

July 14, 2025

A regular session of the Town Council of the Town of Grottoes was held on Monday, July 14, 2025, at 7:00 p.m. at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Mayor Plaster called the regular session of July 14, 2025, Grottoes Town Council to order at 7:00 p.m. Mayor Plaster asked for a roll call.

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

Other Town Officials present: Town Manager Kyle O'Brien, Treasurer Rhonda Danner, Deputy Clerk Crystal Ortiz, Town Clerk Melissa Alger, Parks & Tourism Director Austin Shank, Police Chief Jason Sullivan.

APPROVAL OF MINUTES

On a motion by Council member Raynes, seconded by Council member Justis and carried by a vote of 5-0 with one abstaining, voting recorded as follows: CHITTUM – AYE; BAILEY – ABSTAIN; JUSTIS – AYE; RAYNES – AYE; KOHL – AYE; TAYLOR – AYE; the Council approved the minutes for the meetings held on June 9, 2025.

PRESENTATION OF PETITIONS AND CLAIMS (PUBLIC COMMENT)

Gleamer Sullivan thanked the CSPDC for all their hard work on the Comprehensive Plan. She expressed additional feedback and strategies that she would like to see included in the Comprehensive Plan, and providing this information would provide transparency and reduce confusion among residents. She had concern about accessibility for residents who work more traditional hours, as the town office is only open from 8am to 4:30pm, which may limit opportunities to access documents. Ms. Sullivan asked that council table the Comprehensive Plan and add strategies she stated to better achieve goals, accurate representation, and accessibility to the residents.

REPORTS OF STANDING COMMITTEE:

FINANCE – On a motion by Council member Raynes, seconded by Council member Taylor and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; JUSTIS-AYE; RAYNES - AYE; KOHL – AYE; TAYLOR – AYE; BAILEY-AYE to approve the financial reports for the month of June 2025.

WATER AND SEWER – Council member Bailey stated that the 6th Street line is complete and now continuing down Dogwood to 3rd Street. Town Manager O'Brien spoke on the continued upgrades to WWTP for late summer, early fall.

ORDINANCE, HEALTH, AND PROPERTY – No report.

STREET AND STREET LIGHTS – No report.

PARKS, RECREATION AND PUBLIC FACILITIES – No report.

SPECIAL EVENTS – Mayor Plaster spoke about the stage dedication at John E. Painter Park that took place on Friday, July 11, 2025. She said Chief Sullivan read the resolution naming the stage the Chief William “Bill” Davies Stage. Mayor Plaster said that there was a very good turnout for the event. She said the Bluegrass Fridays in July kicked off at John E. Painter Park the same evening. Appreciation was extended to Caleb Bailey and Roger Randall for their hard work and dedication to the upgrades on the stage. Mayor Plaster spoke of how the Party in Park was successful, but rain was a factor in the event starting out slowly. She announced the next upcoming event would be the dedication of the Memorial to First Responders on October 18, 2025.

PERSONNEL, FIRE AND POLICE PROTECTION – Mayor Plaster thanked our PD and Staff for doing a great job.

STAFF REPORTS

TOWN MANAGER. A written report was provided.

ATTORNEY. Nothing to report.

TREASURER. No Budget vs Actual due to wrapping up the fiscal year.

ASSISTANT TOWN MANAGER. A written report was provided.

POLICE CHIEF. A written report was provided

PUBLIC WORK DIRECTOR. A written report was provided.

RECREATION AND TOURISM DIRECTOR. A written report was provided.

NEW BUSINESS

1. Consideration of the updated Comprehensive Plan.

On a motion to accept 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 Comprehensive Plan as submitted by the CSPDC.

OLD BUSINESS

No old business.

ADJOURNMENT

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

Mayor

Clerk