

January 13, 2025

A regular session of the Town Council of the Town of Grottoes was held on Monday, January 13, 2025, at 7:00 p.m. at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Mayor Plaster called the regular session of January 13, 2025, Grottoes Town Council to order at 7:05 p.m. Mayor Plaster asked for a roll call.

ATTENDANCE: Council Members present: Eddie Chittum, Joshua Bailey, Jim Justis, Mayor Jo Plaster, David Raynes, Michael Kohl, Maite Taylor.

Other Town Officials present: Attorney Michael Helm, Town Manager Kyle O'Brien, Assistant Town Manager Tara Morris, Treasurer Rhonda Danner, Clerk of Council Jennifer Whetzel, Parks Director Austin Shank, Police Chief Jason Sullivan, Administrative & Finance Assistant Crystal Ortiz.

APPROVAL OF MINUTES

On a motion by Council member Raynes, seconded by Council member Kohl, and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS – AYE; RAYNES – AYE; KOHL – AYE; TAYLOR – AYE; the Council approved the minutes of the December 9, 2024 meetings of the Town Council.

PRESENTATION OF PETITIONS AND CLAIMS (PUBLIC COMMENT)

Resident Gleamer Sullivan spoke about the Town Council's Code of Conduct and stated it was a good thing to have and request that it not be abolished. She also wanted to thank Public Works for the snow removal on streets and sidewalks.

Nadina Pupic gave an update on the Grottoes Pool Preservation Foundations fundraising efforts. She stated that the foundation had recently held a bingo, and it was a success. She is looking forward to the opening of the pool in 2025. She read a letter from The Boys & Girls Club Director explaining how beneficial the Grottoes Pool opening will be to not only the citizens, but also the children that participate in the Boys & Girls Club during the summer.

REPORTS OF STANDING COMMITTEE:

FINANCE – On a motion by Council member Raynes, seconded by Council member Kohl and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS- AYE; RAYNES - AYE; KOHL – AYE; TAYLOR - AYE, to approve the financial reports for the month of December 2024.

WATER AND SEWER – No report

ORDINANCE, HEALTH, AND PROPERTY – No report.

STREET AND STREET LIGHTS – No report.

PARKS, RECREATION AND PUBLIC FACILITIES –

Consideration of the Grottoes Community Little League Contract

A copy of the lease agreement was provided, and the date on page 2 needed to be changed to reflect the current year of 2025.

On a motion by Council member Justis, seconded by Council member Taylor and carried a vote of 5-0-1, voting recorded as follows: CHITTUM- ABSTAINED; BAILEY-AYE; JUSTIS-AYE; RAYNES-AYE; KOHL-AYE; TAYLOR-AYE; to approve the contract with the Grottoes Community Little League for 2025. Council member Chittum abstained from voting as he is a GCLL member League for 2025.

SPECIAL EVENTS – No report

PERSONNEL, FIRE AND POLICE PROTECTION –

1. Approval of 2025 Officers for the Grottoes Volunteer Fire Department

On a motion by Council member Justis, seconded by Council member Raynes and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS- AYE; RAYNES - AYE; KOHL – AYE; TAYLOR - AYE, to approve the 2025 Officers for the Grottoes Volunteer Fire Department.

2. Consideration of the revised job descriptions

On a motion by Council member Bailey, seconded by Council member Taylor and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS- AYE; RAYNES - AYE; KOHL – AYE; TAYLOR - AYE, to approve the revised job descriptions.

STAFF REPORTS

TOWN MANAGER. A written report was provided.

ATTORNEY. Attorney Helm touched on the tax sale of property we should receive taxes from, as well as he is tracking tax assessments and will update as necessary.

TREASURER. A written report was provided.

ASSISTANT TOWN MANAGER. A written report was provided.

POLICE CHIEF. A written report was provided.

RECREATION AND TOURISM DIRECTOR. A written report was provided. Parks Director Shank stated that the opening of the Pool for 2025 has been settled by council. Director Shank also reported that the revenues made by Grand Caverns in December 2024 were \$93,124.00, up \$36,000 from last

year. He stated events such as Subterranean Sound, Subterranean Cinema, Caroling in the Caverns and the addition of Adventure Tours held at Grand Caverns contributed to this immensely. He also states that there were record day sales for Subterranean sound.

NEW BUSINESS

1. Reorganization of Council

A. Election of Vice-Mayor

On a motion by Council member Justis, seconded by Council member Bailey and carried by a vote of 5-0-1, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS- AYE; RAYNES – ABSTAINED; KOHL – AYE; TAYLOR – AYE; to re-elect Council member David Raynes as Vice-Mayor.

B. Setting of Meeting Schedule and Inclement Weather Policy

On a motion by Council member Kohl, seconded by Council member Justis and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS- AYE; KOHL – AYE; RAYNES-AYE; TAYLOR – AYE to approve meeting schedule and Inclement Weather Policy.

2. 2025 Committee Assignments

On a motion by Council member Taylor, seconded by Council member Raynes and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS- AYE; KOHL – AYE; RAYNES-AYE; TAYLOR – AYE to approve with change, the 2025 Town Council Committee Assignments.

3. Code of Conduct and Ethics for the members of the Grottoes Town Council

On a motion by Council member Justis, seconded by Council member Taylor and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS- AYE; KOHL – AYE; RAYNES-AYE; TAYLOR – AYE to approve the Code of Conduct and Ethics for the members of the Grottoes Town Council

ADJOURNMENT

Mayor Plaster declared the meeting adjourned at 7:21 p.m.

Mayor

Clerk