

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
NOVEMBER 14, 2023**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, November 14, 2023, at 8:18 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; and Richard Pierce.

Also in attendance was Councilman-elect Christopher Reisinger who has not yet been sworn in. He is waiting on certification of the votes by the General Registrar.

Council Members absent were: None.

Other Town Officials present were: Juanita Roudabush, Town Manager/MMC; Charlie Jenkins, Assistant Town Manager; Paul Davis, Police Chief; and Tonya Southers, Town Clerk.

Citizens present were: Jaxon Staples, Jaylin Staples, Carol Zirkle, Robert Zirkle, and Dolores Lackovitch.

Media Representatives: Amos Thomas with ShenandoahNewz.com.

AWARD PRESENTATION

None during this period.

RECEIVING OF VISITORS

Dolores Lackovitch, representing the Shenandoah River Chapter of Daughters of the American Revolution, stated November is a month we recognize Veterans. She stated there were a few Veterans in attendance who she wanted to recognize and present with a certificate of appreciation. Those in attendance who were recognized include: Mayor Clinton O. Lucas, Jr.; Vice Mayor William Kite; Councilman Richard Pierce; Assistant Town Manager Charlie Jenkins; Media Representative from ShenandoahNewz.com Amos Thomas; and Robert Zirkle. Ms. Lackovitch thanked these men for their service and dedication to protecting our country.

October 24, 2023 REGULAR MEETING MINUTES

A *motion* was made by Councilman Pierce, *seconded* by Councilman Fox, to approve the *Regular Meeting Minutes* held on October 24, 2023, as presented.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

A ***motion*** was made by Vice Mayor Kite, ***seconded*** by Councilwoman Cave, to approve the bills, dated **November 14, 2023**, in the **Combined Accounts Disbursements Warrants #41585 - #41629** in the amount of **\$216,545.41**.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

Councilman Pierce inquired if the electric bills for the wells were still being reimbursed from North American Phillips.

Town Manager Roudabush stated since there was no recourse for this, they were no longer reimbursing the Town for the electric.

TREASURER'S REPORT

A ***motion*** was made by Councilman Fox, ***seconded*** by Councilman Lowe, to approve the **November 7, 2023** Treasurer's Report, submitted by Treasurer Cindy Breeden, in the amount of **\$2,622,743.84**, as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite

NAY: None

Councilwoman Cave
Councilman Fox
Councilman Lowe
Councilman Pierce

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1 – Received the October 2023 Vehicle Gas Log for review.

#2 – Received the October 2023 Shenandoah Police Department Activity Log for review.

#3 – Received the October 2023 Shenandoah Police Department Vehicle Gas Log for review.

#4 – Town of Shenandoah Museum and Welcome Center Curator, Lora Jenkins reported 172 visitors came to the Museum and Welcome Center in October. This included the 26 visitors who came for the Ghost Stories in the Museum on October 28th.

#5 – Received a memo from Councilman Pierce in regards to Shenandoah Police Officer Kevin Clem successfully passing his probation period on December 14, 2023. Councilman Pierce requested an authorization to increase his pay by 5% beginning on the payroll after December 14, 2023.

A ***motion*** was made by Councilman Lowe, ***seconded*** by Councilwoman Cave, to approve a 5% pay raise for Shenandoah Police Officer Kevin Clem, starting on the payroll after December 14, 2023.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

#6 – Received a memo from Assistant Town Manager Charlie Jenkins in regards to an expenditure request for the Trenton Pressure Reducing Station. The memo stated for continued operations and stability of the water system, there are items in need of replacing at the Trenton

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Pressure Reducing Station which include a 2” pressure reducing valve, a 6” pressure reducing valve, eight sight glasses which allow you to see how much the valve is open, 8” sewer line replacement behind the Baptist Church due to root infiltration, and equipment rental to do this work.

Councilman Lowe inquired how deep the sewer line was.

Assistant Town Manager Jenkins stated the sewer line was right at 5 feet in depth. He stated once the Town Crew opens the site, they may find the work has to be bid out.

A ***motion*** was made by Councilman Fox, ***seconded*** by Councilman Pierce, to approve up to \$20,433.00 plus the cost of rental equipment and possible machine fabrication for the repairs needed at the Trenton Pressure Reducing Station to be paid from ARPA 2nd Tranche Water/Sewer Replacement account.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

#7 – Received a proposal from Trumbo for the replacement of pole light fixtures at the Town’s Wastewater Treatment Plant. The proposal includes LED light heads with a 5 year warranty and 100,000hr estimated lifespan and a lift rental to allow access to the top of the pole to replace the light heads. Total cost of the proposal is \$2,361.00.

Town Manager Roudabush informed Council if the lights went out, it would cause a safety issue due to having to be near the digester after dark.

A ***motion*** was made by Councilman Pierce, ***seconded*** by Councilman Fox, to approve the replacement of the pole light fixtures at the Town’s Wastewater Treatment Plant at a cost of \$2,361.00 to be paid from Utility Capital Outlay Sewage Plant budgeted line item.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Fox
Councilman Lowe

NAY: None

Councilman Pierce

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

#8 – Received a proposal from Trumbo for a panel support replacement at Big Gem Park. The proposal includes demolition of the existing wood posts and panel support and installation of a single 3” GRS conduit stand to support the existing panelboard as well as relocation of the signs from the current post, set to be removed, to the new 3” conduit support. Total for the proposal is \$1,670.00.

Town Manager Roudabush informed Council this replacement has been long overdue since the current board is rotting.

A **motion** was made by Councilman Lowe, **seconded** by Councilwoman Cave, to approve the replacement of the panel support at Big Gem Park at a cost of \$1,670.00 to be paid from the General Fund Parks & Rec Maintenance Expense budgeted line item.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

#9 – Received a memo from the **Luray-Page Chamber of Commerce** regarding the formation of a new non-profit council. This past September, the Luray-Page County Chamber of Commerce initiated a conversation among non-profit organizations to identify service overlap and gaps in order to unify efforts across our county. They formed the Nonprofit Council and it consists of area nonprofits gathering together to “Make a Difference in Page County.” Their intention is to promote sustainability and growth of nonprofit services and strengthen the community’s quality of life through collaboration and understanding of each organization’s unique mission, value, and need. The Nonprofit Council invites all surrounding nonprofits to participate in hopes to build collaboration and opportunities that will positively impact the well-being of residents in Page County. The group meets on the first Wednesday of every month. For more information, please reach out to Gina Hilliard, President of the Luray-Page County Chamber of Commerce, at gina.hilliard@luraypage.com or call (540) 743-3915.

#10 - Received memo from **Page Free Clinic** regarding their annual Thanksgiving Fundraising Dinner on Thursday, November 23, 2023. This event has helped the Page Free Clinic to continue their work for those without healthcare. Sponsorship and ticket sales support free healthcare services in our community and provide programs needed for the uninsured resident. Their Thanksgiving Dinner event will be hosted and sponsored by Faithbrooke Barn and Vineyards. Their priority is to keep the event both safe and enjoyable, therefore, dine-in and pick-up options will be available. Sponsors are recognized at the event, on their website, local newspaper and social media. Last year, the free clinic served 311 local patients with 448 office visits (more than double the number of patients over the previous year). Services now include home-health visits, in-person provider visits, medication prescription assistance, labs and testing, women's health, diabetes education, Medicaid counseling, dental care, memberships to local fitness center, fresh food prescriptions, and telehealth for mental health. They once again supported a free pop-up healthcare clinic with organizer RAM (Remote Medical Clinic) and this event resulted in 275 patients receiving free services valued at \$136,837. Page Free Clinic gratefully accept donations at any time in any amount by check, or online at www.pagefreeclinic.org.

Town Manager Roudabush informed Council if Page Free Clinic was already on the donation list, they can send the pre-approved amount.

Mayor Lucas inquired if for some reason Page Free Clinic was not on the list, would Council want to send any additional amount?

Council did not choose to send any additional amount.

#11 - Received a flyer from the **Town of Shenandoah Museum and Welcome Center** about **Letters to Santa**. There will be a mailbox for Santa outside the Town of Shenandoah Museum and Welcome Center from November 27th to December 15th. Please come inside the Museum to receive the special letter and envelope. The Town of Shenandoah Museum and Welcome Center is located at 507 First Street, Shenandoah, VA and their hours are Monday – Saturday from 10:00 a.m. to Noon, 1:00 p.m. – 5:00 p.m.

#12 - Received a flyer from Events Coordinator **Lora Jenkins** in regards to the Town of Shenandoah Home and Business **Christmas Decorating Contest**. Gift cards will be awarded for First, Second and Third Places in each division (Home and Business). First Place is a \$75 Gift Card, Second Place is a \$50 Gift Card, and Third Place is a \$25 Gift Card. Please contact Events Coordinator Lora Jenkins (540) 652-8773 or ljenkins@townofshenandoah.com to have your home or business on the list no later than 5:00 p.m. December 1st. Winners will be announced at the Town's Christmas Tree Lighting on December 9th at Big Gem Park at 6:00 p.m.

#13 - Received a flyer from **PACA** in regards to the **Shenandoah River Park Reindeer Run**. This event is taking place on December 2nd, 2023 at 10:00 a.m. at the Shenandoah Landing & River Park located at 315 Morrison Road, Shenandoah, VA. For more information, please contact Page Alliance for Community Action at (540) 742-9386 or pageallianceforcommunityaction@gmail.com.

#14 - Received a flyer from the **Town of Stanley** in regards to **Christmas in Stanley** on Saturday, December 2nd, 2023 at Ed Good Memorial Park located at 322 East Main Street, Stanley, VA. The Christmas Parade starts at 6:00 p.m. Come see Miss Virginia Katie Rose. Admission is free to Christmas in Stanley after the parade. There will be lighting of luminaries and the Town Christmas Tree, firepits where you can listen to Holiday music while warming up, elephant ears available for purchase along with other food and drinks. Bring your camera to take photos with Santa. Pre-made luminary bags may be purchased at Stanley Town Office for \$5.00. For more information or to sign up for the parade, call the Stanley Town Office at (540) 778-3454. **Please, no other Santa Clauses – the Town has made arrangements for the “real” Santa to be here**

#15 - Received a flyer with information about **Meeting Santa** at the Town of Shenandoah Museum and Welcome Center. The dates to meet Santa are December 2nd, 2023 from 2:00 p.m. – 5:00 p.m. and December 9th, 2023 from 10:00 a.m. – 5:00 p.m. Bring your camera to The Town of Shenandoah Museum and Welcome Center located at 507 First Street, Shenandoah, VA.

#16 - Received a flyer from the **Town of Shenandoah** in regards to the **Christmas Tree Lighting** on December 9th, 2023 at 6:00 p.m. at Big Gem Park. There will be caroling, candy canes, cookies, hot chocolate, marshmallow roasting and best of all – Santa will be there! Winners of the Christmas Decorating Contest will be announced. Big Gem Park is located at 736 Fourth Street, Shenandoah, VA.

#17 - Received a flyer from the **Town of Shenandoah Museum and Welcome Center** regarding the **Evangelical Presbyterian Church Handbell Teams**. The Handbell Teams will be there December 11th, 2023 at 6:30 p.m. with light refreshments to follow. The Town of Shenandoah Museum and Welcome Center is located at 507 First Street, Shenandoah, VA.

#18 - Received a flyer from **Luray-Page Chamber of Commerce** about **Shop Small for the Holidays**. Every time you shop or eat local this Holiday season, send your receipt in to be entered for a chance to win a \$500 shopping spree at various businesses throughout Page County! Submit your receipt two easy ways: email a copy of your receipt to events@luraypage.com OR drop off in person at the Chamber/Visitor Center located at 18 Campbell Street, Luray, VA. All valid receipt submissions must include your name, phone number, and a copy of the receipt. Thank you to Blue Ridge Bank and First Bank & Trust Company for sponsoring the giveaway. Valid for purchases made November 25th through December 17th. For more information, contact the Luray-Page Chamber/Visitor Center by emailing event@luraypage.com or calling (540) 743-3915.

#19 - Received a flyer from **Shenandoah Volunteer Fire Company** regarding reflective address markers. Make your home address visible both day and night, making it easier for first responders to find you in an emergency. The cost for these are only \$15 each and are available for placement on either your mailbox (choice of vertical or horizontal) or your house (horizontal only). They have a green reflective background with white numbers. Order forms are available at the Town of Shenandoah Office, located at 426 First Street, Shenandoah, VA. For more information call (540) 652-8888 or (540) 652-6180.

WATER AND SEWER

(Chair Kite, Councilwoman Cave, and Councilman Lowe)

Town Manager Roudabush informed Council the Town Crew has been busy with fixing leaks around the Town. She stated they replaced the valve at the Tenth Street tank since the old valve was unable to be turned off. She also stated once the valve was replaced, the water pressure went up. Town Manager Roudabush also informed Council Public Works Director T.A. Pendleton had the idea to isolate the system on the North End of Town and once the Crew did this, the pressure went up even more. She stated there is now 48 pounds of pressure and requirements are only 29 pounds of pressure. Town Manager Roudabush added she hoped any new developments won't affect this, however, an engineer would cover any possible issues.

Town Manager Roudabush informed the Council the Town Office had received a call from the South End of Town reporting two open manhole covers. She stated the Crew immediately went to check on them and found rocks and debris in the manholes. She also stated Public Works Director T.A. Pendleton went into the manhole to retrieve the debris and sealed the manholes.

Town Manager Roudabush stated the Town received the assessment report for the Tenth Street tank. She stated the valve was replaced while the tank was being cleaned and there was before and after pictures taken of inside the tank. She also stated the before photo showed the normal sediment accumulation at the bottom of the tank and the after photo showed how clean it is now. She reported the company listed the interior lining as being in good condition and the interior bowl had a few issues they were able to repair using proper materials. Town Manager Roudabush stated this whole process ran smoothly with only a brief loss of water to Shenandoah Elementary.

Town Manager Roudabush informed Council the Town received a violation letter from Shenandoah Utility Service about a location in the Egypt Bend area in Luray. She stated she called them back and alerted them it was not within our jurisdiction. She also stated the Health Department did offer to have the Town of Shenandoah take this over due to the number of violations with the current company to which she politely declined.

STREETS & PUBLIC PROPERTY

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

Chair Fox stated we received bids for the stairway and platform construction for safe access to the aerobic digester at the wastewater treatment plant. He suggested we go with the all metal bid at a cost of \$34,000.00 from Mountain Valley Services.

Town Manager Roudabush stated when she called one of the previous bidders to let them know they did not win the bid, they informed her the reason their bid was more expensive than the others was the fact they had planned to use heavy gauge steel and doing all the work on site.

Town Manager Roudabush also informed Council we did not have any references for anyone who placed a bid this time.

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Councilman Lowe stated if we went with all metal, it would be permanent and would have less to worry about, including dealing with replacing any rotting wood in the future.

A ***motion*** was made by Councilman Lowe, ***seconded*** by Chair Fox, to go with Mountain Valley Services for the all metal stairs and platform at a cost of \$34,000.00 to be paid from ARPA 2nd Tranche Water/Sewer.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

Town Manager Roudabush stated the Town received seven bids for the replacement roof at the Town of Shenandoah Museum and Welcome Center, located at 507 First Street, Shenandoah, VA. She stated they informed bidders if they were capable of doing metal, to submit a bid for metal as well.

Councilman Lowe inquired why the one bidder was so much lower than the others?

Town Manager Roudabush informed Council when they spoke to him, he informed them the type of shingles he uses is what he uses on all his projects and he orders them in bulk. She stated if the Council decided they wanted to have more of a commercial grade shingle, there would obviously be an additional cost associated with those. She also stated the additional cost would be about \$4,000.00 for the commercial grade shingles. Town Manager Roudabush added the roof replacement would come out of the Museum ARPA funds, which has around \$35,000 remaining.

A ***motion*** was made by Councilman Lowe, ***seconded*** by Councilman Fox, to go with Superior Siding and Home Improvements for the roof replacement at the Museum at a cost of up to \$26,508.00, which includes an additional amount of up to \$4,000.00 for the commercial style shingles option, to be paid from the ARPA Museum funds already set aside.

Members Roll Call Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

Chair Fox stated he feels Town Hall personnel need increased security options.. He stated due to recent incidents in Town Hall, the current procedures are outdated.

Police Chief Davis stated he agrees and can do some research for the next meeting.

Councilwoman Cave stated the JMU Campus Police have an alarm system to review, which may work.

Police Chief Davis stated our options may include more consultations with the alarm company. He added with yesterday's event, it was clear, more options are needed.

Town Manager Roudabush stated since the building is still set up like a bank, more security is essential.

POLICE, SAFETY & JUDICIAL

(Chair Kite, Councilman Lowe)

Nothing during this period.

TAXATION & FINANCE

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

Chair Pierce stated to look at the reports.

PARKS & RECREATION

(Councilman Lowe and Pierce)

Town Manager Roudabush stated Darrell Walters and the Town Crew have been busy building the kiosk to hold the new sign at Big Gem.

Town Manager Roudabush said the trails are getting used a lot, especially more of the handicapped use.

Town Manager Roudabush stated the Town Crew will winterize and cut off the heat at Big Gem after the Christmas Tree Lighting on December 9th. The River Park restroom has already been winterized.

Town Manager Roudabush reminded Council about the Bill Kite picnic grove. She stated it has been cleared, but the Town Crew got busy and it has gotten put to the side for now. She also

stated there is still funding set aside for the completion of this project in the Parks and Rec budget.

Town Manager Roudabush also stated there is not a restroom with flushable toilets at the WigWam Village. She said it would be nice for kids not to have to use the portapotty.

Town Manager Roudabush informed Council the tennis courts are being used, but are cracked. She stated Assistant Town Manager Jenkins got an estimate to resurface the courts and it came back at \$130,000.00. She added they are being used quite a bit by the pickle ball teams, as well as, the PCHS tennis team and other local residents.

Councilman Fox stated we could talk to East Rock about their courts.

Town Manager Roudabush stated she has been in contact with the U.S. Tennis Association about the possibility of funding assistance and there are grants to apply for. She stated funds given to help could possibly be around \$5,400.00 from the local Tennis Association if they agree to use it for repairs.

Assistant Town Manager Charles Jenkins stated the poles holding the nets are coming out of the ground.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chair Cave, Councilmen Lowe and Pierce)

Chair Cave stated she did not have anything during this period.

Town Manager Roudabush updated Council on the Family Dollar/Dollar Tree project. She stated they are still on track with their time frame. She also stated the last few parts are being taken care of and they should close on the property by the end of this year with construction early next year.

Town Manager Roudabush stated there is a possibility of some new construction on First Street. She also stated they are looking for grants from the State and Department of Housing. She added they will camera the water lines and are planning on some preliminary construction of two buildings similar to what is already there. She stated it will be commercial on the bottom floor and rentals on the top floor. She also stated they have considered an addition to the building they own, possibly a two story with the upper level connected to one more of the downstairs areas. Town Manager Roudabush added there would be a possibility of four living/rental quarters with parking for the staff behind the building. She also added this could be a huge boost for downtown. She stated if any changes would need to be done, it could be the parking requirements by amending codes similar to Luray. She added she is excited about the possibilities they've shown and they are problem solvers and play by the rules. Town Manager Roudabush stated the water and sewer systems should be OK with this, however we will check them as well as do a test to ensure they will be OK. She added development and growth is good but we have to remember about usage and handling more flow in systems. She stated we need to ensure we have the systems in place to handle any new developments in Town in the future.

Councilman Lowe stated if anyone has yet to go into the newly renovated Dollar General, they have a fresh fruit/veggie section.

COMMUNITY SERVICE

(Chair Kite, Councilwoman Cave and Councilman Pierce)

Chair Kite inquired who remodeled Betty Miller's old home on Third Street?

Mayor Lucas informed Chair Kite it was a company out of California. He stated he had came in the other week to ask about this same address and found this out.

PERSONNEL

(Chair Pierce, Councilwoman Cave and Councilman Lowe)

Town Manager Roudabush stated if the Council could vote to accept her resignation, effective December 31, 2023, she would appreciate it. She noted after 34 years in local government work (24 years of this with the Town), it was time, but she has appreciated the opportunity to work with Mayor and Council.

Chair Pierce added the Town has advertised for not only the Town Manager position, but the Wastewater Treatment position as well.

A ***motion*** was made by Councilman Lowe, ***seconded*** by Councilman Pierce, to accept the resignation of Town Manager Juanita Roudabush, effective December 31, 2023.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

UNFINISHED BUSINESS

Councilman Fox stated we need to send the proposed Town Charter changes to our Town Attorney so it can be finalized and received by the General Assembly in January 2024. He added there are still some items to go over so we can get it to the Town Attorney.

Town Manager Roudabush stated she wrote down a list of items Council still needed to decide on within the Town Code which included a possible solar ordinance to be added in the Charter,

some items with AirBnB ordinances, whether or not to allow hunting within Town limits, flood plain guidance, a property maintenance code along with a few other items. She added without the Council's guidance, the Town Attorney may not know what we want.

A ***motion*** was made by Councilman Lowe, ***seconded*** by Councilman Fox, to send the Town Charter changes to the Town Attorney so it can be finalized and received by the General Assembly in January 2024.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

Town Manager Roudabush updated Council on the ongoing court case for the Second Street house for the junk, debris, etc. She stated the Judge ordered the Town to receive back our Attorney fees and costs, and for the owner/tenants to abate the nuisances. She added we may have to place a lien on the property and if it is ever sold, the Town will get these proceeds from the sale. She stated Town Attorney Rose will go back to court on December 12th.

Councilwoman Cave inquired what could we do to be more effective with the Town Code.

Town Manager Roudabush stated a lot of localities have went through this. She added the Planning Commission could review these and recommend changes to Council and then bring a professional in if needed, like Municipal Code Corporation (a.k.a. Civics Plus) or Northern Shenandoah Valley Regional Commission.

Police Chief Davis stated if we are spending \$30,000.00 on a new roof, then we should spend \$15,000.00 to have a professional help with the Code.

Councilman Fox stated we have talked about some things within the Code.

Town Manager Roudabush added some of those discussions were not within a formal meeting.

Councilman Lowe stated if you put a size limit on properties when it comes to certain codes, you're limiting a few properties.

Police Chief Davis stated he did not feel as though bow hunting in Town should be allowed. He stated he can see both sides of the discussion, but not every shot is going to be a great shot. He

added we don't need a deer with an arrow sticking out of it roaming through Town, so he prefers no hunting at all in Town.

Mayor Lucas asked if everyone would be in agreement to meet for a few hours on Tuesday, November 28th at 7:00 p.m. to finish up the Code. All Council Members were in agreement.

Town Manager Roudabush stated she may not be in attendance for this workshop.

NEW BUSINESS

None during this period.

TOWN MANAGER'S REPORT

Town Manager Roudabush informed Council the HVAC units for the Museum have been installed and they are working great. She added they are looking at someone to service the units when the time comes and they may have some quotes at the next Council meeting.

MAYOR'S REPORT

Nothing during this period.

FOR THE GOOD OF THE TOWN

Amos Thomas inquired about whether the Council is changing the ordinance on chickens in Town limits. He stated he has been doing a lot of walking around Town and has found a few homes with chickens. He asked how we are informing our new residents about the Code? He added we used to get a newsletter and it included anything going on around Town, updates or reminders about certain Codes, but we no longer get this.

Town Manager Roudabush informed Amos Thomas we give everyone a welcome packet which includes information about some of the more forgotten Codes, such as no chickens. She added our Office writes certified letters when we receive complaints and if they are not picked up, we send them a letter in the regular mail. She stated if they do not respond to either of these methods, we have the Police Department hand deliver a letter of violations.

ADJOURN

There being no further discussion, a ***motion*** was made by Vice Mayor Kite, ***seconded*** by Councilman Lowe, to adjourn the meeting at 9:56 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave

NAY: None

Councilman Fox
Councilman Lowe
Councilman Pierce

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Vacant

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Tonya Southers, Town Clerk