

**MINUTES  
TOWN COUNCIL  
TOWN OF SHENANDOAH  
April 09, 2024**

**CALL TO ORDER:** The Shenandoah Town Council held its regular meeting on Tuesday, April 09, 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:** None

**Other Town Officials present were:** Charles Jenkins, Town Manager; Paul Davis, Police Chief; and Angie Schrimsher, Town Clerk.

**Citizen's present were:** Matt Yoder, Mary Queen, Carol Sue Zirkle, Robert P. Zirkle, Diane Shifflett, Jennifer Morris, Brenda Haggett, and Brittney Sutherland. Lester Hensley

**Media Representatives:** None

**AWARD PRESENTATION**

Lester Hesley received the Community Enhancement Award for the 1<sup>st</sup> quarter of 2024 for his home located at 414 Massanutten Avenue for improvements to the appearance of his home. He received a \$50.00 gift card to Mr. Garcia's.

**RECEIVING OF VISITORS**

Matt Yoder gave a presentation on a project along 340 North. His proposal would combine and reshape two lots and create a commercial area where he would build several cabins and other venues. Council encouraged Matt Yoder to submit a rezoning package and plans to the Planning commission.

**March 26, 2024 REGULAR MEETING MINUTES**

A *motion* was made by Councilman Fox, *seconded* by Councilwoman Cave to approve the *Regular Meeting Minutes* held on March 26, 2024, as presented.

Members Vote was as follows:

**YEA:** Vice Mayor Kite  
Councilwoman Cave

**NAY:** None

Councilman Fox  
Councilman Lowe  
Councilman Pierce

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

**ABSENT**:

**VOTE: Unanimous in favor of motion**

### **APPROVAL OF BILLS**

A *motion* was made by Councilman Vice Mayor Kite, *seconded* by Councilman Pierce, to approve the bills, dated **March 12, 2024**, in the **Combined Accounts Disbursements Warrants #41951 - #41979** in the amount of **\$133,100.43**, as presented.

Members Roll Call Vote was as follows:

<b>YEA:</b> Vice Mayor Kite	<b>NAY:</b> None
Councilwoman Cave	
Councilman Fox	
Councilman Lowe	
Councilman Pierce	
Councilman Reisinger	

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

**ABSENT:** None

**VOTE: Unanimous in favor of motion**

### **TREASURER'S REPORT**

A *motion* was made by Councilman Fox, *seconded* by Councilman Lowe, to approve the **April 09, 2024** Treasurer's Report, submitted by Treasurer Christl Huddle, in the amount of **\$2,539,916.71** as presented.

Members Roll Call Vote was as follows:

<b>YEA:</b> Vice Mayor Kite	<b>NAY:</b> None
Councilwoman Cave	
Councilman Fox	
Councilman Lowe	
Councilman Pierce	
Councilman Reisinger	

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

**ABSENT:**

**VOTE: Unanimous in favor of motion**

**CORRESPONDENCE**

Phil Thompson from Virginia Regional Transit applied for grant funding through the department rail and public transportation. Study area needs solutions for travel to medical centers, grocery stores, appointments for the elderly and the disabled. Mr. Thompson would like to speak to the Town of Shenandoah if they would take part in public engagement meetings and funding.

**WATER AND SEWER**

(Chair Kite, Councilwoman Cave, and Councilman Lowe)

Town Manager Charlie Jenkins stated Maryland Avenue construction is moving along. The main manhole was replaced, and they are now replacing 104 feet of line. Once replaced they will move to the next section.

**STREETS & PUBLIC PROPERTY**

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

Received a memo from Town Manager Charlie Jenkins regarding replacing the sidewalk along Virginia Avenue. The estimated cost is \$6000.00. After a brief discussion, Council unanimously approved the cost of replacing the sidewalk.

The town will proceed with the project. A *motion* was made by Vice Mayor Kite, *seconded* by Councilwoman; Cave to approve replacing the sidewalk along Virginia Avenue a cost of around \$6000.00

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

**NAY:** None

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

**ABSENT:** None

**VOTE:** Unanimous in favor of motion

**POLICE, SAFETY & JUDICIAL**

(Chair Kite, Councilman Lowe, and Councilman Reisinger)

None during this period.

**TAXATION & FINANCE**

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

Received a memo from Town Manager Charlie Jenkins regarding the budget spending and how to lower the costs. Currently to Balance the budget, \$82833.00 is needed. Ideas were present on how to raise funds and to increase savings for future projects.

### **PARKS & RECREATION**

(Chair Reisinger, Councilman Lowe and Pierce)

Received a memo from Councilman Reisinger and Councilwoman Cave, they are meeting with Kirk Comer Monday to discuss the Tennis and Ballfield funds and ideas to improving the tennis courts. Councilman Reisinger would like to meet with Brenda Haggett in the future to discuss plans to improve the landscape near the old truck at Big Gem Park. Town Manager Charlie Jenkins suggested having the truck moved back and expand parking. Also suggested was to plant pine trees in the future ballfield area if it is not going to be used. Councilman Fox inquired about parking at the Tennis Courts in the future if they decided to construct a third tennis court as there is limited area now for parking. Town Mayor Lucas and Councilwoman Cave suggested improving the tennis court in Town.

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

(Chair Cave, Councilmen Lowe and Pierce)

Chair Cave informed Council the developers are moving forward with rezoning the properties on First Street.

### **COMMUNITY SERVICE**

(Chair Kite, Councilwoman Cave and Councilman Pierce)

Town Manager Charlie Jenkins informed Council The Community Enhancement winner plaques for the museum has been ordered. Councilwoman Cave stated she discussed home improvements within the Town with Diane Shifflett.

### **PERSONNEL**

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

Received a memo from Town Manager Charlie Jenkins regarding Wastewater Treatment Operator Nick Chacon for his State credentials. Rural Water has a program to help study and the cost is \$3500.00 per year and it could take up to four years to get both licenses. With water testing first. Wastewater Treatment Plant Manager Trey Pendleton and Public Works Director T.A. Pendleton would like to work with Nick Chacon first to get him some on-the-job training. They would like to get at least 2000 hours of training in. The estimated cost for the required books would be \$500.00 and each test is \$125.00.

### **UNFINISHED BUSINESS**

None during this period

**NEW BUSINESS**

None during this period

**TOWN MANAGER'S REPORT**

Town Manager Charlie Jenkins stated smoke testing was done on Maryland Avenue and Fifth Street. Smoke was coming out of concrete culvert. We identified the problem with the bottom of concrete culvert has eroded away and it's going to be a difficult process to fix. Town Councilwoman Cave stated there is standing water in the drainage ditch and it's not completely drying up. Town Manager Charlie Jenkins stated about recouping the legal fees on the recent suit that the Commonwealth of Virginia prohibits lawyer fees from being recouped for this type of suit. If we paid someone to clean it up, we could recoup the cost. Town Manager Charlie Jenkins stated VDOT street swept the Town roads First Street and up and down 340 and leaf blew the sidewalk all the way to south 340.

Town Manager Charlie Jenkins states an agreement in the past was made with The Page County Landfill to haul truckloads of sludge to the Page County Landfill. Page County decided to no longer haul sludge for the town. Public Works is going to now haul the sludge. Town Manager Charlie Jenkins stated during the two weeks of Spring Clean Up, several truckloads of trash were hauled off to the Page County Landfill. Town Manager Charlie Jenkins stated The Assembly of God Church was rezoned last year to allow Apartments but now the new renter/owner wants the building to be a church again. Due to rezoning, they will need a special use permit.

**MAYOR'S REPORT**

The Recreation League is having opening day on Saturday April 13, 2024 9:00 a.m.

**FOR THE GOOD OF THE TOWN**

Lester Hensley spoke on his concern over the budget and possible raises in rates. He suggested cutting costs in personnel, vehicle use, and other areas to save money.

Diane Shifflett spoke about parking concerns at Rudy's Diner.

She suggested no parking signs at the subdivision entrance across from Rudy's Diner.

Diane Shifflett stated people are parking across the street and walking across 340 to eat at the diner. She is concerned for their safety. Diane Shifflett spoke about Office Sargeant not being in Town while on duty. Diane Shifflett spoke to the Town Council about VDOT paving Virginia Avenue and would like to see her parking area cleaned and patched. Town Manager Charlie Jenkins stated VDOT will pave only up to the curb. Diane Shifflett spoke about parking at the Post office to clarify whom she had spoken to in the past. Diane Shifflett stated would like to see convenient parking for the elderly and the disabled access handicap parking.

Brenda Haggett spoke about the ability to show what line-item approved bills are going towards, as well as what the budget amount for that line is.

Mary Queen spoke about the open invitation to City Elders prayer time at Kibler Library at 7:00p.m. every other Monday night. The next meeting will be on April 22, 2024. Kibler Library is located at 140 E. Main Street Stanley, VA 22851.

**ADJOURN**

There being no further discussion, a ***motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Reisinger, to adjourn the meeting at 8:13 p.m.

Members Vote was as follows:

**YEA:** Vice Mayor Kite

**NAY:** None

Councilwoman Cave

Councilman Fox

Councilman Lowe

Councilman Pierce

Councilman Reisinger

**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