

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
March 23, 2021**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, March 23, 2021, 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; Councilmen Russell Comer, Jr.; Lynn Fox; Charles Jenkins; I. Michael Lowe; and Richard Pierce.

Council Members absent were: None.

Other Town Officials present were: Juanita Roudabush, Town Manager/MMC; Lora Jenkins, Town Clerk; Cindy Breeden, Town Treasurer; and Paul Davis, Police Chief.

Citizens present were: Gary Bauserman and James Shifflett.

Media Representatives: None.

AWARD PRESENTATION

Mayor Lucas presented the January 2021 Community Enhancement Award (Commercial) to River Oasis LLC. Gary Bauserman was present to accept the award.

Gary Bauserman stated James Shifflett was the contractor and was instrumental in the improvements.

RECEIVING OF VISITORS

There were no visitors signed up to speak during this period.

March 09, 2021 REGULAR MEETING MINUTES

A ***motion*** was made by Councilman Fox, ***seconded*** by Councilman Lowe, to approve the ***Regular Meeting Minutes*** held on March 09, 2021, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Fox
Councilman Jenkins
Councilman Lowe

NAY: None

Councilman Pierce

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

There being no questions, a ***motion*** was then made by Vice Mayor Kite, ***seconded*** by Councilman Comer, to approve the bills, dated **March 23, 2021**, in the **Combined Accounts Disbursement Warrants #39052 - #39085** in the amount of **\$86,453.59**.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

TREASURER'S REPORT

A ***motion*** was made by Councilman Comer, ***seconded*** by Councilman Pierce, to approve the March 19, 2021 Treasurer's report, submitted by Cindy Breeden, in the amount of \$2,253,363.83, as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1 – Mayor Lucas and Council received an invoice in the amount of \$92,213.00 from Burner Well Drilling, Inc for drilling a new well.

Councilman Pierce stated Burner Well Drilling has rounded down the bill to \$90,000.00.

Town Manager Roudabush stated there is a 2% discount if the Town pays the bill early.

Councilman Fox asked if the well was ready to be pumped?

Town Manager Roudabush stated the Health Department has to provide written confirmation to proceed to the next step. Town Manager Roudabush stated the Health Department will be coming to inspect all the wells on Thursday, March 25, 2021.

Councilman Comer stated the cap to the new well needs to be welded as soon as possible.

Following a brief discussion, a ***motion*** was made by Councilman Jenkins, ***seconded*** by Councilman Pierce, to pay Burner Well Drilling, Inc. in the amount of \$92,213.00. Authorized payment to be transferred from the Utility Capital Improvement checking account to the Utility Fund. Burner Well Drilling will give the Town a discount if payment is made early.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

Town Manager Roudabush stated the property around the well has not been surveyed and it should be surveyed to know where the property lines are located for the fence.

A ***motion*** was made by Councilman Fox, ***seconded*** by Vice Mayor Kite, to authorize Town Manager Roudabush to get the property around the well surveyed.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Fox

NAY: None

Councilman Jenkins
Councilman Lowe
Councilman Pierce

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

#2 – Mayor Lucas and Council received a flyer advertising a “Back The Blue” ride through Rockingham and Page County to show support and appreciation for Law Enforcement. The ride will be on May 8th starting at the Elkton Community Center. The event is no charge. Registration is at 10:00 a.m., kickstands up at 11:00 a.m.

#3 – Mayor Lucas and Council received a price for a Police In-Car Camera repair in the amount of \$791.90.

Councilman Jenkins asked what broke on the Police In-Car Camera?

Chief Davis said the mother board went bad.

A ***motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Lowe, to repair the Police In-Car Camera in the amount of \$791.90. Authorized payment to be paid from the General Capital Outlay Police Equipment budgeted line item.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

#4 – Chief Davis stated he realized after four Shenandoah Police officers helped track down the assailant who shot Stanley Police Officer Nick Winum, the existing police equipment was inadequate for such a scenario.

Councilman Fox asked if the Police Department needed seven guns?

Chief Davis stated each officer would receive a gun to prevent delays in coming back to the station for shared guns.

Town Manager Roudabush stated the vests could possibly be reimbursed from a grant, if the Police Department applies.

Councilman Jenkins asked how do the gun locks work?

Chief Davis stated they are mounted between the seats.

Councilman Pierce asked if the gun locks were good for any rifle?

Chief Davis stated the gun locks are good for any long gun.

Councilman Jenkins asked how the Police Department would be trained with the new guns?

Chief Davis stated they have a firearms instructor who is qualified to train them with the new guns.

Councilman Jenkins asked if the Police Department had ballistic shields?

Town Manager Roudabush stated the next FY budget has one ballistic shield budgeted.

A ***motion*** was made by Councilman Pierce, ***seconded*** by Vice Mayor Kite, to purchase Police Safety Equipment in the amount of \$22,588.02. Authorized payment to be transferred from General Capital Improvement checking account to the General Fund.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

The following is a breakdown of the Police Safety Equipment to be purchased for seven officers:
Gun Sights: \$1,680.00, Vehicle Gun Locks: \$2,450.00, Guns: \$9,799.65, Vests w/plates: \$8,658.37.

For a total of: \$22,588.02

#5 – Town Manager Roudabush stated the Sewer Plant needed the pH meter because the permit requires that the Town have two.

There being no questions, a ***motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman

Fox, to purchase the Sension+pH Portable pH/ORP Meter in the amount of \$759.00. Authorized payment to be taken from the Utility Capital Outlay Sewer Plant budgeted line item.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite Councilman Comer Councilman Fox Councilman Jenkins Councilman Lowe Councilman Pierce	NAY: None
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ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

WATER & SEWER

(Chairman Kite and Councilmen Jenkins and Lowe)

Councilman Jenkins asked where the leak originated on Eighth Street?

Town Manager Roudabush stated it was from the main line.

Mayor Lucas asked if the cloudy water was from the Eighth Street leak?

Town Manager Roudabush stated the cloudy water was from the Eighth Street leak and the drilling of the new well.

Councilman Jenkins stated it should be top priority to fix the leak near the Shenandoah Fire Department.

STREETS & PUBLIC PROPERTY

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

Councilman Fox asked if a letter was sent to the resident with an illegal driveway on Junior Avenue.

Town Manager Roudabush stated the driveway goes over multiple properties and the Town will need to find out who owns the property to send out letters.

Town Manager Roudabush stated Hensil Good Paving finished four patches on Pulaski Avenue, in Forest Knolls and in Eppard's subdivision. He will soon start on the over \$100,000 paving projects on J Street, Carol Avenue, both sections of Coverstone Alley and Kenesaw Avenue.

POLICE, SAFETY, & JUDICIAL

(Chairman Kite and Councilmen Jenkins and Comer)

Chief Davis stated he is very appreciative for the communities overwhelming show of support for the Police Department after the death of Stanley Police Officer Nick Winum.

TAXATION & FINANCE

(Chairman Pierce and Councilmen Fox and Kite)

Council was presented with a proposed ordinance defining the basis for tax assessment establishing the Real Estate and Mobile Home tax rates.

**AN ORDINANCE DEFINING THE BASIS FOR TAX ASSESSMENT
AND ESTABLISHING THE TAX RATE FOR 2021
SHENANDOAH CORPORATION TAXES**

BE IT ORDAINED, per Virginia State Code 58.1-3010 and 58.1-3000 and by the Council of the Town of Shenandoah, Virginia that:

1. The dollar assessment values established by the Commissioner of the Revenue of Page County, Virginia for Real Estate owned as of January 1, 2021, shall be used by the Town of Shenandoah for 2021 Corporation Tax purposes.
2. The Tax Rate assessed for 2021 will be:

REAL ESTATE.....\$0.31 Per Hundred

MOBILE HOMES.....\$0.31 Per Hundred

ENACTED by the vote of the Town Council of the Town of Shenandoah, Virginia, on the 23rd day of March, 2021; the following members being present and voting as shown below:

There being no questions, a ***motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Pierce, to adopt an ordinance defining the basis for tax assessment and establishing the Real Estate and Mobile Home tax rates for 2021, as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Fox
Councilman Jenkins
Councilman Lowe

NAY: None

Councilman Pierce

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

Council was presented with a proposed ordinance defining the basis for tax assessment and establishing the Machinery and Tools and Personal Property tax rates for 2021.

**AN ORDINANCE DEFINING THE BASIS FOR TAX ASSESSMENT
AND ESTABLISHING THE TAX RATE FOR 2021
SHENANDOAH CORPORATION TAXES**

BE IT ORDAINED, per Virginia State Code 58.1-3010, 46.2-752, and by the Council of the Town of Shenandoah, Virginia that:

1. The dollar assessment values established by the Commissioner of the Revenue of Page County, Virginia for tangible Personal Property and Machinery and Tools owned as of January 1, 2021, shall be used by the Town of Shenandoah for 2021 Corporation Tax purposes.
2. The Tax Rate assessed for 2021 will be:
UNEXEMPT TANGIBLE PERSONAL PROPERTY...\$0.40 Per Hundred
 - Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief
 - Personal use vehicles valued at \$1,001 to \$20,000 will be eligible for a tax relief at a percentage rate which will be decided by the Town Manager and Treasurer after vehicle totals are assessed by the Commissioner of Revenue and edited to see what percentage rate will apply.
 - Personal use vehicles valued at \$20,001 or more shall only be eligible for a tax relief at a percentage rate which will be decided by the Town Manager and Treasurer after vehicle totals are assessed by the Commissioner of Revenue and edited to see what percentage rate will apply on the first \$20,000 of value.

MACHINERY and TOOLS.....\$0.40 Per Hundred

VEHICLE LICENSE FEES - CARS.....\$25.00 EACH

VEHICLE LICENSE FEES - TRUCKS.....\$25.00 EACH

VEHICLE LICENSE FEES - TRAILERS.....\$25.00 EACH

VEHICLE LICENSE FEES - CAMPERS.....\$25.00 EACH

VEHICLE LICENSE FEES - MOTORCYCLE.....\$15.00 EACH

ENACTED by the vote of the Town Council of the Town of Shenandoah, Virginia, on the __23rd__ day of __March__, 2021; the following members being present and voting as shown below:

There being no questions, a ***motion*** was made by Councilman Comer, ***seconded*** by Councilman Lowe, to adopt an ordinance defining the basis for tax assessment and establishing the Machinery and Tools and Personal Property tax rates for 2021, as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite Councilman Comer Councilman Fox Councilman Jenkins Councilman Lowe Councilman Pierce	NAY: None
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ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

Town Manager Roudabush stated she attended a Zoom meeting with Senator Mark Warner about the American Rescue Plan. Guidelines for expenditures have not been made, but Senator Warner encouraged localities to submit wish list items now.

PARKS & RECREATION

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated some signs that denote parking only for trucks with trailers at the River Park have gone missing.

Town Manager Roudabush stated gravel has been placed on the roadway at the River Park and the Department of Game and Inland Fisheries will be contacted to spread gravel in the parking area, but they said their budgets are tight this year.

Councilman Pierce stated there should be short poles installed, so no one will be able to drive on the grass at the River Park.

Councilman Lowe asked why Big Gem Park's pond was muddy?

Chairman Jenkins stated it was from run off from the new well.

Chairman Jenkins stated the trustees from the Page County Jail are clearing downed trees over trails in Big Gem Park and are assisting with weed eating and general Park clean up.

Councilman Fox stated the dog park is muddy and suggested pulling a ditch to the drainage ditch would help.

Chairman Jenkins stated the new playground equipment for WigWam Village will be delivered on Wednesday, March 24. The equipment will be installed by Public Works, which saves the Town almost \$9,000.

Chairman Jenkins stated Girl Scouts are interested in earning their Gold Award and are looking for projects in the Town parks.

Mayor Lucas asked the Council to ride through the River Park and see where a good location for a small picnic shelter would be, so the Boy Scouts can start their Eagle Scout project.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chairman Jenkins and Councilmen Lowe and Pierce)

Chairman Jenkins stated the Page County Broadband Authority has an opening for a Town representative.

Chairman Jenkins stated Lady Virginia, LLC, a new short term rental, opened in Shenandoah. Lady Virginia LLC is located at 316 Trenton Avenue and can be rented through Airbnb.com.

Chairman Jenkins stated the 2019 Dodge 5500 paid mostly in part with a RUS Grant/Loan was in service. This truck also has a snow blade to help with snow removal of Town streets. The Town received \$14,200 in grant funds for the vehicles.

Town Manager Roudabush stated Nina Long Fox has joined the Page County Economic Development team and has visited the Town twice to meet with business owners.

COMMUNITY SERVICE

(Chairman Kite and Councilmen Jenkins and Pierce)

Mayor Lucas stated with warmer weather, Town residents and businesses will be making improvements and the Council should be on the lookout for nominees for the Community Enhancement Awards.

PERSONNEL

(Chairman Pierce and Councilmen Jenkins and Comer)

There was nothing to report during this period.

UNFINISHED BUSINESS

There was nothing to report during this period.

NEW BUSINESS

There was nothing to report during this period.

TOWN MANAGER'S REPORT

Town Manager Roudabush stated Public Works are currently renting a saw that cuts the road and would like to purchase one. Public Works had picked out three saws they thought would work well.

Councilman Fox stated he would like to know if any of the saws are American made.

Town Manager Roudabush stated she would find out and have more information in the packet for the next Council meeting.

MAYOR'S REPORT

There was nothing to report during this period.

FOR THE GOOD OF THE TOWN

There was nothing to report during this period.

ADJOURN

There being no further discussion, a ***motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Jenkins, to adjourn the meeting at 8:33 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Fox
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

Lora Jenkins, Town Clerk