

**TOWN COUNCIL  
TOWN OF SHENANDOAH  
March 26, 2024**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, March 26, 2024, at 7:00 p.m., with Mayor Clinton O. Lucas, Jr. presiding.

**ATTENDANCE:**

**Council Members present were:** Mayor Clinton O. Lucas, Jr.; Vice Mayor William Kite; Council Members Denise Cave; Lynn Fox; I. Michael Lowe; Richard Pierce; and Christopher Reisinger

**Council Members absent were:** I. Michael Lowe

**Other Town Officials present were:** Charles Jenkins, Town Manager; and Angie Schrimsher, Town Clerk

**Citizen's present were:** Brenda Haggett, Garfield Freeze, Jr., Jennifer Morris, Brittney Sutherland, Diane Shifflett, Mary Queen, Robert Zirkle, Carol Sue Zirkle, Shane Rickel, Kendall Shifflett.

**Media Representatives:** None

**AWARD PRESENTATION**

None during this period.

**RECEIVING OF VISITORS**

Brenda Haggett spoke in regards to the Town Suit against 313 Second Street and it is shown as withdrawn by the Town. She also noted it should be possible to recoup the attorney fees. Brenda Haggett also spoke a statement about the Town clean up. Vice Mayor Kite mentioned an area near the old truck that is owned by the telephone company.

Brenda Haggett stated the telephone company only owns the roadway and they gave permission to clean up the area, saying not to dig holes. Brenda Haggett was talking about the wooded property the Town owns at Big Gem.

Brenda Haggett wants to get with the Town and clean and expand the area and clean up a substantial portion of overgrown bushes. Town Manager Charlie Jenkins asked if Brenda Haggett would offer to mark some of the trees that need to be taken out and see how far back she would like to go. Brenda Haggett talked about cleaning the area to the right and left of the truck.

Garfield Freeze, Jr. inquired about the trash cans. He stated since he is a business, he would get two trash cans. Town Manager Charlie Jenkins noted Garfield Freeze, Jr. owns an apartment

complex, and each apartment gets a can. He would get three cans. Since Garfield Freeze, Jr. had only been delivered one bin by Updike, he requested a refund for the other two trash cans from the start of Updike service until now. Mayor Clinton Lucas, Jr. stated I do not think we want to charge anybody for anything they didn't get. We will figure out what is overcharged and Garfield Freeze, Jr. will get a refund and two trash cans.

Diane Shifflett spoke on corrections to the minutes and noted she spoke at the last meeting about getting the handicap sign at the post office, not Jackie Smoot. Offered to help with the town getting cleaned up, and getting the community involved by volunteering Diane Shifflett noted about the town clean up codes and removing the junk cars around the town. She also talked about the fallen wall at the elementary school. She noted the sidewalk has been cleaned up and everyone is very satisfied, adding it took them two years to get it resolved. Diane Shifflett mentioned the house on Coverstone and now they are making progress on cleaning the property. She also noted that the Town Council can list the Town as being a part of certain codes. The state can add the code sec 15.2-901-15.2-904.

Brittany Sutherland spoke about speeding on Maryland Avenue along the 100-300 block. She mentioned the danger as a car hit the ditch and landed in her yard. Brittany Sutherland is concerned about the safety of her special needs child and house at 215 Maryland. She would like to increase police presence to cut down on speeding. Brittany Sutherland stated she witnessed a car going so fast that her home cameras didn't pick this car up on camera. She added her child was near the street at that time. Brittany Sutherland is working with VDOT to have signs put up on the corners of the roadway. No radar or police officers are monitoring that street. Town Manager Charlie Jenkins suggested putting the radar unit there to monitor speed. Brittany Sutherland also noted that trash along 100 and 200 block of Maryland had been missed the last three weeks. She requested that Maryland needs to be picked up first due to the amount of traffic that passes along that road and sees trash left out waiting to be picked up.

### **March 12, 2024 REGULAR MEETING MINUTES**

*A motion* was made by Vice Mayor Kite, *seconded* by Councilman Reisinger, to approve the *Regular Meeting Minutes* held on March 12, 2024

Members Vote was as follows:

**YEA:** Vice Mayor Kite

**NAY:** None

Councilwoman Cave

Councilman Fox

Councilman Pierce

Councilman Reisinger

**ABSTAIN:** Mayor Clinton O. Lucas, Jr.

**ABSENT:** I. Michael Lowe

**VOTE:** Unanimous in favor of motion

### **APPROVAL OF BILLS**

A *motion* was made by Councilman Vice Mayor Kite, *seconded* by Councilwomen Cave, to approve the bills, dated **March 12, 2024**, in the **Combined Accounts Disbursements Warrants #41913 - #41951** in the amount of **\$81001.13**, as presented.

Members Roll Call Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilwoman Cave  
Councilman Fox  
Councilman Pierce  
Councilman Reisinger **ABSTAIN:** Mayor Clinton O. Lucas, Jr.

**NAY:** None

**ABSENT:** I. Michael Lowe

**VOTE: Unanimous in favor of motion**

### TREASURER'S REPORT

A *motion* was made by Councilman Fox, *seconded* by Councilman Reisinger, to approve the **March 12, 2024** Treasurer's Report, submitted by Treasurer Christl Huddle, in the amount of **\$2,550,404.93**, as presented.

Members Roll Call Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilwoman Cave  
Councilman Fox  
Councilman Pierce  
Councilman Reisinger

**NAY:** None

**ABSTAIN:** Mayor Clinton O. Lucas, Jr.

**ABSENT:** I. Michael Lowe

**VOTE: Unanimous in favor of motion**

### CORRESPONDENCE

Heard Warren Pence, author of My River My Stories will be speaking on April 13, 2024 Town of Shenandoah museum and Welcome Center located at 507 First Street Shenandoah VA.

Heard there is Easter egg hunt on March 30, 2024 at 12:00 p.m. Big Gem Park located at 736 Fourth Street Shenandoah, VA requested traffic control by Shenandoah Police Department.

The Mayor and Town Councilman Pierce would like to replace the flags along route 340, among other places in Town. The Approximate cost for each flag is \$34.00. If you are interested in sponsoring a flag, please contact the Town office at (540) 652-8164.

Received a memo for the Mayor and Town Council regarding Jonathan Comer's term on the Board of Zoning Appeals. His term ended February 23, 2024. Jonathan Comer stated he would

be willing to serve another term pending approval. The Council unanimously approved Jonathan Comer to another term. Paperwork will be sent to Page County Court for approval.

Town Manager noted that a concerned citizen asked for a tree at 139 Trackside Drive be removed due to limbs and debris falling into the yard. Town Manager Charlie Jenkins noted the tree is in the Town alley and will be monitored for health and taken down in the future if it presents a danger.

### **WATER AND SEWER**

(Chair Kite, Councilwoman Cave, and Councilman Lowe)

Town Manager Charlie Jenkins stated the public works crew spent two weeks looking for valves and pipes at the Trenton pressure station. He added the drawing does not show where the lines should be. The Town Manager Charlie Jenkins stated the water was cut off to get to the vault. the line plans said there is a valve found pipe but they found but were unable to find the valve at the intersection. Not sure how it was installed without turning off the water. Most of the lines are plastic which makes it difficult to locate.

Councilman Fox inquired where the water could be turned off?

Town Manager Charlie Jenkins stated the water can be turned off between Tenth Street and Trenton Avenue by turning off the tank.

Town Manager Charlie Jenkins noted that a concerned citizen asked for the trees in the alley between Fourth and Fifth Street, as well as Virginia and Denver Avenue to be cut down are a hazard Town Manager Charlie Jenkins reported these need to be researched to determine if they are in the alley or on private property

Town Manager Charlie Jenkins stated approval went through on April 1st to fix a pipe in the intersection through the drainage ditch to the manhole, Maryland Avenue project.

Town Manager Charlie Jenkins stated about the EPA lead and cooper pipe survey the federal government is mandating all states to report on surveys were sent out to the homeowner and they can fill out online or a write out the survey send to the Town office. A \$35.00 credit will be given to the homeowner once all surveys are received.

### **STREETS & PUBLIC PROPERTY**

(Chair Fox, Vice Mayor Kite, and Councilman Lowe)

None during this period

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

(Chair Kite, Councilman Lowe, and Councilman Reisinger)

Councilman Pierce stated there is an Easter egg hunt Big Gem Park 22849 March 30, 2024, at 12:00 p.m. And requested traffic control by Shenandoah Police Department.

### **TAXATION & FINANCE**

(Chair Pierce, Vice Mayor Kite, and Councilman Fox)

Report for February under 67% Budget Report

### **PARKS & RECREATION**

(Chair Reisinger, Councilman Lowe and Pierce)

Received a memo from Councilwoman Cave regarding funds for the Tennis Courts and Ballfields. A meeting with Kirk Comer will be held on April 15, 2024.

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

(Chair Cave, Councilmen Lowe and Pierce)

Town Manager Charlie Jenkins stated developer is working on First Street and is waiting on lower interest rate, cost due to rates make a huge difference.

### **COMMUNITY SERVICE**

(Chair Kite, Councilwoman Cave and Councilman Pierce)

Council inquired about for Community Enhancement Awards for Lester Hensley and Nancy Karnes.

### **PERSONNEL**

(Chair Pierce, Councilwoman Cave, Councilmen Lowe and Reisinger)

Councilman Richard Pierce stated Alice Pence is planning to retire in June 2024.

At 7:25 p.m., a *motion* was made by Chair Pierce, *seconded* by Vice Mayor Kite to enter into a closed session for the purpose of business and legal matters dealing with Town Business, as permitted by Code of Virginia, 1950, as amended, Section 2.2-3711 , (A), (5), (7).

Members Roll Call Vote was as follows: YEA: Vice Mayor Kite Councilwoman Cave Councilman Fox Councilman Pierce Councilman Reisinger NAY: None ABSTAIN: Mayor Lucas ABSENT: I. Michael Lowe VOTE: Unanimous in favor of motion.

Members Roll Call Vote was as follows

**YEA:** Vice Mayor Kite  
Councilwoman Cave  
Councilman Fox  
Councilman Pierce  
Councilman Reisinger

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** I. Michael Lowe and Vacant

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

At 8:35 p.m., a *motion* was made by Chair Pierce, *seconded* by Vice Mayor Kite, to return to open session and certify that to the best of our knowledge only matters lawfully exempted from open meeting requirements under the Code of Virginia, 1950, as amended, Section 2.2-3711, (A), (5), (7). and only such matters as were identified in the motion by which the closed session was convened were heard, discussed or considered in the meeting by Town Council.

Members Roll Call Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilwoman Cave  
Councilman Fox  
Councilman Pierce  
Councilman Reisinger

**NAY:** None

**ABSTAIN:** Mayor Lucas

**ABSENT:** I. Michael Lowe

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

### **UNFINISHED BUSINESS**

Town Manager Charlie Jenkins stated the estimate cost for the generator is \$2303.60 from Fidelity. The last service was done in 2019 and they pulled pulled the heads off the gaskets and added coolant was purchased in 2012 and had 394 hours on it. It is now running once a week for a certain amount of time. Town Manager Charlie Jenkins stated the generator is maintenance every five years. They are requiring \$414.00 in the remaining cost parts other is for labor. Also have a service contract with Fidelity. A motion was made by Vice Mayor Kite to second the motion Councilman Fox.

### **NEW BUSINESS**

Town Manager Charlie Jenkins informed Council a windstorm knocked a tree into the line near Long Avenue as well as another location. He stated this caused the sewer plant to lose power,

however the generator kicked on and brought the sewer plant back online. Town Manager Charlie Jenkins also noted the Tenth Street generator had to be manually started as well as the generator on Trenton Avenue. He added the generator on Tenth Street had some issues once it was started, noting the utilities crew found the voltage was incorrect, causing the pump to not start.

### **TOWN MANAGER'S REPORT**

Town Manager Charlie Jenkins informed council 611 Eight Street requested help with the drainage matter. He stated water drains down Shenandoah Avenue and then crosses their property, limiting what they can do on their property. Council determined this is a natural drainage area and tabled the request. 716 Ninth Street requested a Street Light. Council this request denied as there is a light at the intersection of Shenandoah Avenue and another at Osceola Avenue.

### **MAYOR'S REPORT**

Mayor Lucas asked Council about their thoughts on the shooting range requested by the VFW. Town Manager Charlie Jenkins informed Council a poll of the surrounding homeowners was taken regarding the shooting range. He noted some residents gave their approval, but most of the residents voiced their concern over the possible noise as well as the safety of the children. A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Reisinger.

### **FOR THE GOOD OF THE TOWN**

None during this period.

### **ADJOURN**

There being no further discussion, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman, Reisinger to adjourn the meeting at 9:05 p.m.

Members Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilwoman Cave  
Councilman Fox  
Councilman Pierce  
Councilman Reisinger

**NAY:** None

**ABSTAIN:** Mayor Clinton O. Lucas, Jr.

**ABSENT:**

**VOTE: Unanimous in favor of motion**

APPROVED:

ATTESTED:

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Clinton O. Lucas, Jr., Mayor

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Angela Schrimsher, Town Clerk