

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, January 14, 2013 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Superintendent Charlie Stickley and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the December 10, 2012 meeting and the December 28, 2012 meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to approve the Treasurer's report for the month of December 2012. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of January 14, 2013 and the remaining bills for the month of December for a total of \$128,885.33. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilwoman Marjorie Funk made a motion to approve the third payment request from Momentum Earthworks in the amount of \$27,084.87 for the waterline installation along 3rd Street. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

STREETS AND STREET LIGHTS

Councilman David Raynes informed the Council that the bridge on 9th Street needs some repair work done to it. He stated that we are looking at putting concrete boxes in and making the bridge two lanes.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to grant permission to access the new section of Grand Caverns for photography purposes. Councilman Mark Sterling stated that it is ok with our Parks and Recreation Specialist, Lettie Stickley, as long as Mr. Kahn follows the request. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling made a motion to send out the request for proposal for pool staffing. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling made a motion to accept the carpet quote from Eagle Carpet not to exceed \$2,820.50. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling made a motion to accept the lighting quote from ECK Supply not to exceed \$5,329.50. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilman John Funk made a motion to approve the committee assignments as presented. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the 2013 Officers of the Grottoes Volunteer Fire Department as presented. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

UNFINISHED BUSINESS OF PREVIOUS MEETING

Town Superintendent Charlie Stickley updated the Council and stated that he will be walking the Cave Hill property with Ms. Dreelin in the next couple of weeks so we can get pricing to run the water line both directions.

Councilman John Funk stated that he asked the Planning Commission to look about adopting a dog chain ordinance so that a dog could not be left on a chain 24 hours a day. Town Clerk Tara Morris stated that the Planning Commission did discuss this and has decided not to adopt this type of ordinance because there would be no way to enforce it. Councilman John Funk made a motion that the Planning Commission adopt a dog chain ordinance. Councilman David Raynes seconded the motion. Councilman Mark Keeler stated that the Commission discussed this at length and could not come up with an enforceable solution. He agreed to take this back to the Planning Commission but asked that Council provide guidelines as to how this should be handled. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted against the motion, motion denied.

Councilman John Funk made a motion to offer the Shriner's up to 10,000.00 to help offset any loss incurred for the bluegrass festival. Councilman John Funk stated if the loss is \$5,000.00 then our donation would be \$5,000.000 and that we will not go over \$10,000.00. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman David Raynes made a motion to convene into closed session pursuant to section 2.2-3711(A)1 of the Code of Virginia to discuss matters relating to personnel for the discussion and consideration of candidates for employment. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Upon return from closed session a record vote is taken of each Council member to declare that they discussed only public business matters lawfully exempted from statutory open meeting requirements and public business matters identified in the motion to convene into closed session. M. Keeler; yes, M.

Sterling; yes, E. Holloway; yes, B. Austin; yes, J. Funk; yes, D. Raynes; yes, and M. Funk; yes.

Councilman David Raynes made a motion to hire Jeff Nicely as Town Manager with a starting salary of \$50,000.00 and after completion of the water certification he will receive \$1,500.00 and after completion of sewer certification he will receive another \$1,500.00 and will have one year to complete the classes. Councilwoman Marjorie Funk seconded the motion. Town Superintendent Charlie Stickley informed the Council that they need to extend the time for the certifications since you have to have a year's experience before you can take them and they take six months to complete. Councilman David Raynes amended his motion to extend the time to two years. Councilwoman Marjorie Funk accepted the amendment. Council members Mark Keeler, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, Councilman Mark Sterling voted against the motion, motion carried.

With no further business to discuss Mayor Austin adjourned the meeting.

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, February 11, 2013 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Town Superintendent Charlie Stickley and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the January 14, 2013 meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Berton Austin introduced our new Town Manager, Jeff Nicely, and welcomed him to the Town staff.

FINANCE

Councilman John Funk made a motion to approve the Treasurer's report for the month of January 2013. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of February 11, 2013 and the remaining bills for the month of January for a total of \$68,504.74. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilwoman Marjorie Funk made a motion to approve the fourth payment request from Momentum Earthworks in the amount of \$11,783.94 for the water line installation along 3rd Street. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk made a motion to accept the agreement with CHA for engineering services with the approval of the Town Attorney. Councilman David Raynes seconded the motion. Councilwoman Marjorie Funk stated that we need to proceed with the agreement to meet the financing deadline for the project.

Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Jeff Nicely informed the Council that they have a staff report in their packets from the meeting with Verizon. He stated that Verizon wants to add a monopole in the well lot and this would eventually bring the antennas off of the water tank. He stated that this project is about two years out but he wants to keep the Council informed.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler stated that the Planning Commission is requesting assistance with completing the comprehensive plan. He stated that we received a quote from the Central Shenandoah Planning District Commission but he stated the problem with this quote is it ranges from \$5,000.00 to over \$40,000.00 depending on what we need their assistance with. Mayor Austin asked that the Planning Commission review the quote and determine what can be done in-house and what assistance we need.

STREETS AND STREET LIGHTS

Councilman David Raynes made a motion to repair the clutch in the 1992 GMC Dump truck not to exceed \$2,500.00. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

PERSONNEL, FIRE AND POLICE PROTECTION

Town Manager Jeff Nicely informed the Council that we received a letter from VDEM (Virginia Department of Emergency Management) stating that we will be granted the reimbursement from the derecho.

SPECIAL ORDER OF BUSINESS

Mark Cline addressed the Council and introduced his wife, Sherry. He stated that he is an attraction builder and operates several across the state. He stated that he has operated Dinosaur Kingdom at Natural Bridge for 10 years. This past year when the derecho hit Natural Bridge they were without power for two weeks and with all the damage they decided to revamp and push more of the civil war history for the coming year. Mark stated that he now needs to do something with his dinosaur

kingdom. He stated that he has people interested in buying the dinosaurs but he is looking to move it to another location. He stated that he created this unimaginable world by mixing the dinosaurs with the civil war to capture what children like and what civil war buffs like. He stated they are investigating moving this to Grand Caverns. He stated they looked at a site where they think this would work. He stated that tickets would be sold at the gift shop then people would walk over and go through the dinosaur section. He stated that they are looking to help increase revenue for the caverns. Mayor Austin suggested that Mr. Cline meet with Lettie Stickley and our Parks and Recreation committee to see if this is a viable option for us to move forward with.

UNFINISHED BUSINESS OF PREVIOUS MEETING

Town Superintendent Charlie Stickley informed the Council that the contractor that was going to give him an estimate to run the water line to Grand Caverns backed out. Therefore, he is in search for a new contractor. Councilman John Funk made a motion to table the easement with Cave Hill, LLC until the next meeting. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

With no further business to discuss Mayor Austin adjourned the meeting.

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, March 11, 2013 and welcomed guests. Town Treasurer Rhonda Danner called the roll. Members present were Mark Keeler, Mark Sterling, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Treasurer Rhonda Danner, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Town Superintendent Charlie Stickley and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the February 11, 2013 meeting. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to approve the Treasurer's report for the month of February 2013. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of March 11, 2013 and the remaining bills for the month of February for a total of \$78,126.08. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilwoman Marjorie Funk made a motion to approve payment for the Route 256 water line project to Momentum Earthworks in the amount of \$13,326.20, which is the last payment until the seed work is complete. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk stated that we have a request for a water connection that was part of an agreement with the Steger family. Councilman Marjorie Funk made a motion to grant the water connection per health department regulations. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Emily Holloway arrived at the meeting.

STREETS AND STREET LIGHTS

Councilman David Raynes made a motion to purchase the mower deck for the Ventrac mower at a cost of \$2,932.00. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to purchase a Sluice for Grand Caverns not to exceed \$8,000.00. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling made a motion to accept the bid from the Waynesboro YMCA for lifeguard staffing at Grand Caverns. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced the Community Yard Sale date is May 18, 2013 and the Grand Caverns 5K Race is April 19, 2013 at 6:30 p.m. She also announced that Kid's Fish Day is on Saturday, April 27, 2013.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilman John Funk made a motion to appoint Justin Neitzey to the Board of Zoning Appeals. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

UNFINISHED BUSINESS OF PREVIOUS MEETING

Audrey Dreelin addressed the Council stating that she was speaking on behalf of Cave Hill, LLC. She stated that she asked over a year ago for the Town to consider running the water line to Grand Caverns by coming down Dogwood Avenue, under south

river to the entrance of Grand Caverns. She said she is back today to ask the Town to abandon the waterline plans that the Town has through their property. She stated that they have proven with all the conservation studies that would have to be done it would not be cost effective to proceed through the Cave Hill property. Mrs. Dreelin stated that she is asking the Town to no longer pursue the waterline easement with Cave Hill, LLC.

Mayor Berton Austin asked Town Superintendent Charlie Stickley for his recommendation since he has attended all of the meetings. Town Superintendent Charlie Stickley stated that was the route we had chosen to go but with all the additional costs he stated that he would reconsider. Councilman Mark Sterling made a motion that we abandon pursuing the waterline through Cave Hill, LLC. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, and Marjorie Funk voted in favor of the motion, Councilman David Raynes abstained from the motion, motion carried.

With no further business to discuss Mayor Austin adjourned the meeting.

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, April 8, 2013 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Town Superintendent Charlie Stickley and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the March 11, 2013 meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to approve the Treasurer's report for the month of March 2013. Councilwoman Marjorie Funk seconded the motion. Mayor Austin informed the Council that we did receive a payment from FEMA in the amount of \$15,400.00 for relief from the storm in June 2012. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of April 8, 2013 and the remaining bills for the month of March for a total of \$75,858.27. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to set the public hearing for the 2013-2014 budget for Monday, May 13, 2013 at 7:00 p.m. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk presented a check to Steve Kegley, with the Grottoes Volunteer Fire Department, in the amount of \$5,230.94 for the annual donation and reimbursement for water services and thanked them for all they do for the Town and surrounding community.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler stated that a couple of months ago he presented to Council a quote to re-write our comprehensive plan from the Central Shenandoah Planning District Commission in excess of \$40,000.00. He stated that we asked staff to try to explore more options. Councilman Mark Keeler stated that staff has met with Dr. Nicholas Swartz, Masters of Public Administration at JMU, about using our comprehensive plan as a class project. Councilman Mark Keeler stated that we have received a quote for \$15,900.00 from Dr. Swartz for a complete re-write of the comprehensive plan. Councilman John Funk made a motion to provide funding to cover the quote in the amount of \$15,900.00. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Keeler asked for funding to send four Planning Commission Members to the Certified Planning Commissioners Course. He stated that the registration fee is \$450.00 per person. Councilman Mark Keeler made a motion to approve funding for the course. Councilwoman Marjorie Funk seconded the motion. Town Clerk Tara Morris stated that the reason we are requesting to send up to four is because the course is being held in Harrisonburg and we would not have to pay for lodging expenses. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling stated that Mark Cline has asked the Council to entertain the thought of allowing him to bring a couple of dinosaurs to Grand Caverns and place them around the park to see if they are an attraction. This would be free of charge and just to see the response. Mayor Austin asked since this is someone bringing their personal property in on Town property, would this be an insurance issue. Town Counsel Nathan Miller stated that the Town's insurance would cover but suggested a wavier with him in case his property would get damaged. Councilman Mark Sterling made a motion to allow Mark Cline to bring a couple of dinosaurs in and set-up with a contract stating that the Town is not liable for any damages or repairs. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, David Raynes

and Marjorie Funk voted in favor of the motion, Councilman John Funk voted against the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced the RML meeting is on Wednesday, April 17, 2013 in Mount Crawford and that the Grand Caverns 5K Race is on Friday, April 19, 2013. She also reminded the Council that the Chief Charlie's Kids Fish Day is on Saturday, April 27, 2013 and the community yard sale is on Saturday, May 18, 2013.

PERSONNEL, FIRE AND POLICE PROTECTION

Chief Painter asked for Council's permission to acquire military surplus equipment. He stated that they are looking to acquire two Hummers and two four-wheel drive gators. He stated that this would be no cost to the Town. Councilman David Raynes made a motion to allow Chief Painter to proceed with acquiring these items. Councilman Mark Sterling seconded the motion. Council members David Raynes, Emily Holloway, Mark Sterling and Marjorie Funk voted in favor of the motion, Councilman John Funk voted against the motion, Councilman Mark Keeler abstained from the motion, motion carried.

Councilman John Funk made a motion to convene into closed session pursuant to section 2.2-3711(A)1 of the Code of Virginia to discuss matters relating to personnel. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes and Marjorie Funk voted in favor of the motion, motion carried.

Upon return from closed session a record vote is taken of each Council member to declare that they discussed only public business matters lawfully exempted from statutory open meeting requirements and public business matters identified in the motion to convene into closed session. M. Keeler; yes, M. Sterling; yes, E. Holloway; yes, B. Austin; yes, J. Funk; yes, D. Raynes; yes, and M. Funk; yes.

With no further business to discuss Mayor Austin adjourned the meeting.

Councilman David Raynes called the Town Council Public Hearing to order at 7:00 p.m. on Monday, May 13, 2013 and welcomed the citizens. Town Treasurer Rhonda Danner called the roll. Members present were Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk. Also present were Town Treasurer Rhonda Danner, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Town Superintendent Charlie Stickley, and Police Chief John Painter.

Councilman David Raynes stated that the public hearing was to hear citizens' comments regarding the FY 2013-2014 Annual Budget.

Town Manager Jeff Nicely stated that he prepared a power point presentation and that everyone should have a copy of it. He stated that the total budget for FY 2014 is \$4,629,455.00. He stated that the drastic increase for this budget is because of the loan for the upgrades at the wastewater treatment plant. Town Manager Jeff Nicely stated that if you subtract the loan amount from the proposed budget the proposed budget would be less than this year's operating budget. Town Manager Jeff Nicely stated that we are proposing a five cents cigarette tax increase with a projected income of \$25,000.00 more in revenue based on the increase and budget verses actual. He also stated that the park fund transfer went down 42% and that Grand Caverns continues to do well funding both parks. Town Manager Jeff Nicely stated that in the Water and Sewer fund we are proposing a 25% increase on the water and sewer base rate. This is to help with the wastewater treatment plant upgrades which are mandated by the state. He stated that the increase in water is to go towards replacing and upgrading water lines. Town Manager Jeff Nicely stated that we have proposed a three percent salary increase for the full-time employees that are within their pay scale and that do not pay for their insurance. For the employees that pay 20% of their insurance the Town is going to start paying that premium. Town Manager Jeff Nicely stated that we have two employees on the family plan which currently the Town does not compensate at all. He stated that the proposal is to start paying 20% of the family plan.

No citizen comments were made.

Councilman Mark Keeler asked how the 20% on the family measured out to the employee only. Town Manager Jeff Nicely stated that the employee only rate (20%) is \$115.00 per month which the Town will start paying for the employee. Councilman

David Raynes asked if the wastewater project is still 2.08 million. Town Manager Jeff Nicely stated that is correct.

With no further comments Councilman David Raynes adjourned the public hearing.

Councilman David Raynes called the regular Council meeting to order.

Councilwoman Marjorie Funk made a motion to approve the minutes from the April 8, 2013 meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to accept the Treasurer's Report for the month of April, 2013. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of May 13, 2013 and the remaining bills for the month of April totaling \$141,415.32. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilwoman Marjorie Funk made a motion to make a payment to Momentum Earthworks in the amount of \$1,809.45. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler informed the Council that the Planning Commission met with Dr. Nicholas Swartz and Mr. Courtland Robinson and has decided to go forth with their services for updating the comprehensive plan.

Councilman Mark Keeler stated that there is a seminar hosted by the Virginia Chapter of American Planning Association. He stated that this is a review of the action held by the general assembly. He stated that this seminar is being held in Staunton and the registration cost is \$125.00. Councilwoman Marjorie Funk made a motion to allow Planning Commission Member Justin Neitzey to attend the seminar in Staunton and to pay registration costs of \$125.00. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

STREETS AND STREET LIGHTS

Councilman David Raynes made a motion to accept the quote from Smith Paving in the amount of \$206,998.04. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to allow the Fountain Cave Adventure Tours. Councilwoman Marjorie Funk seconded the motion. Town Manager Jeff Nicely explained to Council that this cave does not have hand railings and lights. He stated that some Town staff along with our VML Insurance Representatives and six members from the Rockingham County Fire/Rescue toured the cave to check for any safety concerns. He stated that fire/rescue had no problems with the cave and felt they would not have any problems getting someone out if need be. The VML representative had no concerns and said our premiums would not go up since we were already covered for cave tours. Town Manager Jeff Nicely stated that anyone wanting to go on the adventure tour would have to sign up and pay in advance and would be required to wear a lighted helmet, knee pads, and have a flash light. He stated that we would start doing tours one Saturday a month and see what the demand is. He said the tours last two to three hours and it takes two guides for the tour. Town Manager Jeff Nicely stated that the cost is \$1,088.00 to purchase all supplies needed to start the adventure tours. He stated that this is a minimal cost for something that could be very successful. Councilman Mark Sterling amended his motion to include \$1,200.00 to purchase supplies needed to start the Fountain Cave Adventure Tours. Councilwoman Marjorie Funk accepted the amendment. Council members Mark Keeler, Mark

Sterling, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk announced that VML is holding a legislation meeting in Bridgewater at no cost and encouraged anyone who can to attend. Town Manager Jeff Nicely stated that this is on June 7, 2013 at 10:00 am.

Councilwoman Marjorie Funk announced that on May 18th the summer market will begin and the community yard sale is also that day. She stated that the pool opens on May 25th at noon and Heritage Day is on June 15, 2013 with day time activities beginning at 10:00 am. Councilwoman Marjorie Funk stated that on June 21, 2013 we will be having movie night in the park featuring Wreck-It Ralph and the movie will begin at dusk.

Councilwoman Marjorie Funk stated that the Grottoes Veterans' Group will be having a Memorial Day Ceremony on Monday, May 27, 2013 at the Town Hall at 11:30 am with light refreshments following the service.

PERSONNEL, FIRE AND POLICE PROTECTION

Chief Painter stated that Chief Charlie's Kids Fish Day was a very successful event. He stated that they had a lot of help and gave away a lot of food and prizes.

With no further business to discuss Councilman David Raynes adjourned the meeting.

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, June 10, 2013 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Town Superintendent Charlie Stickley and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the May 13, 2013 meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to approve the 2013-2014 Annual Budget. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk stated that last year we approved to give employees all state holidays off including the days granted by the governor. Councilman John Funk stated that July 4th is on a Thursday and he would like to make a motion that the Town grant the Town employees Friday July 5, 2013 off as a holiday. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the Treasurer's report for the month of May 2013. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of June 10, 2013 and the remaining bills for the month of May for a total of \$132,250.33. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the resolution stating that the Town will cover the two percent

employee portion to the Virginia Retirement Systems for their portion of the retirement. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk informed the Council that the Grand Caverns Park continues to do extremely well. He stated that the last four months the revenue has been better than the previous years. He stated that Grand Caverns completely covers all expenses for that park and almost all expenses for Mountain View Park.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler informed the Council that we did not spend the money he requested last month to send Planning Commissioner Justin Neitzey to the planning seminar in Staunton. He stated that the seminar was very similar to the VML seminar that was hosted by Bridgewater at no cost to the towns and that Justin and others attended the seminar in Bridgewater.

SPECIAL EVENTS

Councilwoman Marjorie Funk announced that Heritage Day is on Saturday, June 15th at Grand Caverns. She stated that our first movie night in the park is Friday, June 21st beginning at dusk and the movie showing will be Wreck-It Ralph. Councilwoman Marjorie Funk stated that there will be some Friday night bluegrass in Mountain View Park starting at 7:00 p.m. during July and August.

PERSONNEL, FIRE AND POLICE PROTECTION

Town Manager Jeff Nicely introduced Logan McDonald to the Council. He stated that Logan just completed his freshman year at Hampton Sydney and is interested in going into the local government field. He stated that Logan is working about two days a week unpaid for the summer. Town Manager Jeff Nicely stated that he made the Bluegrass Flyer that was in your packet and is working on a grid system to identify the location of bricks in the Veterans Memorial. Mayor Berton Austin welcomed Logan to the Town and thanked him for coming to work with the Town.

With no further business to discuss Mayor Austin adjourned the meeting.

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, July 8, 2013 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Town Superintendent Charlie Stickley and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the previous meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilwoman Marjorie Funk made a motion to pay the last payment to Momentum Earthworks in the amount of \$20,113.88 for the completion of the water line along Third Street. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced the next movie night will be on Friday, July 19th featuring Oz The Great and Powerful. She also mentioned that she attended and welcomed everyone to the Friday night Bluegrass in the park and stated that it was a success.

PERSONNEL, FIRE AND POLICE PROTECTION

Town Manager Jeff Nicely informed Council that we have sent the plans for the waste water treatment plant upgrades to DEQ for approval and that we are hoping to bid the project out in September.

Town Manager Jeff Nicely stated that VAR is asking permission to enter and remap Fountain Cave for the Town. Councilman John Funk made a motion to grant permission to remap Fountain Cave. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Jeff Nicely stated that Ken Schuler, a local artist, attended Heritage Day and has made a drawing of a civil war soldier signing the wall in the Cave. He has offered this original print to the Town for \$1,850.00. This would give us the rights to have prints made to sell in the gift shop or whatever we wanted to do. He stated another option would be that he could sell prints in the gift shop and we would get a commission from the sales. Mayor Austin suggested that the Town Manager continue conversations and pursue marketing strategies to see if this is a viable option for the Town.

Town Manager Jeff Nicely informed Council that on September 14th the Mount Olive Church has rented out the shelters at Grand Caverns for a Christian Music Festival and Youth Rally. He also stated that the Mount Olive group is talking with Lettie about having a haunted cave. He stated that we do not have any details yet but they will send us what they are proposing and we can discuss it next month.

Councilwoman Emily Holloway stated that she had talked with Jeff about having a street dance the evening of the Harvest Festival. She has talked to some bands about pricing and donations and she has talked to the fire department and rescue squad about food for the event making it just a full day of community events.

With no further business to discuss, Mayor Austin adjourned the meeting.

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, August 12, 2013 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Town Superintendent Charlie Stickley and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the previous meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to accept the Treasurer's report for the month of June 2013. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilwoman Marjorie Funk informed the Council that the bid opening for the wastewater treatment plant project will be held on Thursday, August 29, 2013 at 2:00 p.m. and the public hearing for the bond will be held on Monday, September 9, 2013 at 7:00 p.m.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler informed the Council that Jackie Dunsmore, the guidance counselor at South River Elementary School, will be hosting a meeting on August 15, 2013 at 7:00 p.m. to discuss families in need in the community and she wanted to extend an invitation to Council.

Councilman Mark Keeler also announced the Planning Commission will be having a public meeting on Tuesday, August 27, 2013 at 7:00 p.m. to hear citizen comments regarding golf carts.

PARKS, RECREATION AND PUBLIC FACILITIES

Town Manager Jeff Nicely stated that the Ken Schuler original print of a civil war soldier signing his name in the cave was originally offered to us for \$1,850.00 and now he has lowered his price to \$1,500.00. Jeff stated that this would give us the original print matted and framed. This will give us all rights to the print. Councilwoman Emily Holloway asked if we thought we could sell it. Lettie Stickley, Parks and Recreation Specialist, stated that we could without any problems. Councilwoman Emily Holloway made a motion to purchase the print from the general fund for \$1,500.00. Councilman Mark Keeler seconded the motion. Mayor Austin asked if we had a place to allocate this purchase. Councilwoman Emily Holloway amended her motion to allocate the money from the general fund to the gift shop/advertising budget. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to accept the quote in the amount of \$6,120.00 to repair the tennis courts. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Jeff Nicely stated that the Produce Market is now at Grand Caverns and is doing much better there than at the Town Hall. He stated Denise Malin has been faithfully coming to set up each week and has asked about renting the kitchen/concession stand at the pool to do her canning processing. She has offered to pay \$100.00 a month. Councilman John Funk stated that he doesn't feel that \$100.00 a month would cover the expenses and is also concerned about insurance. Lettie Stickley, Parks and Recreation Specialist, stated that she was okay with renting the kitchen out but feels that Ms. Malin would have to get her own liability insurance. Town Counsel Nathan Miller stated that we needed to check with VML to see what our insurance covers.

Town Manager Jeff Nicely stated that the Mount Olive Church is talking to Lettie about having a haunted cave. He stated that they want to split the cost and the revenues half and half with the Town. Parks and Recreation Specialist Lettie Stickley stated that they are only looking at having the haunted cave the weekend before Halloween. She stated that we have received requests for a haunted cave. Councilman John Funk made a motion to pass and not allow the church's haunted cave request.

Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk announced that the revenue for the month of July was over \$83,000.00. He stated this is the highest month we have ever had since records were started in 2003.

Parks and Recreation Specialist Lettie Stickley informed the Council that the Fountain Cave tours will start next week.

Councilman Mark Sterling asked Town Manager Jeff Nicely if he has found out who has the insurance on the little League fields once their season is over. Town Manager Jeff Nicely stated that Little League carries their own insurance. They lease the property from the Town and the Town has insurance on the entire park.

SPECIAL EVENTS

Councilwoman Emily Holloway announced the Harvest Festival is on Saturday, September 21 and that evening from 6:00 to 9:00 we are planning a street dance. She stated that The Goodsen Band is going to play and the Grottoes Rescue Squad and Fire Department will sell food at the event.

Councilwoman Emily Holloway stated that she has confirmed with the Fire Department that the senior citizens luncheon will be on October 12, 2013.

Town Clerk Tara Morris informed the Council that the Bluegrass Festival is September 5-7 and the Grand Caverns 5K race is scheduled for September 27th.

PERSONNEL, FIRE AND POLICE PROTECTION

Town Manager Jeff Nicely stated that Chief Painter is requesting a new computer. He stated that he has obtained three quotes for a computer and would be satisfied with any of the three. Councilman John Funk made a motion to purchase the computer for the Chief for \$1,292.98. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Jeff Nicely updated Council on the wastewater treatment plant project. He stated that we have received the loan commitment letter and that the Town Attorney has been in contact with the Bond Council. Also we have a pre-bid meeting on August 20th at 10:00 a.m. and the bid opening on August 29th at 2:00 p.m.

Town Manager Jeff Nicely stated that we received two bids for the culvert rehabilitation project and the lowest bid was \$291,700.000 by D & S Contractors. He stated that they have since given us on alternative bid and an alternative method which could save the Town about \$60,000.00. He stated that if we decided to change our method, we will have to re-bid the project. Town Manager Jeff Nicely stated that this will also depend if VDOT will accept the project.

Town Manager Jeff Nicely stated that Verizon has decided not to install the monopole tower. He stated the reason for this is because they want to install a 40-foot deep foundation between our two water wells. He stated that they would like to put antennas on the hand rail. They still feel they can get the 4G with those antennas.

Town Manager Jeff Nicely stated that we received \$1,667.00 from Michael Betts for the spring race and we have already purchased another piece of equipment for the walking trail.

With no further business to discuss Mayor Austin adjourned the meeting.

Mayor Berton Austin called the Town Council Public Hearing to order at 7:00 p.m. on Monday, September 9, 2013 and welcomed the citizens. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Town Superintendent Charlie Stickley, and Police Chief John Painter.

Mayor Berton Austin stated that the public hearing was to hear citizens' comments regarding the financing cost of constructing and equipment upgrades at the waste water treatment plant.

Town Manager Jeff Nicely stated we have the loan commitment letter from Virginia Resources and the resolution that we will need to pass to start the process of the financing.

No citizen comments were made.

No Council comments were made

With no further comments Mayor Austin adjourned the public hearing.

Mayor Berton Austin called the regular Council meeting to order.

Councilwoman Marjorie Funk made a motion to approve the minutes from the August 12, 2013 meeting. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to accept the Treasurer's Report for the months of July 2013 and August 2013. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of September 9, 2013 and the remaining bills for the months of June, July and August 2013 totaling \$542,753.79. Councilman

David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion that we approve the resolution of the Town Council of the Town of Grottoes, Virginia authorizing the issuance and sale of its general obligation and revenue bond or other financing and providing for the form, details, and payment. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilwoman Marjorie Funk made a motion to accept the bid from English Construction in the amount of \$1,999,000.00 for the wastewater treatment plant improvement project caveated DEQ's approval. Councilman David Raynes seconded the motion. Town Manager Jeff Nicely informed the Council that Doug Huggins from CHA is here tonight and is willing to answer any questions you may have. Councilwoman Marjorie Funk asked if he has ever worked with this company in the past. Mr. Huggins replied and stated that he has and has not had any problems working with them. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler stated that the Planning Commission held a public meeting to hear citizens' comments on golf carts being driven in Town. He stated that the meeting was very successful and received a lot of input from the citizens. He stated that safety seems to be the biggest concern. Councilman Mark Keeler stated that currently the Planning Commission is waiting to hear from Council to find out if they want them to prepare a golf cart ordinance. Councilman John Funk made a motion to ask the Planning Commission to draft an ordinance for golf cart usage. Councilman David Raynes seconded the motion. Councilwoman Emily Holloway asked if we should give them some guidelines. Councilman Mark Keeler stated that there are other stipulations that would have to be followed. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes and Marjorie Funk voted in favor of the motion, motion carried.

STREETS AND STREET LIGHTS

Councilman David Raynes made a motion to accept the bid from D&S Contractors for the culvert rehabilitation on 14th Street and 20th Street in the amount of \$291,700.00. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced the Community Yard Sale is scheduled for Saturday, September 14, 2013 and the Harvest Festival and Street Dance is scheduled for Saturday, September 21, 2013. She stated that the Harvest Festival is from 9:00 am until 3:00 pm and that we will not be having the Chili Cook-Off this year. She also stated that the street dance will be from 6:00 pm until 9:00 pm and asked the Council to help supervise the moon bounce for this event.

Councilwoman Emily Holloway stated that on Friday, September 27, 2013 is the Grand Caverns 5K race and on Saturday, October 12, 2013 is the senior citizen's luncheon at the fire department.

PERSONNEL, FIRE AND POLICE PROTECTION

Town Manager Jeff Nicely stated that he wanted to direct Council's attention to the section of the staff report on the Grottoes Little League. He stated that he has had citizens complain to him about not being allowed to use the fields. Town Manager Jeff Nicely stated that our agreement with the Little League states that if the fields are not being used for Little League, then Town residents and/or their guests can use them. Jeff stated he and Mark Sterling met with the Little League President and discussed this with him. Councilman John Funk asked if he thought this has been resolved since they talked to the president and Councilman Mark Sterling replied no. Councilman John Funk stated that our citizens, the taxpayers, have paid taxes towards the park and should be allowed to use the fields. He feels it would be a terrible mistake for the Little League not to be involved. Town Manager Jeff Nicely stated that the Little League is saying that they are requiring people or teams to volunteer so much time in exchange for use of the fields. Then when people volunteer, they won't count the hours because it wasn't at the right time or for the right

event. Councilman John Funk stated that he doesn't feel it's right to tell somebody they have to put in time to be able to use the fields because they are paying their taxes. Mayor Berton Austin asked if we should re-evaluate our lease with the Little League. Councilman John Funk stated that he would like for the Little League to know that the Council appreciates what they do and they also appreciate what the taxpayers do so we need to find a solution or the Little League won't be there anymore. Councilman Mark Sterling stated that the Board of Directors will be voting on new members in October. Mayor Berton Austin asked that the new executive board members of the Grottoes Little League come to the November Council meeting.

Councilwoman Emily Holloway asked how the Bluegrass Festival went last weekend. Town Manager Jeff Nicely stated that the camping attendance was down this year and that Thursday and Friday were slow but there was a large attendance on Saturday. He said they are still working on the books but feel like they broke even or made a little profit.

UNFINISHED BUSINESS FROM PREVIOUS MEETING

Town Manager Jeff Nicely stated that when Mrs. Denise Malin checked about getting the liability insurance, she decided it wasn't feasible to rent the concession stand at Grand Caverns.

With no further business to discuss, Mayor Berton Austin adjourned the meeting.

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Tuesday, October 15, 2013 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Town Superintendent Charlie Stickley and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the previous meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to accept the Treasurer's report for the month of September 2013. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the bills as of October 15, 2013 and the remaining bills in September totaling \$177,591.52. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilwoman Marjorie Funk stated that we just received verbal commitment from DEQ for the funding of the Wastewater upgrade project and that closing for this has been set for November 7, 2013.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler stated that the Planning Commission has drafted a golf cart ordinance for the Council to review. He stated that the Planning Commission is recommending to Council that the speed limit on Dogwood Avenue from 3rd Street to 6th Street be lowered to 25 MPH in order for golf carts to cross Dogwood Avenue. Councilman Mark Keeler made a motion to have the Council review the ordinance and the recommendation from Planning Commission to lower the speed limit on Dogwood Avenue

from 3rd Street to 6th Street to 25 MPH. Councilman Mark Sterling seconded the motion. Councilwoman Emily Holloway asked if a traffic study needed to be done before we change the speed on a road. Chief Painter stated that we would have to do a traffic study then we could make changes to speed limit once the study was complete. Councilman John Funk asked if the motion was to change the speed limit. Councilman Mark Keeler stated that it was his motion to change the speed limit based on the recommendation from the Planning Commission. Councilman Mark Keeler stated that the Planning Commission was asked to draft an ordinance and recommend ways golf carts can operate throughout the Town. He stated that he knows this does not accommodate everyone but it does accommodate the majority. Council members Mark Keeler and Emily Holloway voted in favor of the motion. Council members Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted against the motion, motion denied.

Councilman Mark Keeler made a motion to adopt the golf cart ordinance update as presented. Councilman John Funk seconded the motion. Councilman Mark Keeler stated that he is concerned with how the golf carts are going to cross Dogwood Avenue. He said that at the public meeting it was mentioned that they will push them across. Councilman Mark Keeler stated that he would like to hear from Chief Painter. Chief Painter stated that he feels it is more dangerous for people to push their golf cart across a 35 MPH zone than to drive across it. Chief Painter stated that he cannot stop them from pushing them across unless we have an ordinance that says they cannot push them across. Council members Mark Sterling, John Funk, David Raynes and Marjorie Funk voted in favor of the motion. Council members Mark Keeler and Emily Holloway voted against the motion, motion carried.

Councilman Mark Keeler informed the Council that the citizen surveys are out for the comprehensive plan update.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to send Nathan Garrison to a Certified Pool Operator's Class. The registration fee is \$320.00 plus money for travel and food. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling made a motion to spend up to \$600.00 for the History Mobile and the Civil War Panel exhibits for Heritage Day. Councilman John Funk seconded the motion.

Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced that the senior citizens' luncheon was really nice. She stated that she had some complaints that we didn't have entertainment. She stated that she had several compliments on the meal and thanked the Council for serving the seniors.

Councilwoman Emily Holloway announced there will be a retirement reception on October 29, 2013 from 1:00-2:00 pm for Officer CM Hess.

Councilwoman Emily Holloway stated that the Christmas Parade will be on Sunday, December 8, 2013. She asked Council what their opinion was on the time. After discussion the time is set for 5:30 p.m. and line-up will start at 4:30 p.m. behind the Town Hall. Councilwoman Emily Holloway stated that the parade will end at the fire house with cookies and hot chocolate.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilman John Funk made a motion to allow Officer CM Hess to purchase his service weapon upon his retirement. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Emily Holloway made a motion to convene into closed session pursuant to section 2.2-3711(A)1 of the Code of Virginia to discuss matters relating to personnel. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Upon return from closed session a record vote is taken of each Council member to declare that they discussed only public business matters lawfully exempted from statutory open meeting requirements and public business matters identified in the motion to convene into closed session. M. Keeler; yes, M. Sterling; yes, E. Holloway; yes, B. Austin; yes, J. Funk; yes, D. Raynes; yes, and M. Funk; yes.

With no further business to discuss Mayor Austin adjourned the meeting.

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Wednesday, November 13, 2013 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the previous meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to accept the Treasurer's report for the month of October 2013. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the bills as of November 13, 2013 and the remaining bills in October totaling \$58,688.64. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to give Monday, December 23, 2013 and Tuesday, December 31, 2013 as additional holidays for the staff. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilwoman Marjorie Funk stated that the bond closing for the wastewater treatment plant upgrades has been done and there is a pre-construction meeting with English Construction on Friday, November 22, 2013 at 10:00 am.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler announced the first reading to amend Chapter 155 to add Article VI - Operation of Golf Carts on Public Highways.

Councilman Mark Keeler also announced the first reading to amend Chapter A171 Section 171.1.I Fees.

Councilman Mark Keeler stated that next month they will have the second reading for both ordinances and after the readings they will come up for a vote.

PARK, RECREATION, AND PUBLIC FACILITIES

Councilman Mark Sterling stated that he has met with the new President of the Grottoes Community Little League and discussed some of the complaints that the Town received and feels good about their discussion.

Town Manager Jeff Nicely stated that Mr. J.N. Riddel is here tonight to answer any questions that the Council has. Mr. J.N. Riddel stated that he is new to this position and was not in the forefront last season so he doesn't know everything that went on but he said he is trying to clean up some of the mess. Mayor Berton Austin stated that the big concern the Council has is that our citizens and their guests were being told they could not use the fields. Mr. Riddel asked the Council that if anything like this happens this year to please contact him immediately. He stated that in order to make the Little League successful they need the support of the Town. Mayor Austin thanked Mr. Riddel for coming to the meeting tonight.

SPECIAL EVENTS

Councilwoman Emily Holloway announced the Christmas Parade is on Sunday, December 8, 2013 at 5:30 pm and that line-up starts at 4:30 pm. She stated that Council will be walking through the parade handing out candy like in years past and the parade will end at the fire department with cookies and hot chocolate.

Councilwoman Emily Holloway stated that the home decorating contest will be judged on Monday, December 9, 2013 starting at 7:00 pm.

Councilman Mark Keeler added the Caroling in the Caverns on Saturday, December 14, 2013 starting at 6:00 pm.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilman David Raynes made a motion to move the December Council meeting from Monday, December 9, 2013 to Wednesday, December 11, 2013 at 7:00 pm. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL ORDER OF BUSINESS

Cheryl Keeler addressed the Council and thanked them for their continued support. She stated that the Massanutten Regional Library is taking part in Libraries Change Lives Declaration for the Right to Libraries and in doing so they are seeking support from the localities. Mrs. Keeler read the beginning paragraph and the ten statements of why a library changes lives and asked if the Grottoes Council would consider showing their support. Councilman John Funk made a motion to support the Libraries Changes Lives Campaign. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman David Raynes made a motion to convene into closed session pursuant to section 2.2-3711(A)1 of the Code of Virginia to discuss matters relating to personnel. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Upon return from closed session a record vote is taken of each Council member to declare that they discussed only public business matters lawfully exempted from statutory open meeting requirements and public business matters identified in the motion to convene into closed session. M. Keeler; yes, M. Sterling; yes, E. Holloway; yes, B. Austin; yes, J. Funk; yes, D. Raynes; yes, and M. Funk; yes.

With no further business to discuss Mayor Austin adjourned the meeting.

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Wednesday, December 11, 2013 and welcomed guests. Town Treasurer Rhonda Danner called the roll. Members present were Mark Keeler, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Treasurer Rhonda Danner, Town Attorney Nathan Miller, Town Manager Jeff Nicely, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the previous meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler announced the second reading to amend Chapter 155 to add Article VI - Operation of Golf Carts on public Highways.

Councilman Mark Keeler announced the second reading to amend Chapter A171 (Fees) Section 171.1.I

Councilman Mark Keeler made a motion to add Article VI - Operation of Golf Carts on Public Highways to Chapter 155. Councilwoman Emily Holloway seconded the motion. Town Treasurer Rhonda Danner did a roll call vote with the following responses: M. Keeler; yes, E. Holloway; yes, J. Funk; yes, D. Raynes; yes, M. Funk; yes, motion carried.

Councilman Mark Keeler made a motion to amend Section 171.1.I of Chapter A171-Fees. Councilman David Raynes seconded the motion. Town Treasurer Rhonda Danner did a roll call vote with the following responses: M. Keeler; yes, E. Holloway; yes, J. Funk; yes, D. Raynes; yes, M. Funk; yes, motion carried.

Councilman Mark Keeler made a motion to accept the resolution to establish the times of the regular meetings for 2014 and the organizational meeting for 2015. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Jeff Nicely informed the Council that in August of 2012 David Kirby requested to subdivide block 122 into six lots and the planning commission recommended to approve the

subdivision with the stipulation that the buildings encroaching the alley be removed if Council approved. Council approved the subdivision with the stipulations and the block was subdivided. Mr. Kirby came back to the Town in November of 2012 asking that we allow the building to stay until the lots were developed and the Council agreed to his request. Now Mr. Kirby has come back to the Town asking if he could keep the building that fronts Forest Avenue, which is a garage. Town staff discussed this with him and said it could be possible if he granted a 10-foot easement into his property which would allow for utilities to go through if those lots were ever developed. Councilman Mark Keeler stated that we have some legal issues to look at as well as whether we would be setting our own precedent and he feels we need some time to review. Councilman Mark Keeler made a motion to table the request from Mr. Kirby. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced the winners of the home decorating contest. Winner of the Reason for the Season Award was 706 3rd Street, Winner of the Elegance Award was 309 2nd Street, and winner of the Clark Griswold Award was 405 20th Street. She also thanked the women's group from the Grottoes Church of the Brethren for judging this year's contest.

Councilwoman Emily Holloway announced the Caroling in the Caverns is on Saturday December 14, 2013 starting at 6:00 pm. and due to the weather last week the parade was postponed until Sunday, December 15, 2013 at 5:30 pm.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilman Mark Keeler made a motion to reappoint Jim Justis and Brian Robertson to the Planning Commission for another four year term. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, and Marjorie Funk voted in favor of the motion. Councilman John Funk voted against the motion, motion carried.

Councilman David Raynes made a motion to convene into closed session pursuant to section 2.2-3711(A)1 of the Code of Virginia to discuss matters relating to personnel. Councilman John Funk seconded the motion. Council members Mark Keeler,

Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Upon return from closed session a record vote is taken of each Council member to declare that they discussed only public business matters lawfully exempted from statutory open meeting requirements and public business matters identified in the motion to convene into closed session. M. Keeler; yes, E. Holloway; yes, B. Austin; yes, J. Funk; yes, D. Raynes; yes, and M. Funk; yes.

Councilman John Funk made a motion to appoint Ellen Showers and Rebecca Holloway to fill the vacancies on the Board of Zoning Appeals. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

With no further business to discuss Mayor Austin adjourned the meeting.

