

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
JUNE 24, 2025**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, June 10, 2025, at 7:10 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.; Council Members Denise Cave; Lynn Fox; Brenda Haggett; I. Michael Lowe; and Christopher Reisinger.

Council Members absent were: Vice Mayor William Kite;

Other Town Officials present were: Charles Jenkins, Town Manager; Rodney Hensley, Shenandoah Police Lieutenant; and Angie Schrimsher, Town Clerk.

Citizens present were: None

Media Representatives: None

AWARD PRESENTATION

Community Enhancement Award for the 2nd quarter goes to John and Jamie Shifflett at 417 Seventh Street. They received a \$50.00 gift certificate to a local Town business.

RECEIVING OF VISITORS

None during this period.

JUNE 10, 2025 REGULAR MEETING MINUTES

A *motion* was made by Council Member Lowe, *seconded* by Council Member Fox to approve the *Regular Meeting Minutes* held on June 10, 2025, as presented.

Members Vote was as follows:

YEA: Council Member Cave
Council Member Fox
Council Member Haggett
Council Member Lowe
Council Member Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr
ABSENT: Vice Mayor Kite
VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

A *motion* was made by Council Member Fox *seconded* by Council Member Reisinger, to approve the bills, dated **June 24, 2025**, in the **Combined Accounts Disbursements Warrants #43082 - #43119** in the amount of **\$186,833.65** as presented.

Members Roll Call Vote was as follows:

YEA: Council Member Cave	NAY: None
Council Member Fox	
Council Member Haggett	
Council Member Lowe	
Council Member Reisinger	

ABSTAIN: Mayor Clinton O. Lucas, Jr.
ABSENT: Vice Mayor Kite
VOTE: Unanimous in favor of motion

TREASURERS REPORT

A *motion* was made by Council Member Haggett, *seconded* by Council Member Fox, to approve the **June 17, 2025**, Treasurer's Report, submitted by Treasurer Christl Huddle, in the amount of **\$2,442,038.34** as presented.

Members Roll Call Vote was as follows:

YEA: Council Member Cave	NAY: None
Council Member Fox	
Council Member Haggett	
Council Member Lowe	
Council Member Reisinger	

ABSTAIN: Mayor Clinton O. Lucas, Jr.
ABSENT: Vice Mayor Kite
VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1-Received a memo from Treasurer Christi Huddle regarding the Fiscal Year 2024-2025 Budget having included a Capital Outlay line item to “Replace Existing W/S Lines” in the amount of \$130,000. She noted less than 10% of the budgeted amount was used during the year, due to the availability of ARPA funds. Treasurer Christi Huddle would like to transfer the remaining amount of approximately \$119,000, from the General Checking Account to the Capital Improvement Checking Account designated for water and sewer line replacement. This will preserve these funds for future use.

A ***motion*** was made by Council Member Fox, ***seconded*** by Council Member Reisinger to approve the transfer of approximately \$119,000 from the General Checking Account to the Capital Improvement Checking Account.

Members Vote was as follows:

YEA: Council Member Cave Council Member Fox Council Member Haggett Council Member Lowe Council Member Reisinger	NAY: None
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ABSTAIN: Mayor Clinton O. Lucas, Jr

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

#2-Received an estimate from Stoneburner for the reconstruction of the River Park bathroom roof in the amount of \$1,337.43.

A ***motion*** was made by Council Member Lowe, ***seconded*** by Council Member Fox to approve the estimate from Stoneburner to reconstruct the River Park bathroom roof in the amount of \$1,337.00.

Members Roll Call Vote was as follows:

YEA: Council Member Cave Council Member Fox Council Member Haggett Council Member Lowe Council Member Reisinger	NAY: None
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ABSTAIN: Mayor Clinton O. Lucas, Jr

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

#4-Received a memo for approval of additional work from Hensil Good and Sons Paving. At the March 25, 2025 Council meeting, the \$2800.00 bid from Hensil Good and Sons Paving was approved for work on Junior Avenue. Hensil Good and Sons Paving submitted an invoice on June 21, 2025 for completed work on Junior Avenue, as well as Tenth Street and Virginia Avenue. The scope of work done on Junior Avenue exceeded the original estimate.

A ***motion*** was made by Council Member Fox, ***seconded*** by Council Member Haggett, to approve \$1800.00 for the additional cost for the Junior Avenue, Tenth Street and Virginia Avenue paving work.

Members Roll Call Vote was as follows:

YEA: Council Member Cave
Council Member Fox
Council Member Haggett
Council Member Lowe
Council Member Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

#5-Received a memo from the Page County Transit Feasibility Study service options. The estimate cost of this would be \$417,000.

#6-Received a memo discussing revisions to the Home Occupation Business License permit process. After further discussion, more information is needed to proceed. Will be discussed at the next meeting.

#7-Received a memo and invoice from Bradford Morris of JTM Excavating: 1: For replacing the 8-inch line from Fourth Street to Fifth Street Alley due to root infestation and pipe issues at a cost of \$17,600.00. 2: The main sewer line at A Street Alley has had repeated issues with slow flow and clogging due to roots and the cost is around \$25,348.70. 3: At Forest Knolls there is a utility line needing to be cleared of trees and brush, noting this line has not been cleaned since installation and the cost is around \$5000.00. 4: At Marcus Street and Route 340 intersection, to replace the water line, there is a need to bore under the roadway and the cost for this would be approximately \$10,592.30. The total cost for all these would be approximately \$58,541.00.

A ***motion*** was made by Council Member Fox, ***seconded*** by Council Member Lowe, to approve the invoices from Bradford Morris of JTM Excavating in the amount of \$58,541.00 for work mentioned above.

Members Roll Call Vote was as follows:

YEA: Council Member Cave
Council Member Fox
Council Member Haggett
Council Member Lowe
Council Member Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

#-8 Received a memo for Ordinance Re-Enacting Article V, Transient Occupancy Tax.

AN ORDINANCE RE-ENACTING ARTICLE V TRANSIENT OCCUPANCY TAX

The Town Ordinance for Transient Occupancy Tax (Article V, Chapter 62) needs to be revised per HB2383 by July 1, 2025.

The previous version of Article V- Lodging Tax, Chapter 62 of the Town Code is repealed in its entirety and re-enacted as Article V-Transient Occupancy Tax, Chapter 62, Sections 186-200.

A ***motion*** was made by Council Member Fox, ***seconded*** by Council Member Cave, to approve the Ordinance for Re-Enacting Article V, Transient Occupancy Tax, Chapter 62, Sections 186-200..

Members Roll Call Vote was as follows:

YEA: Council Member Cave
Council Member Fox
Council Member Haggett
Council Member Lowe
Council Member Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

#9-Received a letter from Page County Public Schools asking for funding for an Atlas Outdoor LED sign. The council declined to provide funding.

WATER AND SEWER

(Chair Kite, Council Member Cave, and Council Member Lowe)

Council Member Fox inquired when the water tanks are due for cleaning.

Town Manager Charlie Jenkins stated the blue tank had an on-sight inspection and passed. The green tank on Twelfth Street is on hold until the new well pump is done to keep it pressurized.

STREETS & PUBLIC PROPERTY

(Chair Fox, Vice Mayor Kite, and Council Member Lowe)

Chair Fox inquired about the old thrift store at the South end of Town and it being in need of mowing.

Town Manager Charlie Jenkins stated that the property owner has been notified.

Chair Fox spoke about the old pharmacy property that needs to be cleaned up.

Town Manager Charlie Jenkins will contact the owners.

Chair Fox inquired about the two inoperable vehicles on Shenandoah Avenue.

Town Manager Charlie Jenkins noted that both vehicles are now properly tagged.

POLICE, SAFETY & JUDICIAL

(Chair Kite, Council Member Lowe, and Council Member Reisinger)

Council Member Cave inquired about the feral cat problem in Town. She asked Police Lieutenant Rodney Hensley if he could ask Cat's Cradle if they knew of any organizations that could help.

TAXATION & FINANCE

(Chair Fox, Vice Mayor Kite, and Council Member Haggett)

None during this period.

PARKS & RECREATION

(Chair Haggett, Council Member Lowe and Council Member Reisinger)

Council Member Fox inquired about a fence for the dog park.

Town Manager Charlie Jenkins stated we would source quotes for a fence.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chair Cave, Council Member Lowe and Council Member Haggett)

Chair Cave spoke about the Town having received notice about the meat packaging plant closing date being moved from June to August.

Chair Cave spoke about the T-Mobile grant application for the Tennis Courts was submitted.

COMMUNITY SERVICE

(Chair Kite, Council Member Cave and Council Member Haggett)

Town Manager Charlie Jenkins mentioned John and Jamie Shifflett were nominated for the Community Enhancement award for the second quarter and had received their award earlier in the meeting.

PERSONNEL COMMITTEE

(Chair Reisinger, Council Member Cave, Council Member Lowe and Council Member Haggett)

Town Manager Charlie Jenkins spoke about advertising a part-time job opening with Public Works.

UNFINISHED BUSINESS

Town Manager Charlie Jenkins spoke about PHI is the only air care that carries employee membership in the area.

NEW BUSINESS

Town Manager Charlie Jenkins spoke about the recent passed Acts of the General Assembly. They have changed the ability for Towns to acquire vacant buildings that have been vacant for 5 years and have outstanding taxes.

Town Manager Charlie Jenkins mentioned under the comprehensive plans of zoning state wants the Town to consider tiny homes and accessory dwellings.

TOWN MANAGER'S REPORT

None during this period.

MAYOR'S REPORT

Mayor Clinton Lucas asked the council to purchase 20 American Flags for the holidays.

A *motion* was made by Council Member Lowe, *seconded* by Council Member Fox to approve the purchase of 20 American flags for the holidays.

Members Roll Call Vote was as follows:

YEA: Council Member Cave
Council Member Fox
Council Member Haggett
Council Member Lowe
Council Member Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr

ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

FOR THE GOOD OF THE TOWN

None during this period.

ADJOURN

There being no further discussion, a ***motion*** was made by Council Member Lowe, ***seconded*** by Council Member Cave, to adjourn the meeting at 8:41 p.m.

Members Vote was as follows:

YEA: Council Member Cave
Council Member Haggett
Council Member Lowe
Council Member Reisinger

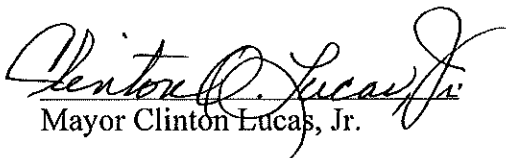
NAY: None

ABSTAIN: Mayor Clinton O. Lucas

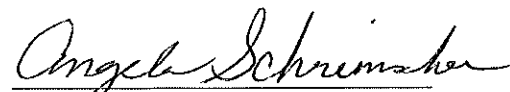
ABSENT: Vice Mayor Kite

VOTE: Unanimous in favor of motion

APPROVED:


Mayor Clinton Lucas, Jr.

ATTESTED:


Angela Schrimsher, Town Clerk