

September 9, 2024

A work session of the Town Council of the Town of Grottoes was held on Monday, August 12, 2024, at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Mayor Plaster called the work session of August 12, 2024, of the Grottoes Town Council to order at 6:00 p.m.

Mayor Plaster said Council member Justis would like to participate in the meeting by phone and she asked for a motion on the request. Council member Raynes made the motion, Council member Bailey seconded, and the motion carried by a vote of 5-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES - AYE; KOHL – AYE; LEETH – AYE.

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

Other Town Officials present were: Town Attorney Michael Helm, Clerk Tara Morris, Administrative Assistant Crystal Ortiz, Treasurer Rhonda Danner, Park Director Austin Shank, and Police Chief Jason Sullivan.

Pool Preservation Committee

Maite Taylor said they have a quote from National Pools for \$29,000.00 to repair the water stop and expansion joint. She said this also includes recaulking, repairing tiles and acid washing to get rid of staining. Ms. Taylor said town staff would need to monitor the water levels to make sure it is not leaking. She said they are going to pressure test to check all plumbing and to check areas for voids. Ms. Taylor said it will take 3-4 weeks to complete the work and they want to get this done before winter to prevent any further damage. She said she knows there are other things that need to be done before the pool can open but completing this now is the first step and will help preserve the plaster in the pool.

Nadina Pupic requested a vote to approve the quote saying the foundation has raised over \$36,000.00 and have all agreed to spend the money for the first step of repairs knowing there is no guarantee.

Berkley Wentz said she runs the social media account and is the secretary for the foundation. She said they have several more fundraisers planned and have also partnered with Grand Caverns on their Fall Festival on November 2, 2024.

Attorney Helms said the project would have to follow the procurement process, which requires a sealed bid since the expected amount is over \$25,000.00. He explained, if Council approves, the action today should be to authorize the bidding process. Nadina replied yes, they would want to begin the bidding process.

On a motion by Council member Kohl, seconded by council member Leeth, and carried by a vote of 6-0, roll call vote recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES - AYE; KOHL – AYE; LEETH – AYE, JUSTIS- AYE, staff was directed to begin the bid process for this project and have it posted on September 10, 2024.

On a motion by Council member Kohl, seconded by council member Leeth, and carried by a vote of 6-0, roll call vote recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES - AYE; KOHL – AYE; LEETH – AYE, JUSTIS- AYE, a special called meeting was scheduled for Friday, September 20, 2024 at 5:30 p.m. for the purpose to review and consider award of a bid.

Demonstration of new Grand Caverns Website

Director Shank gave a presentation of the new Grand Caverns website. He said this is not a single page website and they now can include what is happening in the parks, not just information on the cave. He said it can be customized for events or any other advertisements. They can change pages and pictures, and the editor portion is very user friendly.

At 6:50 p.m. Mayor Plaster adjourned the work session.

September 9, 2024

A regular session of the Town Council of the Town of Grottoes was held on Monday, September 9, 2024, at 7:00 p.m. at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Mayor Plaster called the regular session of September 9, 2024, 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. Absent Jim Justis

Other Town Officials present: Attorney Michael Helm, Clerk Tara Morris, Administrative Assistant Crystal Ortiz, Treasurer Rhonda Danner, Parks Director Austin Shank, and Police Chief Jason Sullivan.

APPROVAL OF MINUTES

On motion by Councilmember Raynes, seconded by Councilmember Kohl, 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 of the meetings on August 12, 2024, and the special meetings on July 30, 2024, and August 20, 2024.

Mayor Plaster asked for a motion to amend the agenda for a special presentation. 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.

Delegate Chris Runion read Resolution 74 - Celebrating the Life of Douglas W. Shifflett Sr., former mayor of the Town of Grottoes and presented the resolution to the Shifflett family.

At 7:08 pm the session was recessed by Mayor Plaster and called upon the Planning Commission to call its meeting to order for the scheduled joint public hearing.

At 7:08 pm Chair Dylan Nicely called the Planning Commission to order.

ATTENDANCE: Brooke Haas, Rene Ehlenfeldt, Dylan Nicely, Michael Kohl and Maite Taylor.

At 7:09 pm Mayor Plaster opened the joint public hearing for public input regarding amending chapter 100 – Land Development, Article XII Section 100-45 (B).

Speaking FOR: none

Speaking AGAINST: none

Council comments: none

At 7:10 pm Mayor Plaster closed the public hearing and referred it to the Planning Commission for a recommendation.

Chair Nicely asked if the commission was ready to act on the amendment.

On motion by Commissioner Ehlenfeldt, to recommend approval to rezone block 523 lots 18-26 from R1 to B1, seconded by Commissioner Taylor, and carried a vote of 4-0. Voting was recorded as follows: HAAS – AYE; EHLENFELDT – AYE; NICELY – AYE; KOHL – AYE; TAYLOR – AYE. Motion carries.

At 7:12 pm Chair Nicely declared that the Planning Commission was adjourned.

At 7:12 pm Mayor Plaster opened a public hearing for the 2024-2025 Budget Amendment.

Speaking FOR: none

Speaking AGAINST: none

Council comments: none

Mayor Plaster adjourned the public hearing and called the regular session back to order at 7:13 pm

PRESENTATION OF PETITIONS AND CLAIMS (public comment)

Gleamer Sullivan asked to speak that she forgot to sign up. Mayor Plaster allowed it. Ms. Sullivan stated that over a month ago Commission member Jean Stoll resigned from the planning commission and there was no mention of the vacancy in the council chatter. She asked how long the vacancy will remain. Mayor Plaster informed Ms. Sullivan that we are aware of the vacancy, and we are working on it.

REPORTS OF STANDING COMMITTEE:

FINANCE – On motion by Council member Raynes, seconded by Councilmember Leeth, and carried by a vote of 5-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES - AYE; KOHL – AYE; LEETH – AYE, Council approved the financial reports for the month of August 2024.

On motion by Council member Raynes, seconded by Councilmember Leeth, and carried by a vote of 5-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES - AYE; KOHL – AYE; LEETH – AYE, Council approved the FY 24/25 Budget Amendment.

WATER AND SEWER – Council member Bailey made a motion to accept the insertion valve bid from Core and Mane for the Team valves. He said we chose this valve because of how it operates and the functionality of the valve. Council member Bailey said we will use the ARPA money that was allocated for this project. Seconded by Council member Leeth. Council member Bailey amended the motion to add using the remaining ARPA funds allocated for this project to purchase three 2” valves and with the balance of the three valves coming from the water fund. Council member Leeth seconded the amendment, and carried by a vote of 5-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES – AYE; KOHL – AYE; Leeth – AYE.

ORDINANCE, HEALTH, AND PROPERTY – On a motion by Council member Kohl, and seconded by Council member Raynes, and carried by a vote of 5-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES – AYE; KOHL – AYE; Leeth – AYE, Council approved an amendment to Chapter 100 Article XII Section 100-45(B).

STREET AND STREET LIGHTS – Council member Bailey said the streets committee is recommending changing the streetlights from the mercury vapor lights to LED lights. He said they are recommending starting with the main throughways through town to include, Dogwood Avenue, 6th Street from Aspen Avenue to Dogwood Avenue, Third Street and Augusta Avenue. He stated that some poles may need arm extenders added, and we are looking to move a few poles, but we are still waiting on the cost for that. On a motion by Council member Bailey, seconded by Council member Raynes, and carried by a vote of 5-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES – AYE; KOHL – AYE; Leeth – AYE, Council approved the LED streetlight conversion project with Dominion Energy for the streets discussed not to exceed \$10,000.00

On a motion by Council member Bailey, 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, Council awarded the paving bid to Rhodes Excavation and Paving for the projects listed totaling \$110,966.00, with additional work at cost of \$113.00 per ton. The contract has an renewal option for up to five years.

PARKS, RECREATION AND PUBLIC FACILITIES – no report

SPECIAL EVENTS – Council member Leeth announces that the Grottoes Ruritan's is hosting a meet the candidates on September 12th from 7:00 to 9:00 p.m. He said the senior citizens lunch is on October 12th and that we are needing volunteers to help serve and deliver meals. Council member Leeth said the first responders' event is October 26th from 3:00 to 6:00 p.m. at Grand Caverns Park. He said this is a good way for the citizens to meet the first responders serving our town.

PERSONNEL, FIRE AND POLICE PROTECTION –

STAFF REPORTS

TOWN MANAGER. Clerk Morris pointed out the Waste Management cost increase for extra toters and asked the council to adopt a policy which passes this cost onto the citizens that have these extra toters. She also informed the council that Waste Management will provide a service to come get and return the toter for the disabled that cannot get their toters to the curb. Mayor Plaster asked for a motion to adopt a policy to pass the cost of additional toters onto the citizens requesting the toters. Council member Leeth made a motion to approve the policy, seconded by Council member Raynes, and carried by a vote of 5-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES – AYE; KOHL – AYE; Leeth – AYE

ATTORNEY. No 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. There were no additional comments from staff and no questions or comments from Council members.

PUBLIC WORKS – No report

RECREATION AND TOURISM DIRECTOR. Director Shank pointed out that last month was another record month in revenue for the park. He stated that the work approved last month to tear out, stabilize and pour the concrete pad at shelter 4 has been completed. He said he does have a quote from R & L Construction to repair the middle section of the chicken shack which includes replacing a support beam to secure the structure and tearing out, stabilizing and pouring concrete to level the floor at a cost of \$5,000.00. Director Shank said the money for the repair will come from the General Fund reserve. Council member Chittum 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 award the bid for the repair to R & L Construction, with funding from the General Fund reserve.

NEW BUSINESS - None

OLD BUSINESS - None

Mayor Plaster declared the meeting adjourned at 7:28 p.m.

September 20, 2024

A Special Meeting of the Town Council of the Town of Grottoes was held on Friday September 20, 2024, at 5:30 p.m. at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Mayor Plaster called the special meeting of September 20, 2024 of the Grottoes Town Council to order at 5:30 p.m.

ELECTRONIC PARTICIPATION FOR MEETING BY COUNCIL MEMBER JUSTIS

Mayor Plaster said Council member Justis would like to participate by phone in this meeting and asked for a motion. Council member Leeth made a motion to approve the participation. Council member Raynes seconded the motion, the vote was 6-0, roll call vote as follows: CHITTUM - AYE; BAILEY - AYE; JUSTIS – AYE; KOHL - AYE; LEETH-AYE; RAYNES-AYE.

ATTENDANCE: Council Members present: Eddie Chittum, Joshua Bailey, David Raynes, Michael Kohl, Tim Leeth, and Jim Justis by phone.

Other Town Officials present were Clerk Tara Morris and Police Chief Jason Sullivan.

Council member Kohl made a motion to accept the bid from National Pools for pressure testing and the pool expansion joint repair in the amount of \$29,974.10, seconded by Council member Leeth, the vote was 6-0, roll call vote as follows: CHITTUM - AYE; BAILEY - AYE; JUSTIS – AYE; KOHL - AYE; LEETH-AYE; RAYNES-AYE. Funding for the project will be provided to the Town by the Pool Preservation Committee.

ADJOURNMENT

Mayor Plaster declared the meeting adjourned at 5:32p.m.