

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
November 12, 2024**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, November 12, 2024 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; 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; Lt. Brandon Morris, Shenandoah Police Department; and Angie Schrimsher, Town Clerk.

Citizens present were: Gary Taylor (Red) Brenda Haggett, Brittaney Sutherland, Freddie Kite, Robert Zirkle, Sue Zirkle, Ana Maria Mendez, and Bruce Ritchie.

Media Representatives: None

AWARD PRESENTATION

None during this period

RECEIVING OF VISITORS

None during this period

OCTOBER 22, 2024 REGULAR MEETING MINUTES

A *motion* was made by Councilman Fox, *seconded* by Councilman Reisinger, to approve the *Regular Meeting Minutes* held on October 22, 2024, as presented.

Members Vote was as follows:

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

APPROVAL OF BILLS

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to approve the bills, dated **November 12, 2024**, in the **Combined Accounts Disbursements Warrants #42502 - #42555** in the amount of **\$158,371.68** as presented.

Members Roll Call Vote was as follows:

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

TREASURER'S REPORT

A *motion* was made by Councilman Fox, *seconded* by Vice Mayor Kite, to approve the **November 12, 2024** Treasurer's Report, submitted by Treasurer Christl Huddle, in the amount of **\$1,969,472.51**, as presented.

Members Roll Call Vote was as follows:

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

CORRESPONDENCE

#1 –Received the October 2024 Shenandoah Police Department Activity Log for review.

#2 – Received the October 2024 Shenandoah Police Department Vehicle Gas Log for review.

#3 - Corrected October 22, 2024 minutes for the good of the Town. Where Diane Shifflet spoke about Liability for the Town with Rental Space (Gym) not having two emergency exits. Diane Shifflett also noted that the NS Railroad no parking sign was updated after being contacted by the Town Manager Charlie Jenkins and now the Town would be liable for injuries suffered while trespassing on the NS Yard Lot.

#4 - Received Ordinance to Enact Section 42-306 of Article VII, Chapter 42 of the Shenandoah Town Code.

A *motion* was made by Vice Mayor Kite, *seconded* by Councilwoman Cave, to approve the Ordinance to Enact Section 42-306 of Article, VII, Chapter 42 of the Shenandoah Town Code.

Members Roll Call Vote was as follows:

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

#5 – Town of Shenandoah Museum and Welcome Center Curator, Lora Jenkins reported 166 visitors came to the Museum and Welcome Center in October. This includes the 26 attendees who came to the Ghost Stories on October 19th 2024. On October 10th the train sculpture, fabricated by Robert and Donovan Drain, was installed outside the Museum. It has been well received. An O. Winston Link print (Luray Crossing, Virginia, 1955) was donated by John and Sandra Hammel to be raffled off to benefit the Museum, One raffle ticket is \$1.00 or 6 tickets for \$5.00 The drawing will be held on December 19th 2024.

#6- Received a flyer regarding the Fall 2024 TRIAD Conference. TRIAD is a cooperative effort of law enforcement agencies, senior citizens, and senior organizations, that are focused on reducing crimes against our most vulnerable citizens: our seniors. On November 21, 2024 at Christ United Methodist Church, located at 211 Central Avenue, Shenandoah, VA, they are offering a presentation for the Seniors about crime and safety. Check in time is from 8:00 – 9:00 a.m. And the program is from 9:00 a.m. – 1:30 p.m. Transportation is free with pickup locations

in Stanley & Luray. Anyone interested can contact them via phone at 540-843-3305, email clafkin-coffman@pagesheriff.com or go to their Facebook page: <https://www.facebook.com/PageCountyTriad/>

#7- Received a flyer regarding the Christmas Decorating Contest in the Town of Shenandoah. This contest is for homes and businesses with first place receiving a \$75 gift card, second place a \$50 gift card, and third place a \$25 gift card. Please contact Lora Jenkins, Event Coordinator, at (540) 652-8773 or ljenkins@townofshenandoah.com to have your home/business added to the list by no later than 5:00 p.m. on December 4th. Winners will be announced at the Town's Christmas Tree Lighting on December 14th at Big Gem Park at 6:00 p.m.

#8 - Received a flyer from the Town of Shenandoah Museum and Welcome Center - Meet Santa at the Town of Shenandoah Museum on December 7th 2024. Santa will be at the Museum and Welcome Center from 10:30a.m. to 12:00 p.m. and 1:00 p.m.-4:00 p.m. at 507 First Street Shenandoah, VA 22849. Bring your camera.

#9 - Received a flyer regarding the Evangelical Presbyterian Church Handbell Teams performing at the Town of Shenandoah Museum and Welcome Center on December 9th, 2024 at 6:30 p.m. Light refreshments will follow. The Town of Shenandoah Museum and Welcome Center is located at 507 First St., Shenandoah, VA.

#10 – Received a flyer announcing the annual Town of Shenandoah Christmas Tree Lighting on December 14th, 2024 at 6:00 p.m. at Big Gem Park. There will be candy canes handed out, as well as hot chocolate, marshmallow roasting, and Santa! Winners of the Town's Christmas Decorating Contest will be announced. Big Gem Park is located at 736 Fourth St., Shenandoah, VA.

#11 - Received a flyer about the 17th Annual Stevens Cottage Lamplight Dinner, Sponsored by the Shenandoah Heritage Center. The dinner is being held on Saturday, December 14th, 2024 with seating at 6:00 p.m. Cost is \$30 per person and seating is limited. There will be a five course dinner to include shrimp cocktail, soup, salad, roast pork loin and more. Please contact Nancy Karnes at (540) 742-1141 to reserve your seat. Proceeds to benefit restoration projects at Stevens Cottage.

#12 - Received a flyer about the Town of Shenandoah Museum and Welcome Center having a mailbox for Santa outside the Museum from November 29th – December 18th. Come inside the Museum to receive a special letter and envelope. The Town of Shenandoah Museum and Welcome Center is located at 507 First St., Shenandoah, VA and the hours of operation at Monday – Saturday from 10:00 a.m. – noon, 1:00 p.m. – 5:00 p.m.

#13 - Received a Proposal from Trumbo Electric for the installation of a new, NEMA, size 2 starter to replace the existing one. The current starter has recently been having intermittent failures. The cost for furnished materials and labor is \$2580.00.

A ***motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Reisinger, to approve the purchase of a new NEMA, size 2 starter from Trumbo Electric to replace the current starter at a cost of \$2,580.00.

Members Roll Call Vote was as follows:

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

#14 - Received a memo from Town Manager Charlie Jenkins for the repair of the backhoe. While excavating topsoil dirt, the face of the dirt pile collapsed onto the back of the backhoe, shattering the rear window frame. The estimated cost of repair is around \$5000.00, and we have turned it into our insurance. We do have a \$500.00 deductible. The operator was not injured.

A ***motion*** was made by Councilman Lowe, ***seconded*** by Councilman Reisinger, to approve payment to the Town's insurance a \$500.00 deductible for the repairs to the backhoe.

Members Roll Call Vote was as follows:

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

#15 - Received a memo for VML News Elected Officials Conference with FOIA/COIA training being held January 8, 2025. The Elected Officials Conference is a valuable training and networking opportunity for newly elected and veteran local officials from across the Commonwealth. This in-person event is offered to local officials and staff from VML member localities. The conference will include sessions on the Freedom of Information Act (FOIA) and Conflict of Interest Act (COIA). This Conference is being held at The Place at Innsbrook in Glen

Allen, VA. The program is scheduled to begin at 9:00am and conclude by 4:00pm. For more information or to register, contact Rob Bullington, rbullington@vml.org

#16 – Received a flyer regarding Local Government Day on January 30, 2025. The Virginia Municipal League invites its members to the VML Local Government Day. This is the day when all VML's member cities, towns, and counties will come together and advocate on behalf of our communities. This will be held at the Hilton Richmond Downtown, 501 East Broad Street, Richmond, VA. Reserve rooms under the VML block by calling 804-344-4300 and ask for Virginia Municipal League block room. The cut off is January 5, 2025. Schedule Morning-Briefing and reports from VML staff. Afternoon make plans to meet with your legislators and attend committee meetings. Evening-Join us for a reception! VML contact Rob Bullington, rbullington@vml.org

WATER AND SEWER

(Chair Kite, Councilwoman Cave, and Councilman Lowe)

Town Manager Charlie Jenkins reported three water leaks on Ninth Street. Twelve feet of water had been lost in the green water tank and on the ground.

Councilman Fox inquired if the water haulers could collect water?

Town Manager Charlie Jenkins stated wells have not rebounded and because of the drought in the past, we should hold off on opening the water hauling station.

STREETS & PUBLIC PROPERTY

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

Town Manager Charlie Jenkins stated paving will start next week on Ninth Street. He noted on 340 some areas will need to be rolled out by a certified paver and he is waiting on return calls.

Councilman Pierce inquired about the four cameras being placed around Town.

Town Manager Charlie Jenkins stated the poles are set up for the cameras, however, one of the cameras had to be moved due to a shadow of a tree blocking the view.

POLICE, SAFETY & JUDICIAL

(Chair Kite, Councilman Lowe, and Councilman Reisinger)

Lieutenant Brandon Morris stated the Police Car went back into the shop for repairs. He informed Council the new fenders didn't line up and aftermarket parts were installed. He also noted they had requested Mopar fenders. Lieutenant Brandon Morris also stated the radiator over flowed as well as the drive axles broke on the front of the car.

Lieutenant Brandon Morris added the three Officers who were off duty are now back on duty.

TAXATION & FINANCE

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

None during this period.

PARKS & RECREATION

(Chair Reisinger, Councilman Lowe and Pierce)

None during this period.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chair Cave, Councilmen Lowe and Pierce)

Councilwoman Cave stated the Town would like to apply for a \$50,000 Hometown Grant through T-Mobile. She noted there will be an informal meeting on December 4th 2024 at 7:00 p.m. to discuss ideas and plans for the first quarter of 2025 as well as to talk about projects to build, rebuild or refresh Community spaces. Bringing the Community together is the theme for the Grant.

COMMUNITY SERVICE

(Chair Kite, Councilwoman Cave and Councilman Pierce)

None during this period.

PERSONNEL COMMITTEE

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

Town Manager Charlie Jenkins stated this time of the year employees are taking off and using vacation time.

UNFINISHED BUSINESS

Town Manager Charlie Jenkins last meeting spoke about the vacant cars on Shenandoah Avenue, noting all cars' tags and inspections are current. Town Manager Charlie Jenkins informed Council due to health problems, Hunter Lucke is not able to have vehicles repaired at this time Council decided to give Hunter Lucke more time.

NEW BUSINESS

Councilman Fox inquired about adding a four foot fence at the southside of the Museum. Town Manager Charlie Jenkins will contact the Railroad about this.

TOWN MANAGER'S REPORT

None during this period

MAYOR'S REPORT

None during this period.

FOR THE GOOD OF THE TOWN

Brittaney Sutherland inquired about the white vehicle that has been sitting at the Shenandoah Car Wash, noting it has been sitting for about a month.

Freddie Kite mentioned he cannot hear the audio at the Town Meetings.

There being no further discussion, a ***motion*** was made by Vice Mayor Kite, ***seconded*** by Councilwoman Cave, to adjourn the meeting at 7:50 p.m.

Members Vote was as follows:

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

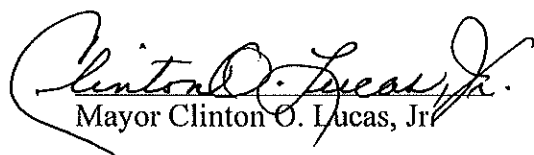
NAY: None

ABSTAIN: Mayor Clinton O. Lucas

ABSENT: None


VOTE: Unanimous in favor of motion

APPROVED:



Clinton O. Lucas, Jr.
Mayor Clinton O. Lucas, Jr.

ATTESTED:



Angela Schrimsher
Angela Schrimsher, Town Clerk