

November 13, 2023

A work session of the Town Council of the Town of Grottoes was held on Monday, September 11, 2023, at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Mayor Plaster called the work session of November 13, 2023, of the Grottoes Town Council to order at 6:00 p.m.

ATTENDANCE: Council Members present: Mayor Jo Plaster, Tim Leeth, David Raynes, Joshua Bailey, Eddie Chittum and Michael Kohl.

Other Town Officials present were: Town Attorney Michael Helm, Town Manager Stefanie McAlister, Town Clerk Tara Morris, Treasurer Rhonda Danner, Public Works Director AJ Hummel, Parks Director Austin Shank and Police Sergeant Steve Knight.

Mayor Plaster said the first item on the agenda was the use of the remaining water ARPA funds. Manager McAlister said the water and sewer committee met a few weeks ago and discussed what money was left in the water ARPA fund after the completion of the water line replacement projects and the radio read water meter project. Manager McAlister said there is \$346,762.00 remaining in the water fund, which is not enough for the 6th Street line replacement project. She said we have also discovered that we do not have functioning valves in the area to shut the water off on 6th Street and that we would have to shut off water to the whole town. Manager McAlister said that therefore, staff has discussed using \$100,000.00 to add valves at strategic locations in the water network. She said another recommendation is to use \$200,000.00 to purchase meter bases, setters, lids, rings and other parts to change out aged or broken components while installing the new radio read meters. Manager McAlister said that staff also recommends extending the water line at the 200 block of 12th Street. She said this will cost about \$8,000.00 but will loop the lines and improve the network in the area. She said the last recommendation is to use \$20,750.00 to cover the cost of the motor and pump installation for well number one. Mayor Plaster said if the council were in agreement with these projects, we would need a motion to approve them. Council member Bailey replied so moved. Council member Leeth seconded the motion and carried by a vote of 5-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES – AYE; KOHL – AYE, LEETH – AYE

Mayor Plaster said the next item on the agenda is the GPR study results. Manager McAlister said we received the results back from the second Ground Penetrating Radar study and asked if they would provide us with a comparison from the study that was done 2022. She said the two reports were consistent, and the most recent one shows no additional voids or channels. Manager McAlister said with this study they were able to better identify the drain and the pipe which in the last study was marked as a vertical void. The report stated that the pipe terminus may be leaking substantial amounts of water. Council member Leeth asked Council member Kohl if he

has talked with the pool committee. Council member Kohl said he was waiting for the details of GPR report and said he will meet with them now.

Mayor Plaster said she wanted to discuss the Christmas Parade. She said the town staff has decided to organize the parade preparation and line-up. She said they have come up with a theme for the parade, which is Whoville and ask council members if they would be available to help decorate the council's float for the parade. Mayor Plaster said she would send an email out with a date to work on decorating the float.

Mayor Plaster adjourned the work session at 6:21 p.m.

November 13, 2023

A regular session of the Town Council of the Town of Grottoes was held on Monday, November 13, 2023, at 7:00 p.m. at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Mayor Plaster called the regular session of November 13, 2023, of the Grottoes Town Council to order at 7:00 p.m. Mayor Plaster asked for a roll call.

ATTENDANCE: Council members present Eddie Chittum, Joshua Bailey, Mayor Jo Plaster, David Raynes, Michael Kohl and Tim Leeth. Council members absent Jim Justis.

Other Town Officials present: Attorney Michael Helm, Town Manager Stefanie McAlister, Clerk Tara Morris, Parks Director Austin Shank, Treasurer Rhonda Danner, and Public Works Director AJ Hummel.

APPROVAL OF MINUTES

On motion by Council member Raynes, seconded by Council member Leeth, and carried by a vote of 5-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES – AYE; KOHL – AYE, LEETH – AYE; the Council approved the minutes from the meetings on October 11, 2023, as presented.

PRESENTATION OF PETITIONS AND CLAIMS (public comment)

Michael Betts addressed the council asking for their support to use John Painter Park to invite the JMU Football Team to a “bowl” on Saturday, December 2, 2023. He said we will offer JMU the same as the NCAA Rules Committee which is absolutely nothing for playing in a post season game. He said we would not offer an opponent, a stadium, or SWAG, but we would hold a 2K race, tailgate, and welcome the team, to show our support to them for such a great season. Mr. Betts said he wants to extend the invitation and if accepted proceed with advertising for this event. He said we would need enough fans to outline the sidelines of our field.

REPORTS OF STANDING COMMITTEE:

FINANCE – Council member Raynes made a motion, seconded by Council member Leeth, and carried by a vote of 5-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES - AYE; KOHL – AYE; LEETH – AYE, to approve the financial reports for the month of October.

WATER AND SEWER – Council member Bailey said the committee met and discussed additional projects for the remaining ARPA money that was allocated to the water fund. He said they discussed the projects in the work session meeting and approved them to move forward.

Council member Bailey said after those projects are complete, we will have around \$18,000.00 remaining.

ORDINANCE, HEALTH, AND PROPERTY – no report

STREET AND STREET LIGHTS – no report

PARKS, RECREATION AND PUBLIC FACILITIES – Council member Chittum commented on the fall festival. He said it was a good turnout and a well-organized event.

SPECIAL EVENTS – Council member Leeth said the Veterans Day Ceremony was very successful and well attended. Council member Leeth said the Grottoes Christmas Parade is Sunday, December 3, 2023, at 5:00 p.m. with the tree lighting following the parade.

PERSONNEL, FIRE AND POLICE PROTECTION – no report.

STAFF REPORTS

TOWN MANAGER. Manager McAlister pointed out from her staff report that Glo Fiber is interested in a cable franchise agreement with the town. She said the attorney has a copy and that they will be reviewing it.

ATTORNEY. Nothing to report.

TREASURER. A written report was provided. There were no additional comments from staff and no questions or comments from Council members.

ASSISTANT TO TOWN MANAGER. A written report was provided. There were no additional comments from staff and no questions or comments from Council members.

POLICE CHIEF. A written report was provided.

PUBLIC WORKS. A written report was provided. There were no additional comments from staff and no questions or comments from Council members.

RECREATION AND TOURISM DIRECTOR. Director Shank said the fall festival was a great event with over 1,000 attendees. He said he wanted to thank all the volunteers and his staff help make the event a success. Director Shank said the Haunted Cave was also very successful and he needed to thank Tracey Collins for all her hard work in making that event happen. He said next up is Caroling in the Caverns. Director Shank this fundraising event is with the Grottoes Ruritans for the Boys and Girls Club. He said tickets are on sale now online.

NEW BUSINESS – none

OLD BUSINESS – none

Mayor Plaster declared the meeting adjourned at 7:12 p.m.