULAR MEETING
June 26, 2018**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, June 26, 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 (entered at 7:02 pm); Councilmen Lynn Fox; David Hinkle; Charles Jenkins; I. Michael Lowe; and Richard Pierce.

Council Members absent were: There were no members absent from this meeting.

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

Citizens present were: Mike Uram, Sue Zirkle, Bob Zirkle, and Gary Patterson.

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

RECEIVING OF VISITORS

Mayor Lucas recognized Keith Seal as the recipient of the April 2018 Community Enhancement Award for work he has done to his home, although Mr. Seal was unable to attend the Council meeting to receive his plaque.

Clerk's Note: Vice Mayor Kite entered at 7:02 pm.

June 12, 2018 REGULAR MEETING MINUTES

A *Motion* was made by Councilman Pierce, *seconded* by Councilman Fox, to approve the *Regular Meeting Minutes* held on June 12, 2018, 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 Fox, to approve the bills, dated **June 26, 2018**, in the **Combined Accounts Disbursement Warrant #36609-#36646** in the amount of **\$90,487.39**.

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 June 26, 2018.

A ***Motion*** was made by Councilman Lowe, ***seconded*** by Vice Mayor Kite, to approve the June 26, 2018 Treasurer's report in the amount of \$1,606,237.77, 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 read a letter of recommendation from the Town Planning Commission, to approve a zoning permit request from the Town of Shenandoah for the consolidation of two (2) smaller lots into (1) larger lot, at their property located at 406 First Street.

There being no questions, a **Motion** was made by Councilman Pierce, **seconded** by Councilman Jenkins, to concur with the Planning Commission recommendation and approve a request for a zoning permit for the Town of Shenandoah to consolidate two (2) smaller lots into one (1) larger lot, at 406 First Street.

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 # 2 – Mayor Lucas read a letter of recommendation from the Town Planning Commission, to approve a zoning permit request from the Shenandoah Assembly of God Church for the consolidation of four (4) smaller lots into two (2) larger lots, at their property located at 607 Eighth Street.

Following a brief discussion, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Fox, to concur with the Planning Commission recommendation and approve a request for a zoning permit for the Shenandoah Assembly of God Church to consolidate four (4) smaller lots into two (2) larger lots, at 607 Eighth Street.

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 # 3 – Mayor Lucas read a letter of recommendation from the Town Planning Commission, to approve a zoning permit request for Mark and Bronson Caudill to subdivide one (1) larger lot into two (2) smaller lots, at their property on Second Street.

There being no discussion, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Fox, to concur with the Planning Commission recommendation and approve a request for a zoning permit for Mark and Bronson Caudill to subdivide one (1) larger lot into two (2) smaller lots at their property on Second Street.

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 # 4 – Mayor Lucas and Council were provided with information about Meals on the Bus; a Page County Public School Food Service program delivering free Children’s lunches Monday through Thursday each week from June 11, 2018 through August 23, 2018. No registration is required for this program. The child must be under the age of 18 to participate in this program.

Item # 5 – Information on the 2018 Page County Movie Nights was presented to the Council to review. Each Movie Night will include free admission, free popcorn and drinks, and free family fun. The first Movie Night will be held at the Shenandoah Ball Park on Friday, June 29, 2018. The Resource Fair will be held from 7 pm to 9 pm, followed by the movie, Despicable Me 3, at sunset.

Item # 6 – Notice was provided to inform Council there will be no trash pick-up for the Town on Wednesday, July 4, 2018. This pick-up will be rescheduled for Saturday, July 7, 2018.

Item # 7 – A list of events for the 52nd Annual Stanley Homecoming happening July 4, 2018 through July 7, 2018 was presented for the Council to review.

Mayor Lucas requested Council inform Treasurer Cindy Breeden if they plan to attend the Stanley Homecoming Parade being held on Saturday, July 7, 2018 at 5:00 pm.

Item # 8 – Mayor Lucas and Council received information on the Town of Luray's Independence Day Celebration on Wednesday, July 4, 2018 at the SVEC/Greenway Parking Lot. There will be a rock climbing wall, barrel train rides, carnival games with prizes, face painting, a duck race, moon bounces, a meltdown obstacle inflatable, and a variety of food vendors. The Fireworks Show will begin at approximately 9:20 pm.

COMMITTEE REPORTS

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Town Manager Roudabush informed Council the Public Works employees are continuing to work hard and repair all reported water leaks throughout Town.

Mayor Lucas reminded Council to contact the Town Hall to report any potential water leaks in Town.

STREETS & PUBLIC PROPERTY

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

Town Manager Roudabush informed Council the Virginia Department of Transportation will be paving Highway 340 from the Shenandoah Speedway to Route 211 in the upcoming weeks.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Hinkle and Jenkins)

Police Chief Davis noted the request for public use of the Town's firing range, tabled at the last meeting, is unable to be fulfilled due to insurance reasons, therefore, citizens will not be able to use the range for practice with firearms.

Police Chief Davis expressed his appreciation for all Departments, Employees, and Volunteers who helped with the recent water recovery.

Town Manager Roudabush and Mayor Lucas commended Chief Davis for his organization and dedication to coordinating the water recovery.

Police Chief Davis informed Mayor Lucas and Council the new K9 vehicle has been received and will be in service once all K9 equipment has been installed.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

Councilman Jenkins inquired about the amounts listed in the monthly budget.

Town Manager Roudabush explained several of the line item amounts will increase closer to the end of the Fiscal Year.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Committee Chairman Charles Jenkins reported the following Parks and Recreation News: The entrance road to Big Gem Park has been repaired after it was partially washed out during the recent storms. The Town has received several donations from local businesses to support the replacement of the WigWam Village Playground equipment.

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 Vice Mayor Kite, *seconded* by Councilman Pierce, for a Community Enhancement Award to be given to Carolyn and James Lam, Jr. for their hard work to improve their home at 124 Corcoran Street. The award will be presented at the July 10, 2018 Council Meeting.

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

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 new ideas for Memorial Festival outreach to increase attendance.

Town Manager Roudabush explained the current advertisements include flyers and brochures distributed throughout the County.

Councilman Jenkins suggested the Town create a Facebook page to advertise events and post notices for citizens.

Town Manager Roudabush explained the Freedom of Information Act requirements are very strict on municipalities and make it difficult for the Town to maintain a Facebook page. She suggested the Town contact a member of the Shenandoah Heritage Center and request they create an event page on Facebook to advertise for the Memorial Festival.

NEW BUSINESS

There was nothing to report during this period.

TOWN MANAGER'S REPORT

Town Manager Roudabush reported sewer line replacement is needed off of Junior Avenue and Long Avenue to continue the plan for I & I abatement.

There being no questions, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Jenkins, to authorize Town Manager Roudabush to obtain bids for replacement of sewer lines off of Junior Avenue and Long Avenue to continue the plan for I & I abatement.

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

Councilman Jenkins inquired about the status of the framework and Preliminary Engineering Report (PER) for improvements to be made to the Town's water and sewer system.

Town Manager Roudabush explained the Town has completed the application for a grant and loan combination from Southeast Rural Community Assistance Project, Inc. for improvements to the Town's water and sewer system, and Thrasher Group, Inc. will be providing the PER as soon as it is developed.

MAYOR'S REPORT

There was nothing to report during this period.

FOR THE GOOD OF THE TOWN

Mike Uram expressed his appreciation for Mayor Lucas and Council's work in Shenandoah, and for their support and planned attendance in the 52nd Annual Stanley Homecoming Parade.

ADJOURN

There being no further discussion, a **Motion** was made by Vice Mayor Kite, **seconded** by Councilman Lowe, to adjourn the meeting at 7:44 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