

Mayor Morris called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, January 11, 2010 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Berton Austin, John Funk, Joe Morris, Mark Sterling, Jim Justis, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Superintendent Ashley Davison, Operations Manager Charlie Stickley, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes as presented from the December 14, 2009 Council meeting. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis 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 as presented. Councilman Berton Austin seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the bills for the month of December through January 11, 2010 totaling \$76,999.32. Councilman Jim Justis seconded the motion. Council members David Raynes, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin made a motion to adopt the resolution to establish the 2010 meeting times and the 2011 organizational meeting. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Berton Austin announced the second reading of the curfew ordinance to amend section 78-1 (A&B) of the Town Code of the Town of Grottoes, Virginia, to add a new provision regarding curfew regulations.

Councilman Berton Austin announced the second reading to amend Chapter 4 of the Town Code of the Town of Grottoes, Virginia, to add a new Article XIII Town Manager.

Councilman Berton Austin announced the second reading to amend Chapter 4 Article X Town Superintendent.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to accept the Virginia Department of Forestry stimulus funding grant in the amount of 50,000.00 for the South River Stream Bank Stabilization, Buffer Enhancement, Education and Access ARRA project number 09SHEV04. Councilman John Funk seconded the motion. Councilman Jim Justis asked if we are well in coordination with them on the paperwork that will have to be completed for this grant. Superintendent Ashley Davison stated that she has all the paperwork for the grant and stated that she is working closely with the Department of Game and Inland Fisheries for their expertise on the project.

Council members Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk informed the Council that the Town of Timberville will be hosting the next RML meeting on January 20, 2010 at 6:30. She stated the that speaker for the evening is Mark Flynn, Director of Legal Services from VML. The topic is the upcoming general assembly session and the proposed legislation that could have an impact on towns. Councilwoman Marjorie Funk asked that Council let Tara know if you plan to attend before leaving tonight.

PERSONNEL, FIRE AND POLICE PROTECTION

Mayor Morris stated that if any member of Council would like to switch committees to let him know. He stated that personally he would like to keep the committees the way they are but if anyone wants to change let him know and he will look into it.

Mayor Morris stated that he wanted to thank the Council, Legal Counsel, and all the employees. He stated

that this year was definitely a strenuous year for us and that everyone has done an outstanding job working together and working closely on the Town's projects. Everyone's cooperation has really made things go smoothly and he wanted to acknowledge and thank everyone very much for all their hard work.

Superintendent Ashley Davison stated that the Commission on Local Government met today to discuss the annexation proceedings and hopefully we will hear back from them soon.

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

Mayor Morris called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, February 8, 2010 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were David Raynes, Berton Austin, John Funk, Joe Morris, Mark Sterling, Jim Justis, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Superintendent Ashley Davison, Operations Manager Charlie Sticklely, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes as presented from the January 11, 2010 Council meeting. Councilman Mark Sterling seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis 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 January as presented. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the bills for the month of January through February 8, 2010 totaling \$64,418.76. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to cover the \$398.66 overage on the Little League light bill. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to purchase a new police car not to exceed \$38,000.00. Councilman Mark Sterling seconded the motion. Mayor Morris stated that the car will be purchased from Dick Myers Automotive and the police package for the radios and striping will be done at Sheehy. Councilman David Raynes asked if we have thought about buying another SUV for the police department. Mayor

Morris stated that the initial cost is much higher on the SUV than on a car. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to give the Grottoes Volunteer Fire Department their annual donation of \$5,000.00. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to set aside \$5,000.00 in a savings account for the Grottoes Rescue Squad for their annual donation. Councilman Jim Justis seconded the motion. Councilman Jim Justis asked why this was the recommendation. Superintendent Ashley Davison stated that the Rescue Squad has been struggling to provide services to the community. She stated that she has a copy of the monthly call sheets showing that the volunteers are not properly responding to the calls. She stated that the calls are being answered by paid personnel that Rockingham and Augusta County staff at their station. She stated that this report is available if anyone wants to look at it. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Superintendent Ashley Davison stated that unfortunately Mr. Begoon was unable to make it tonight. Mayor Morris stated that his absence is due to a family emergency. Superintendent Ashley Davison asked that Council table this discussion until next month when Mr. Begoon can be here. She stated that she would like to give Council a little background information. She stated that there is a small map in the Council binders showing the property of Mr. Begoon. She stated that there is currently a water line that is in the ground. After Mr. Miller's office reviewed this, they have discovered that there is not an easement for the water line that we have in the ground on Mr. Begoon's property. Ashley stated that, with the current regulations, the sewer line has to be ten feet from the water line so we will need a twenty-foot easement. Mr. Begoon's concern is that, since the Town does not have a ten-foot water easement, it will need a thirty-foot

easement instead of a twenty-foot easement. Ashley stated that the Town agreed to pave Shendun Drive in exchange for the easement at his request. She stated that Mr. Begoon is concerned that a thirty-foot easement will limit the development of the property. Ashley stated that this is why Mr. Begoon wants to discuss this matter further with Council. Councilman Jim Justis made a motion to table this until next month. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin made a motion to amend the curfew ordinance. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Berton Austin made a motion to amend Chapter 4 Article X, Town Superintendent. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Berton Austin made a motion to amend Chapter 4 to add Article XIII, Town Manager. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

STREETS AND STREET LIGHTS

Mayor Morris thanked Charlie, Ashley and the maintenance staff for all their hard work in keeping the streets cleaned during the snow storms.

PARKS, RECREATION, AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to accept the quote from May Supply in the amount of \$726.52 for the purchase of two wall-mount toilets for the Grand Caverns Park. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to accept the proposed wedding fees for Grand Caverns. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Superintendent Ashley Davison stated that the bluegrass group that held concerts at the park last year would like to use the stage at Grand Caverns. She stated that if Grand Caverns was not available, they would like to be able to use the Mountain View Park stage. Council advised Ashley to work out a schedule with the bluegrass group.

Superintendent Ashley Davison stated that she would like to send out a request for proposal (RFP) for lifeguards at Grand Caverns Pool. She stated this would mean that the lifeguards would work for somebody else and they would take care of their training and scheduling. If we do not go this route, Ashley feels that we will need to hire a pool manager. She stated that even if we send out the RFP packets it does not mean we have to accept them.

SPECIAL EVENTS

Mayor Morris stated that the RML meeting that Timberville hosted was very informative.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilman John Funk made a motion to accept the Council Committee Assignments as presented. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk made a motion to purchase a desk for the Superintendent's office in the amount of \$1,093.00. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Jim Justis made a motion to appoint Ashley Davison to Town Manager of the Town of Grottoes effective immediately. Councilman David Raynes seconded the motion.

Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Jim Justis made a motion to appoint Charlie Stickley to the Town Superintendent position effective immediately. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Ashley informed the Council that the bridge inspections will be later this month.

UNFINISHED BUSINESS FROM PREVIOUS MEETING

Councilman Jim Justis thanked the staff for the coat rack in the Council Chambers.

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

Mayor Morris called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, March 8, 2010 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were David Raynes, Berton Austin, John Funk, Joe Morris, Mark Sterling, Jim Justis, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Ashley Davison, Superintendent Charlie Stickley, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes as presented from the February 8, 2010 Council meeting. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis 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 as presented. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the bills for the month of February through March 8, 2010 totaling \$92,880.16. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk presented Andrew Holloway, Fire Chief of the Grottoes Volunteer Fire Department, with a check for the Town's annual donation and thanked them for all of their hard work through the year. Andrew thanked the Council for their continued support to the fire department.

WATER AND SEWER

Town Manager Ashley Davison stated that Mr. Begoon is here to discuss the easement of his property. She stated that we had previously agreed on a 20-foot easement of Mr. Begoon's property in exchange for paving a portion of Shendun Drive. Ashley informed the Council that when we surveyed this property we discovered that a utility

easement was never done for the water line that was installed years ago. Therefore, now we are in need of a 30-foot easement to also include the water. Mr. Begoon stated that he was not in agreement with a 30-foot easement because this would limit what could be done on his lots. Mayor Morris informed Mr. Begoon that the offer we made him before is all that the Town is able to do and we need to know if he is willing to accept our offer. Mr. Begoon stated that he has not gone over the property so he would not be able to give an answer at this time. Mr. Begoon asked that Charlie Stickley go over the property with him. Mayor Morris asked Mr. Begoon to get back with Charlie and Ashley with his decision.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin announced the first reading to amend Chapter 4 Section 4 to add the Finance Chairman as an authorized check signer.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to accept the pool bid for staffing from the Waynesboro YMCA. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling made a motion to accept the quotes for the wiring for a generator. He stated this quote is to wire the Town Hall, the wastewater plant and the well lot so that a generator can be used if needed. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling made a motion to accept the quote from Black's Paint and Floor to install new flooring in the Town office hallway. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk announced the community yard sale date has been set for May 22nd.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilwoman Marjorie Funk made a motion to accept the updated Organizational Flow Chart for the Town. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Jim Justis made a motion to accept the updated job descriptions for the Town Manager's position. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Jim Justis made a motion to accept the updated job description for the Town Superintendent's position. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Chief Painter informed the Council that we have received a grant for an in-car camera system. The grant is a reimbursement grant and the system will cost \$6,900.00. Councilman Jim Justis made a motion to proceed with purchasing the camera system that will be refunded by the grant. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL ORDER OF BUSINESS

Jim Justis announced that the Grottoes Area Veterans' group will be having a ceremony at the Town Hall on Memorial Day.

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

Mayor Morris called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, April 12, 2010 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Berton Austin, John Funk, Joe Morris, Mark Sterling, Jim Justis, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Ashley Davison, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes as presented from the March 8, 2010 Council Meeting. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis 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 as presented. Councilman Jim Justis seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the bills for the month of March through April 12, 2010 totaling \$75,766.97. Councilman Mark Sterling seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Ashley Davison stated that she provided information on a new telephone system that has been budgeted for. She stated that we have three quotes from The Telephone Man, Broadway Electric, and Advanced Telephone. Ashley stated that it is her recommendation that we consider the Advanced Telephone quote. She stated that this quote includes a new telephone system and a future data plan system for Grand Caverns and the Town Hall. Ashley stated that they proposed two new telephone systems that will communicate through wireless internet with an nTelos IAD. She stated that this would combine our telephone, internet and long distance bills for both locations into one bill. Ashley stated that we budgeted \$10,000.00 for a new phone system for the Town Hall. However, adding a new phone system to Grand Caverns and connecting the two systems with the IAD raised the cost of the quote. She stated that the increase would be approximately \$5,000.00

over what we budgeted. Councilman John Funk made a motion to approve the expenditure of \$15,500.00 for the Advanced Telephone system quote. Councilwoman Marjorie Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion. Councilman Jim Justis voted against the motion, motion carried.

Mike Garber with PBGH addressed the Council and stated that they met with the Finance Committee before the meeting to review the audit and financial statement. He asked if the Council had any questions regarding the audit.

WATER AND SEWER

Councilman Jim Justis stated that we are currently the only Town still handling recoups. He stated that he is recommending to Council, based on staff recommendation that we get out of the recoup business. He stated that it does not mean that recoups cannot be done, but it will be between private parties now and the Town will not be involved. Jim stated that the current recoups we have on file will have to run their course and then we will be out of the recoup business completely. Councilman Jim Justis made a motion that the Town of Grottoes cease participation in recoups for water, sewer and other entities in the Town and that we will no longer be a part of any recoups, effective immediately; and current recoups in place will run their course. Councilwoman Marjorie Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin announced the second reading of Chapter 4, Section 4 of the Town Code of the Town of Grottoes, Virginia to modify provisions regarding the authority to sign checks.

Councilman Berton Austin stated that Council has the Planning Commission's recommended changes to the zoning map. He asked that everyone look over these changes and let hum know if they have any questions.

Councilman Berton Austin stated that a resident on Augusta Avenue would like to put a 14X26 addition onto her house. He stated that because the house is located in B-2 zoning, the plan for the addition has to be approved by Council. Councilman John Funk stated that he looked at the house and stated that there are only houses surrounding this property. He stated that he has no problem with this request. Councilman Berton Austin stated that the Planning Commission recommended to Council to allow the addition to the property. Councilman John Funk made a motion to approve the request. Councilman Jim Justis seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Berton Austin made a motion to amend Chapter 4, Section 4 of the Town Code. Councilwoman Marjorie Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling stated that we have a quote from Blacks Paint and Floor Covering in the amount of \$6,880.00. Town Manager Ashley Davison stated that last month we approved new flooring for the hallway. However, with the movement of the floor, the flooring we priced will not work unless we install a thicker underlayment which will cause a noticeable step from the hallway to the offices. We considered a floating wood floor but that will not work with the metal door jams. They recommended going with carpet. Therefore, the quote you now have is to carpet the hallway and all the offices. She stated that this is one of the highest graded commercial carpets on the market. Councilman Jim Justis asked if this was rolled carpet or carpet squares. Ashley stated that it was rolled. Councilman Jim Justis suggested that we check the price of carpet squares. Councilman Jim Justis made a motion to table the installation of carpet until we can get a quote on carpet squares. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling stated that the best quote we received for the pool opening came from the YMCA in the

amount of \$350.00 - \$400.00. Councilman Mark Sterling made a motion to accept that quote. Council Jim Justis seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Ashley Davison stated that we were awarded a mini grant from the Virginia Department of Health. She stated that we applied for this grant to help us get the pool in compliance with the Virginia Graeme Baker Act and we were awarded the maximum \$1,000.00 but it is a reimbursement grant. Councilman Mark Sterling made a motion to accept the mini grant of \$1,000.00. Councilman Jim Justis seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Ashley Davison stated that the Virginia Graeme Baker Act involves the drains in the pool and ensuring that children do not get stuck to them. National Pool submitted a quote that would have a diver do the work so we would not have to drain the pool and refill it. Councilman Mark Sterling made a motion to accept the quote from National Pools not to exceed the amount of \$2,391.25. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling stated that everyone should have a copy of the Pool Operating Manual.

Councilman Mark Sterling made a motion to set a public hearing for Friday, April 23, 2010 at 10:00 a.m. Councilwoman Marjorie Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk announced that the community yard sales are scheduled for Saturday, May 22, 2010. Also, the next RML meeting is scheduled for Wednesday, April 21, 2010 at 6:00 p.m. in Bridgewater.

PERSONNEL, FIRE AND POLICE PROTECTION

Police Chief John Painter stated that in your packet are quotes for patrol rifles, car mounts, and tasers. Chief Painter stated that he is requesting permission to spend money that was allocated through this past year's budget for one patrol rifle with accessories to make it standardized and three tasers. Chief Painter stated that the patrol rifle with accessories and the car mount will cost \$1,984.95. The three tasers, the training cartridges, duty cartridges, and shipping totals \$2,655.40. Councilman John Funk made a motion to approve up to \$2,000.00 for the patrol rifle and up to \$2,700.00 for the tasers. Councilwoman Marjorie Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Chief Painter stated that he previously requested to spend grant money on an in-car camera system. Since then the police department has had several issues with communication with the camera company. He stated that he feels that their customer service is not very professional and therefore he has cancelled the order for the camera. Chief Painter stated that he is in the process of finding another camera company but wanted to make the Council aware of what was going on.

Mayor Morris stated the next item for discussion is regarding adding a new maintenance position. He stated that this position would be for Grand Caverns. This person would work a twelve-hour shift with rotating weekends from May 1st - October 1st. With the contracts we have scheduled, during this time, we need someone there twelve hours a day. Mayor Morris stated the starting salary would be up to \$24,000.00, depending on qualifications. Councilman Jim Justis made a motion that the Town of Grottoes hire an additional maintenance staff personnel effective on or before 1 May 2010 at a salary not to exceed \$24,000.00. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Ashley Davison stated that Mr. Begoon has agreed with the easement. Also DEQ will not require us to have a permit to clean out Miller's run. Ashley stated that the Town's new website should launch this week. Ashley

stated that the bond documents for the Route 340 project have been completed. She also informed the Council that South River Elementary School donated their wooden playground structure to the Town for the Grand Caverns Park.

SPECIAL ORDER OF BUSINESS

Town Manager Ashley Davison stated that the Stickley family would like to donate a 1998 Ford Contour to the Town. They would like for the car to be used at Grand Caverns and marked with Grand Caverns advertising. This would free up the pick-up truck that is being used now. Councilwoman Marjorie Funk made a motion to accept the donation of the Ford Contour from the Stickley family. Councilman Jim Justis seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried. Mayor Morris asked Ashley to send the Stickley family a thank you note.

PRESENTATION OF PETITIONS AND CLAIMS

Derrick Whetzel addressed the Council on behalf of the Boys and Girls Club. He stated that he has several people here tonight in support of the club including club members and their parents. Mr. Whetzel stated that Dixie Garber, a CPA, is going to give you the numbers for the South River Club and discuss our budget issues. Dixie Garber addressed the Council and stated that she is requesting the Town's support for the local Boys and Girls Club at South River. She stated that the club has undergone some tremendous cuts in funding from Harrisonburg and Rockingham County. She stated that the most devastating cut was that Rockingham County School Board cut them completely out of the budget. She stated that last year they reduced their funding from \$248,000.00 to \$124,000.00 and that next school year, the Club will be completely zeroed out. She stated that because of the loss in funding they are forced to make some tough decisions. She stated that they have had to eliminate some positions and raise their membership fees. She stated that she is asking the Town to consider partnering with them in support of the local Boys and Girls Club at South River. She stated that they have provided information on the number of children that are in the program and also the number of Grottoes residents that attend the program. She stated that any money given to the Boys and Girls Club will

be earmarked specifically for the South River unit. Mayor Morris thanked them for coming.

Scott Davis addressed the Council and stated that he is a member of the Virginia Region of Speleological Society. He stated that he has been a member of VAR for over 10 years. He stated that they do many projects over the years. He stated that they have been working on a project since 1982 in Grand Caverns. He stated that they would like to continue their reclamation in Fountain Cave. They have been working on this project for about four years. Mayor Morris stated that we do not want anymore reclamation in Grand Caverns. Mayor Morris stated that he thinks the Council would agree to allow VAR to continue their reclamation in Fountain Cave at the current sight, but any future sights would have to be approved. He stated that the Town took on a big project with the take over of Grand Caverns and therefore we want to know what is going on inside the caves. Councilman Jim Justis made a motion that VAR be allowed to continue their work in Fountain Cave and that there will be no further digging or work of any type in Grand Caverns. Also, anything outside of the current work being done in Fountain Cave will be brought back to the Town staff and/or Council for approval. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Don MacDanel addressed the Council to propose a project and ask the Council's opinion. He asked the Council if they would be interested in a train village at the Grottoes Park. He passed around pictures of a train village in Fort Myers, Florida. All the work there was done by volunteers. He stated that he has three people that are willing to be donors to start the project. He stated that they would become a legal non-profit organization with a board of trustees. They would like the Town to give the right-of-way to run the trains. Mr. MacDanel asked if the Town Council was interested in going further with this project. Mayor Morris asked where the proposed sight would be and how much space it would take. Mr. MacDanel stated that the sight he was looking at was at Grand Caverns. It would start at the picnic area and go around the trail, through the woods, across the creek and over to the entrance of the Caverns, then back to the starting point. Mayor Morris stated that this area is prone to flooding and asked if that would be a problem. Mr. MacDanel replied that

it wouldn't be a problem they just wouldn't run that day. Mayor Morris asked that Mr. MacDanel meet with the Parks and Recreation Committee to review this further. Town Attorney Nathan Miller stated that he would need to give the committee some financial statements showing what they have done in Florida. He asked for daily usage and seasonal usage to a village that is comparable to here. Mayor Morris stated that we don't know of any local train villages except for the train in Staunton. Mayor Morris asked Mr. MacDanel to meet with Councilman Sterling to see if this is a viable option or not. Mayor Morris thanked Mr. MacDanel for coming.

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

Councilman David Raynes called the Public Hearing of the Grottoes Town Council to order at 10:00 a.m. on Friday, April 23, 2010 and welcomed the citizens. Town Clerk Tara Morris called the roll. Members present were David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk. Also present were Town Clerk Tara Morris and Town Manager Ashley Davison.

Councilman David Raynes stated the reason for the public hearing was to hear citizen comments regarding the proposed fees for the Grand Caverns Pool.

Town Manager Ashley Davison stated that the fees before you are for the pool and the policies that pertain to the fees are listed below. Basic fees include: Daily Admission ages three and up \$4.00 per day, two and under are free. Family passes (family of 4) Grottoes resident \$150.00, non-resident \$225.00, additional family member \$30.00. Individual passes for children 12 and older (must be at least 12 to come to the pool without an adult) Grottoes resident \$75.00, non-resident \$100.00. She stated that you can purchase a 10 visit pass for \$35.00. Ashley stated that there is a pool party rental fee for \$150.00 with a 50 person maximum capacity.

No citizen comments were made.

No Council comments were made.

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

Councilman David Raynes called the Special Meeting of the Grottoes Town Council to order.

Councilwoman Marjorie Funk made a motion to accept the pool fees as presented. Councilman Mark Sterling seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk made a motion that we adopt the pools operation manual that has been presented to Council. Councilman Mark Sterling seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

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

Mayor Morris called the Town Council Public Hearing to order at 7:00 p.m. on Monday, May 10, 2010 and welcomed the citizens. Town Treasurer Rhonda Danner called the roll. Members present were David Raynes, Berton Austin, John Funk, Joe Morris, Mark Sterling, Jim Justis and Marjorie Funk. Also present were Town Treasurer Rhonda Danner, Town Attorney Nathan Miller, Town Manager Ashley Davison, Town Superintendent Charlie Stickley, and Police Chief John Painter.

Mayor Morris stated that the public hearing was to hear citizens' comments regarding the FY 2010-2011 Annual Budget and asked for a staff report.

Town Manager Ashley Davison stated that the budget totals \$2,378,385.00 and the budget is balanced. Ashley gave detail on the general fund account stating that the revenues total \$1,464,053.00 which is an increase of 4% over our current fiscal year. Town Manager Ashley Davison stated that some of the projects that are included for the new budget are a new server for the Town's system, a color copier for the Town Hall, Town Code Book updates, and new seasonal decorations for 6th Street. Town Manager Ashley Davison stated that in order to support our water and sewer funds, a 5% increase on the base rate has been proposed and a 3% increase on the rate per 1,000 gallons has been proposed. Ashley stated that this increase is needed to support future capital improvement projects and unfunded mandates that we know are coming. Ashley stated that capital expenditures for the water and sewer funds will include the costs for a water and sewer specification booklet and to contribute to the telephone, internet and legal fees. Town Manager Ashley Davison stated that this is the first year for a Parks and Facilities Enterprise Fund as a result of the take over of Grand Caverns Park. Ashley stated that 30% of the revenue in the Parks and Facilities Fund is actually a General Fund transfer. This is not new money; this is money that was shown in a different fund but has been transferred to support Mountain View Park. Ashley stated that the Parks and Facilities Fund revenue and expenditures total \$465,062.00 and this is for Grand Caverns Park and Mountain View Park. She stated that this budget allows us to operate year-round on an on-call basis. Ashley stated that some of the capital expenditures for this fund include re-carpeting the mini golf course and an alarm system for the gift shop and the caverns entrance. Town Manager Ashley Davison stated that overall there are

three increases proposed for the budget. There is a \$2.28 bi-monthly increase for refuse collection, the 5% increase on the base rate and the 3% increase on the rate per thousand gallons for water and sewer. She stated that this is an annual increase of \$13.98 for a family using 10,000 gallons of water. She stated that the other increase is a \$0.50 increase per game on the miniature golf course. Mayor Morris thanked Ashley for her presentation.

No citizen comments were made.

No Council comments were made.

With no further comments Mayor Morris adjourned the public hearing.

Mayor Morris called the regular Council meeting to order.

Councilwoman Marjorie Funk made a motion to approve the minutes for the public hearing on April 23, 2010 and for the Council meeting on April 12, 2010. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, 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, 2010. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of May 10, 2010 and the remaining bills for the month of April totaling \$88,062.82. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve a \$500.00 donation to the Boys and Girls Club at South River Elementary School. Councilman David Raynes seconded the motion. Councilman Mark Sterling announced that this donation is going towards a good cause and that the club

will remain open. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin asked if anyone had any questions regarding the proposed changes to the zoning map.

No questions were asked.

STREETS AND STREET LIGHTS

Councilman David Raynes made a motion to accept Manning Brothers' quote for tree removal on 19th Street in the amount of \$450.00. Councilman John Funk seconded the motion. Town Manager Ashley Davison stated that we cannot use VDOT Maintenance money for this project. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to approve the quote from Black's Paint and Floor Covering for carpet in the amount of \$6,888.00. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling made a motion to accept the quote from Kozy Heating and Air; not to exceed the amount of \$4,231.25. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling made a motion to accept the quote from Valley Pools for a pool pump in the amount of \$4,742.00. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk announced the community yard sale for May 22, 2010.

Councilwoman Marjorie Funk made a motion to adopt a resolution for a Produce Market for the summer. Councilman John Funk seconded the motion. Town Manager Ashley Davison informed the Council that an office staff member may not be present every week but with our new maintenance schedule we will have someone here to make sure everything is set up. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk stated that there is an employee at the Caverns that is interested in organizing and planning a 5K run on the day of the Harvest Festival. Ashley stated that this will be part of the Harvest Festival and that it will be advertised with the other events for the day. Councilman Mark Sterling asked if this 5K was a benefit. Town Manager Ashley Davison stated that this is a non-profit event and that it is a benefit for children. Councilman Berton Austin stated that this will cause some expenses to the police department and he would like to see the Town be reimbursed for their expenses out of the proceeds.

Councilwoman Marjorie Funk announced that there will be a Memorial Day Ceremony here at 11:00 a.m. on Monday, May 31, 2010, Memorial Day, by the local veterans' group. Councilman Jim Justis asked if the Town would provide funding for refreshments for the ceremony out of the fund we have for the memorial site. Councilman John Funk stated that he doesn't think the funding should come out of the memorial fund. Mayor Morris agreed with Councilman Funk and suggested the money come from the Special Events fund. Councilman Mark Sterling made a motion to purchase refreshments for the Memorial Day Ceremony not to exceed \$200.00. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

PERSONNEL, FIRE AND POLICE PROTECTION

Mayor Morris announced that Woody Madison has been hired to the Town's maintenance staff. He started his

position effective May 10, 2010 and will be working rotating shifts at Grand Caverns Park.

Mayor Morris thanked Chief Painter and the police department for another successful kid's fish day. He also thanked Charlie and his staff for all the hard work they did in getting the park ready for the fish day.

PRESENTATION OF PETITION AND CLAIMS

Beth Raynes addressed the Council and stated that she is here with Girl Scout Troop 592. She stated that they are here to petition to have the 4th of July parade. She stated that last year we had 30 participants which doubled the first year. This would be the children's push, pedal and pull parade. Mrs. Raynes stated that with July 4th being on Sunday she would like to have the parade Saturday, July 3rd at 10:00 a.m. Mrs. Raynes asked for the Council's permission to have the parade. Councilwoman Marjorie Funk made a motion to let the girl scouts have their push, pedal and pull parade on Saturday, July 3rd at 10:00 a.m. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Don MacDanel addressed the Council stating that he is interested in starting a train village at the park. Mr. MacDanel stated that he has checked with legal counsel about getting a 501C3 to start the train village and the cost for that was approximately \$5,000.00. After checking into this further he found out that he could get the 501C3 for about \$1,000.00. Mr. MacDanel stated that he would put up the \$1,000.00 for this legal paper work but first he wants to know if the Town is ready, willing and able to give him something other than "we think it's a good idea". Mayor Morris stated that he is willing to proceed with this project but there are stipulations behind everything. Mayor Morris stated that he feels we need an actual plan of the route and a working agreement. Councilman Jim Justis stated that first we need a business plan. Mr. MacDanel stated that the train village would not lease the land it would be donated to the train village to use as a right away for the track. Councilman Jim Justis asked what the Town's liability would be. Mayor Morris stated that we need to set up a committee to meet with Mr. MacDanel to work out a plan for this project.

Town Attorney Nathan Miller gave an update on the annexation of the Grand Caverns Park. He stated that we have all the documents completed along with the plat of the park. Mr. Miller stated that we need to have a public hearing to re-approve the agreement that we have already approved and the ordinance that actually takes the property in. He stated that we are not going to take in the bridge that goes into the park because that will remain with VDOT. Mr. Miller stated that he does not see any problems with the annexation; he just wants to keep Council updated on the progress.

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

Mayor Morris called the Town Council Public Hearing to order at 7:00 p.m. on Monday, June 14, 2010 and welcomed the citizens. Town Clerk Tara Morris called the roll. Members present were David Raynes, Berton Austin, John Funk, Joe Morris, Mark Sterling, Jim Justis and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Superintendent Charlie Stickley, and Police Chief John Painter.

Mayor Morris stated that the public hearing was to hear citizens' comments regarding the amended agreement and annexation ordinance for the Grand Caverns property.

No citizens' comments were made.

No Council comments were made.

Mayor Morris adjourned the public hearing.

Mayor Morris called the regular Council meeting to order.

Councilwoman Marjorie Funk made a motion to approve the minutes for the public hearing and Town Council meeting on May 10, 2010. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, 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 May, 2010. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of June 14, 2010 and the remaining bills for the month of May totaling \$123,812.82. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to implement a \$10.00 cancellation fee for the cancellation of shelters up

to two weeks prior to use, and those less than two weeks will receive no refund. Councilwoman Marjorie Funk seconded the motion. Councilman Jim Justis asked why this motion is necessary. Mayor Morris stated that people are waiting until the last minute to cancel and then we cannot rent the shelter to anyone else. Councilman Jim Justis stated that if it is 13 days or less you want to retain 100% of the rental fee. Councilman Jim Justis asked why two weeks. Councilwoman Marjorie Funk stated that would allow time to rent the shelter to someone else. Councilman Jim Justis asked how much are we losing. Park Specialist Lettie Stickley stated that it depends on the weekend. She stated that we have several weekends that both parks are completely booked and that she is turning people down. Councilman Jim Justis stated that he doesn't have any problem with charging an administrative fee for cancelling but he is just not sure about the two weeks. Council members David Raynes, Berton Austin, John Funk and Marjorie Funk voted in favor of the motion. Council members Jim Justis and Mark Sterling voted against the motion, motion carried.

Councilman John Funk made a motion to adopt the budget for fiscal year 2010-2011. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin stated that everyone has had a chance to review the zoning map changes that the Planning Commission is proposing. Councilman Berton Austin stated that there is one change to those amendments: 7th Street from Dogwood to Broad Alley is zoned B-1 and we would like to change that to B-3; however the front lots facing Dogwood Avenue would remain B-1.

Councilman Berton Austin made a motion to set the Joint Public Hearing for Monday, July 12, 2010 at 7:00 p.m. for the zoning map changes. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Jim Justis made a motion to have a joint workshop meeting with the Planning Commission on Thursday,

July 8, 2010 at 7:00 p.m. to discuss the recommended zoning changes.

Councilman Berton Austin made a motion to approve the Town of Grottoes, Virginia Annexation Ordinance. An ordinance to provide for the extension of the corporate limits of the Town of Grottoes, Virginia, pursuant to the provisions of §15.2-3400, of the Code of Virginia, as amended, by the annexation of certain territory in the County of Augusta, Virginia. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes; yea, Berton Austin; yea, John Funk; yea, Mark Sterling; yea, Jim Justis; yea, and Marjorie Funk; yea, motion carried unanimously.

Councilman Berton Austin made a motion to approve the agreement with Augusta County. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

STREETS AND STREET LIGHTS

Councilman David Raynes stated that we received five bids for the street paving project. Councilman David Raynes made a motion to accept the bid from Smith Paving at a cost of \$20,972.25. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman David Raynes stated that we received one bid for the dump truck we advertised. Councilman David Raynes made a motion to accept the bid from Truck Enterprises in the amount of \$101,610.00. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Mayor Morris stated that the Civil War Trail Marker would be a part of advertising. This would put Grand Caverns on the state-wide Civil War brochures. Mayor Morris stated that the reason the Town Manager is bringing this to the Council is because this may put the Town slightly above

its advertising budget; however the overall budget is fine. Lettie Stickley stated that the publication is a National publication and it will help to draw in tourists. Mayor Morris stated that it is a one-time total cost of \$2,600.00 and an annual maintenance cost of \$500.00. Councilman Mark Sterling made a motion to approve the Civil War Trail Marker sign at a cost of \$2,600.00 and the annual maintenance fee of \$500.00. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Dr. Dan Doctor presented a PowerPoint presentation on how samples are taken from caves and how they can tell how old the samples are. Dr. Doctor is requesting permission to remove samples from Grand Caverns for geological testing. Dr. Doctor stated that he would take samples from areas that are on the tour route. Dr. Dan Doctor mentioned that to start he would like to take eight samples through out the cave. He mentioned that every sample will be documented, tagged, and photographed. Councilman Mark Sterling made a motion to request permission for Dr. Dan Doctor to take samples of speleothems, sediments and wall rock in Cave Hill. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk announced that the produce market is up and running on Saturday mornings in the parking lot of the Town Hall.

Councilwoman Marjorie Funk stated that the Bluegrass Festival is Thursday, June 17th - Saturday, June 19th at Grand Caverns Park. Also the push, pedal, and pull parade is on Saturday, July 3rd at 10:00 a.m. on 6th Street.

Councilwoman Marjorie Funk stated that there is a form that needs to be completed and returned by each Council member tonight.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilwoman Marjorie Funk made a motion to adopt the resolution authorizing the Town to pick up the employees'

contribution to VRS. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Chief Painter informed the Council that he has found a local dealer for the in-car camera. This camera is being purchased with the grant money that was received a couple of months ago.

SPECIAL ORDER OF BUSINESS

Councilman Jim Justis stated that the Grottoes Community Veteran's Association would like to place a brick in the monument for Dorothy Dolly Bradburn. She has supported veterans in our area for over 30 years by placing flags on the graves of veterans. Councilman Jim Justis stated that he wanted to bring this to Council for permission because Ms. Bradburn is not a veteran herself. Councilman Jim Justis made a motion to allow a brick to be placed in the Walk of Honor Memorial for Dorothy Dolly Bradburn commemorating her 30 years of service to the veterans. Councilman Mark Sterling seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris recognized Mr. Jeremy Shifflett. Mayor Morris stated that Mr. Shifflett graciously donated his time and labor to design and construct the new sign in front of the Town Hall. Mayor Morris stated that the sign is beautiful and the Town would like to present him with a plaque that says "Presented to Jeremy Shifflett in appreciation of your generous donation of your time and effort to the beautification of the Grottoes Town Hall 2010" Mayor Morris also presented Mr. Shifflett with a free pass to tour the cave and a pool pass for his family for this year.

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

The Grottoes Town Council and the Grottoes Planning Commission held a joint workshop meeting on Thursday, July 8, 2010, beginning at 7:00 p.m., with Mayor Morris presiding.

Council Members Present were: Mayor Joe Morris, David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk.

Council Members Absent were: None

Planning Commission Members Present were: Bill Martin, Mark Keeler, Berton Austin, Tom Messick, and Emily Holloway.

Planning Commission Members Absent were: Brian Robertson

Other Town Officials Present were: Town Clerk Tara Morris, Town Manager Ashley Jacobs, and Superintendent Charlie Stickley.

Town Clerk Tara Morris determined that a quorum was present for the Town Council and the Planning Commission.

Mayor Morris called the joint workshop meeting to order.

Mayor Morris suggested that they go through the list of the Planning Commission's recommended changes and discuss why each change is proposed.

Mayor Morris stated that the first item on the list is the elementary school property which is currently zoned B-1 and the recommended change is to rezone it R-2. Town Manager Ashley Jacobs stated that the area had not been rezoned for the school use and that schools are a permitted use in R-2 zoning.

Mayor Morris stated that next was the southwest corner of 5th Street and Dogwood Avenue. This is the only lot that is a business lot in the block and it has a house already on it. The recommended change for this lot is to R-2.

Mayor Morris stated that the next area is the Woodman of the World building property. He stated this is zoned as Conservation and it is suggested to be changed to B-1. Councilman Jim Justis asked why. Commission Member Bill Martin stated that the Woodman of the World is a business,

that sells insurance and the adjoining property is already business.

Mayor Morris stated that the next item is the two lots on Dogwood Avenue at 7th Street that are currently zoned R-3. It is recommended to be changed to B-1. Mayor Morris stated that these are the only two lots along Dogwood in this area that are not B-1 and businesses are already on them.

Mayor Morris stated that next was Cherry Avenue to Dogwood Avenue from 8th Street to 9th Street. He stated that part of the block is currently zoned B-1 and the other part is zoned R-3. The recommended change for this block is to make the entire block B-1.

Mayor Morris stated that next was Aspen Avenue to the railroad tracks from Caverns Blvd. to 2nd Street be changed from B-2 to R-7. This zoning was recommended because the adjacent property is already zoned R-7. Town Manager Ashley Jacobs stated that the R-7 zoning is a planned zoning. This would require someone to bring a plan before the Planning Commission and Council for approval. After discussion on this area the Planning Commission and Council decided to zone this area Conservation.

Mayor Morris stated that the lot from Aspen Avenue to the railroad tracks from 2nd Street to 3rd Street is currently zoned B-2 and the recommended change for this is B-1. Mayor Morris stated this is a Town owned lot where the old jail is.

Mayor Morris stated that the next area is Caverns Blvd. to the south corporate boundary, which should be changed from B-2 to R-2. Town Manager Ashley Jacobs stated the reason for this change is the adjoining property is already zoned R-2.

Mayor Morris stated that the next recommendation is to change all the R-6 zoning to R-7. Councilman John Funk suggested that since the majority of this area is residential we should zone this area R-2 or R-3. After discussion on this area it was decided to go forward with the R-7 recommendation.

Mayor Morris stated that the 7-11 block and the Fisher Auto Store block are currently zoned B-3. The recommended changes for these blocks are to B-1.

Mayor Morris stated that the west side of Augusta Avenue from 2nd Street to A½ Street is currently zoned B-2 and the recommended change is to B-3. Town Manager Ashley Jacobs stated that the reason for this recommendation is to allow businesses to come to the area and to accommodate the residents that are already there. She stated that right now the residents can not add an accessory building or an addition onto their home unless they bring a plan to the Planning Commission and Council for approval. Councilman Jim Justis stated that he would like to see this area be zoned R-1 since it is mostly residential and that the adjoining lots are already zoned R-1. Mayor Morris stated that he did not want to take the business district off of Augusta Avenue since that is a main thoroughfare in the Town.

Mayor Morris stated that the next area is the east side of Augusta Avenue from 2nd Street to the southern corporate limits. This area is currently zoned B-2 and the recommended change is to B-3.

Mayor Morris stated that the Food Lion block would remain B-2. He stated that this only affects one house.

Mayor Morris stated that the north side of 3rd Street at Park Avenue is currently zoned R-1 and should be changed to B-3.

Mayor Morris stated that the south side of 7th Street from Dogwood Avenue to Broad Alley is currently zoned B-1 and should be changed to B-3, except for the lots fronting Dogwood Avenue, which would remain B-1. Town Manager Ashley Jacobs stated that this area is a residential area with few businesses and the B-3 zoning will allow the homeowner the flexibility to make changes to their property.

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

The Grottoes Town Council and the Grottoes Planning Commission held a joint public hearing on Monday, July 12, 2010, beginning at 7:00 p.m., with Mayor Morris presiding.

Council Members Present were: Mayor Joe Morris, David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk.

Council Members Absent were: Mark Sterling.

Planning Commission Members Present were: Bill Martin, Mark Keeler, Berton Austin, Brian Robertson, and Tom Messick.

Planning Commission Members Absent were: Emily Holloway

Other Town Officials Present were: Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Ashley Jacobs, and Police Sergeant Wes Baugher.

Town Clerk Tara Morris determined that a quorum was present for the Town Council and the Planning Commission.

Mayor Morris called the joint public hearing to order and welcomed guests. He stated that the reason for the hearing is to hear citizen comments regarding the proposed zoning changes to the Town's Official Zoning Map.

No citizens spoke in favor of the rezoning.

Alvin Secrist addressed the Council and stated that he does not want to see the lots on 7th Street between Broad Alley and Birch Avenue rezoned to B-3. He stated that the alleyway in this block is closed and, as an owner of part of this property, he would like for it to remain B-1. He said there are only three other people that own land on this block and they are all business owners.

No comments were made by the Planning Commission or the Town Council.

Mayor Morris closed the public hearing and turned the meeting over to the Planning Commission.

Chairman Robertson asked if the Planning Commission had any comments on the recommendation or on Mr. Secrist's comments. Chairman Robertson asked for a motion to go forward to the Council. Commission Member Tom Messick

replied so moved. Chairman Robertson asked if his motion was to recommend the appropriate changes as proposed. Commission Member Tom Messick replied yes. Commission member Bill Martin seconded the motion. Commission Member Mark Keeler, Berton Austin, Bill Martin and Tom Messick voted in favor of the motion, motion carried.

Chairman Robertson turned the meeting back over to Mayor Morris.

Mayor Morris stated that the Planning Commission has given the Council a recommendation to go forward with this zoning proposal.

Councilman Jim Justis made a motion to table the topic of voting on the new zoning plan that was submitted by the Planning Commission until the regular meeting. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris adjourned the Joint Public Hearing.

Mayor Morris called the regular meeting of the Grottoes Town Council to order.

Town Clerk Tara Morris called the roll. Members present were David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Ashley Jacobs, and Police Sergeant Wes Baugher.

Councilwoman Marjorie Funk made a motion to accept the minutes for the public hearing and the Council meeting held on June 14, 2010. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, 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, 2010. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the bills as of July 12, 2010 and the remaining bills for the month of June 2010 totaling \$73,707.98. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk stated that we have a quote for a new server in the amount of \$9,380.00. This is for the materials and the installation. Councilman John Funk made a motion to go forward with the server update. Councilwoman Marjorie Funk seconded the motion. Mayor Morris stated that this is a single bid off of state contract and this is who we have contracted our technical services with. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin made a motion that we approve the Planning Commission's recommended changes to the zoning map. Councilman Jim Justis seconded the motion. Councilman Jim Justis stated that the comments of Mr. Secrist, as an owner in that block, may be worth considering leaving that one block B-1 instead of B-3. Councilman Berton Austin amended his motion to change two Planning Commission recommendations. The first being Aspen Avenue to the Railroad tracks from Caverns Blvd. to 2nd Street changed from B-2 to R-7. Councilman Berton Austin amended that change from B-2 to Conservation, as discussed in the workshop meeting. The second amendment would be the south side of 7th Street from Dogwood Avenue to Birch Avenue which is currently zoned B-1 should be changed to B-3, except for the lots fronting Dogwood Avenue. Councilman Jim Justis accepted the amendments. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris thanked the Planning Commission and staff for their hard work on the zoning map update.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Jim Justis made a motion that the old phone systems that have been removed be declared surplus property. Councilman David Raynes seconded the motion.

Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk stated that the RML meeting is scheduled for Wednesday, July 21, 2010 in Broadway. Joe Paxton will be the speaker. If any Council members are planning to attend, please let Town Clerk Tara Morris know so she can notify Broadway with our count.

Councilwoman Marjorie Funk stated that Movie Night is going to be this Saturday, July 17th with a rain date of Sunday, July 25th. Also other movie nights are scheduled for Friday, August 27th and Friday, September 24th. She announced that the Bluegrass Festival is scheduled for September 9th -11th, the community yard sale is September 18th, and the harvest festival is September 25th.

Councilman Jim Justis made a motion to convene into closed session pursuant to section 2.2-3711(A)1 of the Code of Virginia for matters relating to personnel for the interviews of prospective candidates for appointment to a commission/board. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, 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. D. Raynes; yes, B. Austin; yes, J. Funk; yes, J. Morris; yes, J. Justis; yes, and M. Funk; yes.

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

Mayor Morris called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, August 9, 2010 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were David Raynes, Berton Austin, John Funk, Joe Morris, Jim Justis, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Ashley Jacobs, Superintendent Charlie Stickley, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to accept the minutes as presented from the workshop meeting on Thursday, July 8, 2010 and the joint public hearing and the regular Council meeting on Monday, July, 12, 2010. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis 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 July as presented. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the bills as of August 9, 2010 and the remaining bills for the month of July, 2010 totaling \$118,976.85. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk stated that everyone should have copies of two documents. One is the Town of Grottoes Report Drafting Procedures and the other is Town of Grottoes Investment Policy. Councilman John Funk asked Town Manager Ashley Jacobs to discuss this further with Council. Town Manager Ashley Jacobs stated that these policies have been mandated for us to create. She asked that the Council take them home for review and be ready to proceed with them next month.

WATER AND SEWER

Councilman Jim Justis stated that we have an estimate to pave the right-of-way that goes to the Cave Hill water

tower. This estimate is for \$14,643.75. Councilman Jim Justis stated that the reason for the estimate is that the owner is claiming that the gravel and dirt is washing into his lot and his business establishment. Councilman Jim Justis stated that this is not budgeted for this year. He also stated that this does not happen every time it rains. He stated that this happens when we have severe thunderstorms or heavy down pours. Councilman Jim Justis made a motion to table this until next month. Councilman John Funk seconded the motion. Mayor Morris asked Town Manager Ashley Jacobs to get him in contact with the owner so they can schedule a meeting. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin stated that in Council's packets is a copy of the 2010 Citizen's Survey for the comprehensive plan update. Councilman Berton Austin made a motion to allow the Planning Commission to mail out the Citizen's Survey. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

STREETS AND STREET LIGHTS

Councilman David Raynes informed Council that DEQ will no longer allow us to haul in anymore brush or wood. Therefore in Council's packets there are quotes for fencing. He stated that we can continue to take grass clippings. Councilman David Raynes made a motion to accept the fence quote from Wimco Fencing for a total of \$4,060.00. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman David Raynes made a motion to approve the 2009-2010 annual paving contract additions with Smith Paving in the amount of \$35,000.00. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman David Raynes stated the next item on the agenda is for the approval of tree removal for Miller's Run at the dead end of 11th Street and Cherry Avenue. Councilman David Raynes made a motion to award this to Manning Brothers upon the Town receiving a certificate of insurance at a cost of \$450.00. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Ashley Jacobs asked if the Council could amend the motion to go with the next lowest quote if we do not receive the certificate of insurance.

Councilman David Raynes amended his motion stating that if we do not receive the certificate of insurance from Manning Brothers that the quote from Col-Lac will be accepted in the amount of \$525.00. Councilman Jim Justis amended his second. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk stated that the Produce Market will continue every Saturday morning through September 18th. She also stated that the next Community Movie Night will be on Friday, August 27th, and the Bluegrass Festival is September 9th-11th at Grand Caverns. The Community Yard Sale is scheduled for Saturday, September 18th. Councilwoman Marjorie Funk stated that the last movie night, for the summer, is scheduled for Friday, September 24th and the Harvest Festival is Saturday, September 25th. Councilwoman Marjorie Funk stated that the Senior Citizen's Luncheon is currently scheduled for Saturday, October 16th but that date may change.

PERSONNEL, FIRE AND POLICE PROTECTION

Mayor Morris stated that in Council's packets is a copy of the Holiday Repay Policy. He asked everyone to review this policy for next month's meeting.

Town Manager Ashley Jacobs stated that the GASB statement number 45 requires that the Town do an actuarial study to determine our OPEB liability. This is for retired employees receiving our insurance and for COBRA. Mayor

Morris suggested that the personnel committee meet to review this and bring back suggestions to the next meeting.

Town Manager Ashley Jacobs informed the Council that the Cary Street sewer extension project will be bid out this month.

SPECIAL ORDER OF BUSINESS

Mayor Morris stated that in Council's packets is a breakdown of the expenses from the bluegrass festival. Mayor Morris stated that Town Manager Ashley Jacobs met with Lawson's Entertainment to try to negotiate a higher rate and Lawson's said that they may have to go elsewhere. Mayor Morris said that this has no effect on the September Festival; rather, we are looking at the contract for 2011. Town Manager stated that she would recommend that the September Festival continue to occur either as a Town sponsored event or accept the contract with Lawson's Entertainment knowing we will take a loss on the event. Councilman John Funk made a motion to continue with the 2011 September Festival with Lawson's Entertainment. Councilman Jim Justis seconded the motion. Councilman Jim Justis asked if we can get the budgetary information from Lawson's as to their gross income from the festival. Town Manager Ashley Jacobs stated that she has tried to get them to produce the financial statement but they are claiming that they only made \$300.00 on the event. Councilman Jim Justis asked Councilman John Funk if he would be willing to amend his motion that would allow for the 2011 events to continue if they will provide budgetary profit loss data on both festivals for 2010. Town Manager Ashley Jacobs stated that she can demand to see the records as part of the contract. Councilman John Funk stated that he did not want to amend his motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris stated that the next item on the agenda is a resolution regarding Predatory Lending Practices. Councilman John Funk made a motion to approve the Predatory Lending Practice Resolution. Councilman Berton Austin seconded the motion. Councilman Jim Justis asked what is the purpose of the resolution. Town Manager Ashley Jacobs stated that the City of Staunton contacted all local localities for their support. Council members David Raynes,

Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

PRESENTATION OF PETITIONS AND CLAIMS

Tim Shiflett addressed the Council stating that he is the Plant Manager of the Reynolds Packaging Plant on Caverns Boulevard. He stated that he is here to discuss the recent rezoning of a parcel of land on Aspen Avenue. He stated that proper notification was given and that he apologizes for coming back to the Council now, but the notification was sent to the Corporate Home Office in Lincolnshire Illinois. Tim Shiflett stated that this plant is a very profitable business and he is expecting the business to grow even more. He stated that, knowing what path their owners are on as far as acquisition and growth, he would not like for the Town to make a decision that would hinder any type of expansion or type of purchases that the Reynolds' owners would like to do. Therefore he is here to inquire about getting an application for rezoning. Mayor Morris thanked Mr. Shiflett for coming and informed him that Town Manager Ashley Jacobs would get him the application for rezoning. Councilman John Funk made a motion to send this back to Planning Commission. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried. Mr. Tim Shiflett asked the Council if it would be possible that in the future this type of information be sent to the Grottoes location instead of going to the Corporate Office. Mayor Morris informed Mr. Shiflett that the reason this went to the Corporate Office was because that information was pulled from the real estate tax system.

Councilman Jim Justis made a motion to go into closed session pursuant to Section 2.2-3711(A)1 of the Code of Virginia for matters relating to personnel. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, 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. D.

Raynes; yes, B. Austin; yes, J. Funk; yes, J. Morris; yes, J. Justis; yes, and M. Funk; yes.

Councilman Berton Austin made a motion to appoint Shannon Clem to the Planning Commission. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

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

Mayor Morris called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, September 13, 2010 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were David Raynes, Berton Austin, John Funk, Joe Morris, Mark Sterling, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Ashley Jacobs, Superintendent Charlie Stickley, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to accept the minutes as printed for the August 9, 2010 Town Council meeting. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling 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 August 2010 as presented. Councilman Berton Austin seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of September 13, 2010 and the remaining bills for the month of August, 2010 totaling \$218,016.21. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Mayor Morris stated that last month we had a quote to pave the entrance road to the Cave Hill Well because the water run off was creating problems for the business owner at the bottom of the hill. Mayor Morris stated that quote was for over \$14,000.00. Mayor Morris informed the Council that he met with the business owner and they decided that installing a cattle grate at the bottom of the hill would help eliminate the water run off. Councilman John Funk made a motion to install a cattle grate at the cost of \$845.50 plus the fuel charge. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

Town Superintendent Charlie Stickley stated that we need to purchase UV sensor lights that have to be replaced every two years and we also need the brushes to clean the lights. Councilman John Funk made a motion to proceed with the purchase of the UV lights in the amount of \$4079.11. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Ashley Jacobs stated that we held the bid opening for the Sewer Extension East of Manhole 316 project on Friday, September 3, 2010. She stated that Council has received a bidders' list and the Town has met with the contractor and is comfortable with them doing the work. Councilman John Funk made a motion to approve Good Services for the sewer project in the amount of \$78,894.00 and to include the additional items that were not included in the bid packet. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Ashley Jacobs stated that we have awarded the bid to extend sewer at the request of a resident who was annexed in 2001. As previously discussed this makes sewer available to seven properties. Ashley stated that these residents were made aware of this over a year ago and we have asked them to enter into a payment agreement with us. Town Manager Ashley Jacobs stated that our code book states that once it is available to them they have 24 months to pay the connection fees and have the sewer run to their house. She stated that not all of the seven properties have agreed or entered into payment arrangements. Town Manager Ashley Jacobs stated that three are making payments, three are not making payments, and one wants to be invoiced when we award the bid. Mayor Morris stated that since Jim Justis, Chairman of the water and sewer committee, is not here tonight, could the water and sewer committee meet to discuss how this should be handled and bring suggestions back to the next Council meeting.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin stated that the Grottoes Church of the Brethren would like to put a 12X20 storage building beside the old jail. Councilman Berton Austin

stated that this is on Town property so in order to allow this the Council has to give permission for this temporary building to be placed there. Tom Messick addressed the Council and stated that he helps with the Coat Closet for the Church of the Brethren. He stated that they need this building to store seasonal items. Town Manager Ashley Jacobs stated that with this being Town property the Council has to grant permission before she can issue a zoning permit. Councilman John Funk made a motion to approve the request for an accessory building beside the old jail. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a recommendation to accept the cost estimate of \$1,196.00 for a directional sign for Grand Caverns that has to be purchased through VDOT. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk announced the community yard sale for Saturday, September 18th; the last community movie night, featuring Grease, for Friday, September 24th. Councilwoman Marjorie Funk stated that the Harvest Festival and Chili Cook-off is scheduled for Saturday, September 25th and the Senior Citizen's Luncheon is on Saturday, October 9th at the Fire Department.

Personnel, Fire and Police Protection

Town Manager Ashley Jacobs informed the Council that she has issued the first zoning permit to the Shady Creek subdivision for their model home. She stated that the dump truck should be here in about three weeks. Town Manager Ashley Jacobs stated that, as of today, we have all the signed easements for the Cary Street project.

SPECIAL ORDER OF BUSINESS

Councilwoman Marjorie Funk made a motion to adopt the resolution for Constitution Week 2010. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk made a motion to set October 12th at 7:00 p.m. as a public hearing for vehicle decals. Councilman Berton Austin seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris stated that with the new DEQ regulations and discontinuing the acceptance of limbs and brush we still need to come up with a way to offer this service to Town residents. Mayor Morris suggested paying two part-time employees one Saturday a month to accept limbs and brush for 8 hours. He stated that two people would be needed in order to safely operate the grinder. He stated that DEQ does not say we can not grind, it only says we cannot burn. Mayor Morris stated that if we grind it then we can offer the mulch back to the citizens for their gardens or shrubs. Mayor Morris stated this would cost the Town approximately \$2,500.00 per year. He stated that is one suggestion and he is open to others. Councilman David Raynes asked about adding additional brush pick-ups so we could have one each season. Councilman John Funk made a motion that we set up to take brush and limbs one time a month to be ground by two part-time employees and for them to make sure this is from Grottoes residents. Councilman Berton Austin seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

UNFINISHED BUSINESS OF PREVIOUS MEETING

Councilman John Funk made a motion to approve the Town of Grottoes Investment Policy. Councilman Berton Austin seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the Town of Grottoes Report Drafting Procedures. Councilwoman

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

Councilman John Funk made a motion to approve the Town of Grottoes Holiday Repay Policy. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris stated that the Personnel Committee met to discuss the other post employment benefits (OPEB) policy/ actuarial study. He stated that their recommendation to Council is to offer insurance benefits to retirees at their expense. Councilwoman Marjorie Funk made a motion to offer to include retirees on our insurance policy at their expense. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to accept the quote from ACOPEB in the amount of \$1,500.00 for the actuarial study. Councilman Berton Austin seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris stated that at the last meeting Council agreed to have the Lawsons continue with the Bluegrass Festival. He stated that since then the Lawsons have decided not to come back. Mayor Morris stated that we are looking at other options. He stated that we have talked with the Shriners about promoting/operating the festival next year. He stated that we have had employees volunteer to help with this since Shriners is going to do this as a benefit for the Children's Hospital at UVA. Mayor Morris stated that if we do this we will not be making any money but will hopefully break even. Councilman John Funk made a motion to allow Ashley to proceed with negotiating with an organization for whatever it takes to have the bluegrass festival next September.

PRESENTATION OF PETITIONS AND CLAIMS

Joe Colella addressed the Council stating that he has a dog problem. He stated that one day in August he was walking his dog down the sidewalk and another dog come upon him and tried to get his dog so he grabbed his dog by the collar. He said he was not sure if the dog was going to get him or not but he followed this guy to his residence and called the Chief, who came out and made a record of it. He stated that after talking with members of his family, this guy has been observed many times walking his dog without a leash with his kids. Mr. Colella said that this is the same thing that was going the day his dog was attacked. This man's children were on three wheelers and his dog was not on a leash. He stated that he wanted to make Council aware of this and ask that something be done before something bad happens. Kevin Daye addressed the Council and stated that he lives at 706 14th Street. He stated that Mr. Colella was attacked outside of his house and feels that this is a major public safety concern for the people who live or walk in this area. He said that we have a dog owner that apparently does not, can not, or will not control his animal. He stated that the dog has been loose on numerous occasions. Mr. Daye stated that he is here before Council to see what can be done legally to make him control his animal. He stated that he does not want this to escalate but he will not allow his animal to get attacked. Mayor Morris stated that this is the first he has heard of it and he will meet with the Chief of Police and get back to them about this.

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

Mayor Morris called the Town Council Public Hearing to order at 7:00 p.m. on Tuesday, October 12, 2010 and welcomed the citizens. Town Clerk Tara Morris called the roll. Members present were David Raynes, Berton Austin, John Funk, Joe Morris, Jim Justis and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Ashley Jacobs, Town Superintendent Charlie Stickley, and Police Chief John Painter.

Mayor Morris stated that the Public Hearing was to hear citizens' comments regarding the elimination of Town automobile decals and the reform of the automobile license fees.

Town Manager Ashley Jacobs stated that the Town was looking to follow in the footsteps of Rockingham County and eliminate the Town decals. She stated that the same fees will be charged as a vehicle license fee that will be billed with the personal property taxes and be due on December 5th annually. The fee would be paid in advance for the upcoming year. She stated that we are looking at enacting a \$30.00 administrative fee for those people who do not pay their personal property taxes. She stated that this will cover the administrative fee charged by DMV to stop their records until the Town is paid. Town Manager Ashley Jacobs stated that once the Town is paid then DMV will release the stop on the account.

No citizen comments were made.

Councilman Jim Justis stated that if this tax is implemented this year then that is double taxation. Town Manager Ashley Jacobs stated that it was not double taxation and that we are only collecting the fee early. She stated that it will be the same amount collected. Town Attorney Nathan Miller stated that when the bill was passed he thinks the Legislation allowed for early collection. He stated that he would check the bill and get back with the Town.

With no further comments Mayor Morris adjourned the public hearing.

Mayor Morris called the regular Council Meeting to order.

Councilwoman Marjorie Funk made a motion to accept the minutes for the September 13, 2010 Town Council Meeting with one correction; under Finance it says "Councilwoman Berton Austin" it should say "Councilman Berton Austin". Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis 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, 2010. Councilman David Raynes seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of October 12, 2010 and the remaining bills for the month of September totaling \$106,484.13. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to allow the Parks and Recreation Specialist, Lettie Stickley, to spend up to the budgeted amount of \$22,500.00 on merchandise for the gift shop. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilman Jim Justis stated that Council has been provided with a copy of a draft agreement from the water and sewer committee with the assistance of the Town Manager and the Town Superintendent. Councilman Jim Justis stated that this agreement offers three options for the citizens on Cary Street to pay their sewer connection fee. Councilman Jim Justis stated that he would like approval of this agreement pending approval by Legal Counsel. Town Manager Ashley Jacobs explained the three options to the Council and stated that we need a contractual agreement with these residents so that the contractor knows whether to run the laterals. Councilman Jim Justis made a motion

that this agreement be approved pending final review by Legal Counsel. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Jim Justis made a motion that the Town designate Saturday, October 30th as Halloween night for the Town of Grottoes. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Berton Austin stated that we have a rezoning request from Reynolds Packaging. Councilman Berton Austin stated that the Planning Commission has reviewed the request. He stated that during our recent rezoning the Town rezoned two parcels of the Reynolds property. One was rezoned from B-2 to R-2 and the other was rezoned from B-2 to C-1. Councilman Berton Austin stated that Reynolds request is to rezone both parcels back to B-2, which is Planned Business. Councilman Berton Austin informed the Council that both properties are located off of Aspen Avenue and run along the railroad tracks. He stated that allowing this property to be rezoned to B-2 will still require any business plans for this area to be approved by the Planning Commission and Council. Councilman Berton Austin made a motion to hold a Public Hearing on the first mutually agreed date with the Planning Commission and Town Council for the rezoning of the Reynolds property. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Berton Austin announced the first reading of the amended ordinance repealing Article VI, Motor Vehicles, of Chapter 144 Taxation, and re-enacting Article VI, Motor Vehicles, of Chapter 144 Taxation, of the Code of the Town of Grottoes.

Councilman Berton Austin announced the first reading of the ordinance to amend Chapter A171 (Fees) Section 171.1F of the Code of the Town of Grottoes.

PARKS, RECREATION AND PUBLIC FACILITIES

Mayor Morris asked that the Planning Commission look at the zoning of Grand Caverns. He stated that it currently falls into Conservation. He stated that a campground is not a permitted use in Conservation and asked for Planning Commission to look for a better zoning for the Park. Mayor Morris stated that he wants Council to be thinking about how we want to use Grand Caverns in the future.

SPECIAL EVENTS

Councilwoman Marjorie Funk stated that the senior citizens' luncheon was a success again this year. She said that the meal was delicious and the entertainment was outstanding. Mayor Morris agreed that the senior citizens' luncheon was a success and also thanked Council for their help in serving the seniors.

Councilwoman Marjorie Funk announced that the Town of Dayton is hosting the next RML meeting which is scheduled for Wednesday, October 20, 2010 at 6:00 p.m. Councilwoman Marjorie Funk asked that anyone planning to attend let Town Clerk Tara Morris know tonight.

PERSONNEL, FIRE AND POLICE PROTECTION

Mayor Morris stated that we still have a vacancy on the Board of Zoning Appeals and that Mr. Mark Keeler has shown interest in this position. Councilwoman Marjorie Funk made a motion to appoint Mark Keeler to the Board of Zoning Appeals. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris asked if everyone has had a chance to look over the new grievance procedures for the personnel handbook. Councilwoman Marjorie Funk made a motion to adopt the revised grievance procedures to be added to the handbook. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Ashley Jacobs informed the Council that the Planning Commission has the Noise Ordinance and they will be reviewing it at their next meeting. She stated that the Cary Street sewer project is starting construction. Ashley stated that in the Caverns report you will see that Dr. Dan Doctor has received his cave collection permits from DCR and he would like to begin working in December. She also stated that the Maintenance Department is starting to work on the area for the playground equipment at Grand Caverns.

SPECIAL ORDER OF BUSINESS

Mayor Morris stated that the Veteran's Group has requested \$200.00 to help cover the cost for the Veteran's Day Ceremony. Councilman John Funk made a motion to approve \$200.00 for the Veterans Program. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, and Marjorie Funk voted in favor of the motion, Councilman Jim Justis abstained from the motion, motion carried.

Mayor Morris informed the Council that we have received a letter protesting a business license. This person stated that she works in her home providing computer work for people out of state. She stated that where she previously lived she was charged a flat fee and in Grottoes she is being charged \$.20 per hundred of her income. Ashley stated that her argument was that the Town of Grottoes did not have a local income tax and wants to know why we are taxing her income. Ashley stated that her business is web development for a company in Michigan. Town Manager Ashley Jacobs stated that this individual is self-employed and receives a 1099 from the company she works for and therefore she is operating a business according to our code. Ashley stated that she talked to other towns and they would classify this type of business as personal service. Ashley stated that is the category her business is in. Mayor Morris asked that the Town send her a letter letting her know that we are looking into her situation. Mayor Morris asked that the Planning Commission review the business license fees and how they are structured. He also asked for this topic to be on the agenda next month.

Mayor Morris stated that we have received a request from a movie producer to shoot the last scenes of a movie

in the Caverns. Mayor Morris asked if the Council thinks we should allow this to happen and if so, we need to let allow Lettie to negotiate with them. Mayor Morris stated that it would have to be after hours and they would have to pay for our staff to be present. Councilwoman Marjorie Funk stated that we need more information before making a decision. Mayor Morris stated that we do not have to make a decision but he feels that we need to give Lettie permission to talk with the producer to see what they are wanting. Councilman Jim Justis made a motion that we authorize the Park Specialist to discuss with the producer of the Last Messenger the scenes and the effect on the cave and other areas that we need more information on. Councilwoman Marjorie Funk seconded the motion. Mayor Morris asked Councilman Jim Justis to amend his motion to include the timeline of when they are planning to film the movie. Councilman Jim Justis agreed to the amendment. Councilwoman Marjorie Funk seconded the amendment. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

UNFINISHED BUSINESS FROM PREVIOUS MEETING

Mayor Morris asked for an update from the dog complaint at last month's meeting. Chief Painter stated that they have not seen the dog running at large. He believes the owner has repaired or rebuilt the fence structure so the dog cannot get out. Chief Painter said he has spoken with the complainant and now the problem is that the dog is barking all the time, probably because he cannot get out. Chief Painter stated that he asked the officers to patrol that area and also informed the complainant to call when the dog is barking and not to wait until the next day. Chief Painter stated that when he has been in the area he has not heard the dog barking. He stated that he has checked with the other officers and they have not caught the dog barking.

Councilman Jim Justis recommended that the Planning Commission take another look at the junk car ordinance as it pertains to businesses in Town.

Chief Painter stated that he has had a similar complaint about race cars in Town. He stated that the cars are sitting on a trailer, with current tags, but the race cars themselves don't have tags or inspections on them.

Councilman Jim Justis 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 member David Raynes, Berton Austin, John Funk, Jim Justis, 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. D. Raynes; yes, B. Austin; yes, J. Funk; yes, J. Morris; yes, J. Justis; yes, and M. Funk; yes.

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

The Grottoes Town Council and the Grottoes Planning Commission held a joint public hearing on Monday, November 8, 2010, beginning at 7:00 p.m., with Mayor Morris presiding.

Council Members Present were: Mayor Joe Morris, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk.

Council Members Absent were: David Raynes.

Planning Commission Members Present were: Bill Martin, Berton Austin, Brian Robertson, Emily Holloway, Shannon Clem, and Tom Messick.

Planning Commission Members Absent were: Mark Keeler.

Other Town Officials Present were: Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Ashley Jacobs, and Police Sergeant Wes Baugher.

Town Clerk Tara Morris determined that a quorum was present for the Town Council and the Planning Commission.

Mayor Morris called the joint public hearing to order and welcomed guests. He stated that the reason for the hearing is to hear citizen comments regarding a rezoning request from Reynolds Packaging.

Mayor Morris stated that we do not have anyone signed up to speak for or against the request and asked if any of the Council or Planning Commission members had any questions regarding the rezoning request. Councilman Jim Justis clarified that this is to rezone the property back to the original zoning. Councilman Berton Austin specified that is B-2. Mayor Morris stated that the original zoning for the property was B-2 and it was changed during the Town rezoning. Reynolds is requesting that the property be zoned back to B-2 (Planned Business).

Mayor Morris turned the meeting over to the Planning Commission.

Chairman Robertson asked the Commissioners if they had any further questions on the request or if they were ready to act on it tonight.

Commission Member Bill Martin made a motion to rezone the Reynolds property back to the B-2 zoning. Commission Member Shannon Clem seconded the motion. Commission Members Bill Martin, Tom Messick, Emily Holloway and Shannon Clem voted in favor of the motion, motion carried.

Chairman Robertson turned the meeting back over to Mayor Morris.

Mayor Morris stated that the Planning Commission has recommended that the rezoning request for the Reynolds property be approved.

Mayor Morris asked if the Council was ready to act on the Planning Commission's recommendation. Councilman Jim Justis made a motion to rezone the Reynolds property back to the B-2 zoning. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris adjourned the Joint Public Hearing.

Mayor Morris called the regular meeting of the Grottoes Town Council to order.

Town Clerk Tara Morris called the roll. Members present were Berton Austin, John Funk, Joe Morris, Mark Sterling, Jim Justis, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Ashley Jacobs, and Police Sergeant Wes Baugher.

Councilwoman Marjorie Funk made a motion to approve the minutes for the public hearing on October 12, 2010 and for the regular Council meeting on October 12, 2010. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, 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, 2010. Councilman Jim Justis seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the bills as of November 8, 2010 and the remaining bills for the month of October 2010 totaling \$71,877.89. Councilman Mark Sterling seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk stated that we have budgeted for and are looking at a new color copier. Councilman John Funk made a motion to purchase the copier from SVOE in the amount of \$10,700.00. Councilwoman Marjorie Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

WATER AND SEWER

Councilman Jim Justis stated that in Council's packets is a form that, if approved, will be used for sewer connections in the future. He stated that the increased verbiage in the easement, the fact that it will be notarized, and that the easements can be recorded in the Rockingham County Courthouse will give the Town clarification on easements. Councilman Jim Justis made a motion that we approve the form and agree to file all future easements in the Rockingham County Courthouse. Councilwoman Marjorie Funk seconded the motion. Town Manager Ashley Jacobs informed the Council that this form has not been reviewed by Counsel. Councilman Jim Justis amended his motion to ask Council to approve the Town of Grottoes Application for Sewer Connection as presented to be approved by Council pending review by the Town Counsel. Councilwoman Marjorie Funk accepted the amendment. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Jim Justis stated that Council has a copy of the agreement concerning the potential well that the Town can obtain. We will obtain the well if we provide water and sewer to a certain area. This will expire December 31, 2010 unless either party gives notice within 30 days of that date that they want to walk away from the agreement. Councilman Jim Justis stated that the Town should not walk away from this since in the document it says this is binding on all representatives, successors and assigns and we want that well if we can get it. Councilman Justis stated that he is recommending to Council to agree to

extend this contract for 1 year by not taking any action and allowing the contract to renew. Councilman John Funk seconded the motion. Mayor Morris stated that after reading the contract, the reason we are getting the well is because we will be providing them with sewer services, outside of the Town, that he needs for his development. Mayor Morris stated that we have been in contract with this developer for almost six years with no movement forward on his behalf. Mayor Morris stated that he feels we need to renegotiate the contract with him and not agree to what is set forth. Councilman Jim Justis said that if we set a deadline or put pressure on him he could walk away from this and we need that well. Mayor Morris stated that six years ago this looked like a great project for the Town. He stated that since nothing has been done on this project and the fact that we just annexed a new subdivision we need to concentrate on providing services to Town citizens before providing services to out-of-town citizens. Council members Jim Justis and Mark Sterling voted in favor of the motion, Council members Berton Austin, John Funk, and Marjorie Funk voted against the motion, motion denied.

Councilman Jim Justis made a motion that the Town prepare a letter to the developer stating that we are withdrawing from the current contract effective December 31, 2010. He also asked to include that we are open to future negotiations. Councilwoman Marjorie Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris suggested that we go ahead with an engineered study to see what his development is going to do to our water and waste water systems. Councilman Jim Justis stated that he feels that since this project has not progressed in six years and now that the Town has another subdivision already started, he suggested that we ask the developer to provide us with an engineered study that tells us what his development is going to do to our system.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin announced the second reading for an ordinance repealing Article VI, Motor Vehicle, of Chapter 144, Taxation, and re-enacting Article VI, Motor Vehicles, of Chapter 144, Taxation, of the Code of the Town of Grottoes.

Councilman Berton Austin announced the second reading of an ordinance to amend Chapter A171 (Fees) Section 171.1F Chapter 144. Taxation) of the Code of the Town of Grottoes.

Councilman Berton Austin made a motion to approve the amendments to Chapter 144. Councilman Jim Justis seconded the motion. Berton Austin; yes, John Funk; yes, Mark Sterling; yes, Jim Justis; yes, Marjorie Funk; yes, motion carried.

Councilman Berton Austin made a motion to approve the amendments to Chapter A171. Councilman Jim Justis seconded the motion. Councilman Berton Austin asked if we were going to prorate fees. Town Manager Ashley Jacobs stated that we looked into that. She stated that one locality was going to prorate but Rockingham County and the other Towns were not. She stated that her recommendation is not to prorate. Berton Austin; yes, John Funk; yes, Mark Sterling; yes, Jim Justis; no, Marjorie Funk; yes, motion carried.

STREETS AND STREET LIGHTS

Councilwoman Marjorie Funk made a motion to allow the Town Manager to spend up to \$4,000.00 for seasonal decorations. Councilman Mark Sterling seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris stated that our waste service contract is up for renewal in October. Mayor Morris stated that he and Town Manager Ashley Jacobs have been talking to some other localities trying to see how we can control our fees that we are charging our customers in Town without continually raising rates for this service. Mayor Morris stated that there have been several Towns who have decided to provide this service themselves and stated that we have been asked to partner with other Towns. With that being said, and without going into further information, Mayor Morris stated that he would like to set up a Sanitation Committee. Mayor Morris stated that he would like David Raynes to chair this committee since he is already the chairman for streets and street lights. He would like for John Funk to serve on this committee since he is the finance chairman. Mayor Morris also stated that he is going to serve on the committee. Councilman Jim Justis stated that he would like to serve on the committee. Councilman Jim Justis made a motion to

approve the Mayor's recommendation for the Sanitation Committee. Councilman Berton Austin seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk announced the Veteran's Day Ceremony is scheduled for November 11, 2010 at 11:00 a.m. The Christmas Parade will be on Sunday, December 5, 2010 at 5:30 p.m. with line-up starting at 4:30 p.m. Councilwoman Marjorie Funk stated that this year will be our First Annual Home Decorating Contest. All Council members are encouraged to participate in judging for our contest following our December meeting.

PERSONNEL, FIRE AND POLICE PROTECTION

Mayor Morris stated that Chief Painter has asked for a speed study to be conducted on 12th Street between Cherry Avenue and Birch Avenue. He stated this is the area going into the Park Place Townhouses. Sergeant Baugher stated that the police department has completed a 30-day study and no one was going over 5-6 miles above the speed limit. He stated that the problem is there are lots of children playing in this area. Mayor Morris asked that since we are facing new developments in Town, would we be better off to drop the speed limit to 15 mph or declare the area a high risk neighborhood because of the children and housing density and implement the \$250.00 additional fine. Councilman John Funk made a motion to table the speed study until Town Manager Ashley Jacobs can find out about the \$250.00 fine for high density residential areas. Councilman Jim Justis seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris stated that everyone should have a copy of the changes to the personnel manual and asked if anyone had any questions about them. Councilwoman Marjorie Funk made a motion to accept the changes to the personnel manual. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris stated that we have already approved the OPEB Actuarial Study but the company we approved to do the study has refused to do it because the Town has little liability. Mayor Morris informed the Council that our auditors still insist that the study be done so now we have to approve another company to complete the study. Councilwoman Marjorie Funk made a motion to accept the bid from VML/VACO to do the Actuarial Study. Councilman Mark Sterling seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Town Manager Ashley Jacobs informed the Council that the contract for the 2011 Bluegrass Festival with the Valley Shriner's is good to go. She also informed them that she has received seven signed contracts for the Cary Street sewer project.

SPECIAL ORDER OF BUSINESS

Cheryl Keeler addressed the Council and stated that she is the Branch Manager of the Grottoes Branch Library. She stated that she is here to announce that their 10th Birthday is coming up on December 18, 2010. She invited the Council to stop by on Friday, December 17, 2010 throughout the afternoon. She stated that they will be having cake and displaying memorabilia from the past 10 years in the community room. Also, that afternoon at 4:00 the River's Bend Trio will be performing in the community room. Mrs. Keeler thanked the Council for the space they provided the library and for their support over the past 10 years. Mrs. Keeler introduced Michelle Thornton, Community Relations Person; Lora Rose, Assistant and Branch Coordinator; and Lois Jones, Director of the Massanutten Regional Library (MRL). Lois Jones addressed the Council and thanked them for allowing her to come. She stated that she wanted to thank the Council for their support of the library and for allowing them to have space in the Town's newsletter. Mayor Morris stated that the Council feels that the library is an asset to the Town and appreciates all that Cheryl, and the staff of MRL, does for the Grottoes Branch.

UNFINISHED BUSINESS OF PREVIOUS MEETING

Mayor Morris stated that the producer of the movie, The Last Messenger, was hoping to film the movie in the cave for screen credit. Councilwoman Marjorie Funk made a motion

not to allow the filming of the movie, The Last Messenger, in Grand Caverns. Councilman John Funk seconded the motion. Council members Berton Austin, John Funk, Jim Justis and Marjorie Funk voted in favor of the motion, Councilman Mark Sterling voted against the motion, motion carried.

Town Manager Ashley Jacobs stated that we have received an invitation from the Grottoes Volunteer Fire Department. She stated they are having a note burning ceremony on Sunday, November 21, 2010 from 2:00 p.m. until 4:00 p.m.

Tammi Sutherland addressed the Council about her business license. She stated that in the past she has purchased a business license but does not understand why she is being charged on her income. She stated that she had information on business license fees from Washington DC and there she would pay a flat rate. She stated that she works as a web developer for a company out of state and that she logs into their system from her home. Town Manager Ashley Jacobs informed the Council that she has checked with other Towns in our area and their classification for this type of business is the same as ours. She stated that is why she asked Ms. Sutherland to come to the Council with her concern. After the discussion Mayor Morris informed Ms. Sutherland that this year's license would have to be paid. He stated that we will review this to see if it is changeable or not and that we will have the Planning Commission review the business license section but any changes made would not be made effective until July. Mayor Morris asked Councilman Berton Austin to take Ms. Sutherland's request to the Planning Commission and suggested that Ms. Sutherland attend the Planning Commission meeting to express her concerns.

Councilman Jim Justis made a motion to go into closed session pursuant to Section 2.2-3711(A)1 of the Code of Virginia for matters relating to personnel. Councilwoman Marjorie Funk seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis, 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. B.

Austin; yes, J. Funk; yes, J. Morris; yes, M. Sterling;
yes, J. Justis; yes, and M. Funk; yes.

Councilman Jim Justis made a motion that the Town send Chris Dove and Woody Madison to class to be certified as a water operator and that the Town pay for all required training for this. Councilwoman Marjorie Funk seconded the motion, Council members Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the pay scale as presented. Councilman Jim Justis seconded the motion. Council members Berton Austin, John Funk, Mark Sterling, Jim Justis and Marjorie Funk voted in favor of the motion, motion carried.

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

Mayor Morris called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, December 13, 2010 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were David Raynes, Berton Austin, John Funk, Joe Morris, Mark Sterling, Jim Justis, and Marjorie Funk. Also present were Town Clerk Tara Morris, Attorney Linda Elliott, Town Manager Ashley Jacobs, Superintendent Charlie Stickley, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to accept the minutes as printed for the joint public hearing and regular council meeting held on November 8, 2010. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling Jim Justis 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 2010 as presented. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of December 13, 2010 and the remaining bills for the month of November, 2010 totaling \$193,457.22. Councilman Mark Sterling seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to give the Town employees Monday, December 27, 2010 off as part of their Christmas Holiday. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Berton Austin made a motion to accept the ordinance and resolution to set the meeting times for 2011 and the Organizational meeting for 2012. Councilwoman Marjorie Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim

Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Berton Austin announced the first reading to amend Chapter 113 (Noise).

Councilman Berton Austin informed the Council that they have a copy of the citizens' survey results and asked everyone to look over the results and the comments.

STREETS AND STREET LIGHTS

Councilman David Raynes made a motion to accept the tree removal quote from Ward's Tree Service in the amount of \$1,950.00. He stated that this quote is to remove four dead oak trees from 12th Street and Birch Avenue and one tree from 16th Street and Dogwood Avenue. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion not to sell the old display sign. Councilman Jim Justis seconded the motion. Councilman Jim Justis asked why this motion was made. Mayor Morris informed the Council that someone inquired about purchasing the old sign but the staff would like to keep the sign for use at Grand Caverns or other areas of Town. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Marjorie Funk reminded the Council that the Library's 10th Birthday celebration is Friday, December 17, 2010 from 1:30 p.m. until 6:00 p.m. and that the River's Bend Trio Band will be performing from 4:00 p.m. until 5:00 p.m.

PERSONNEL, FIRE AND POLICE PROTECTION

Mayor Morris informed the Council that we will have a vacancy on the Planning Commission as of January 1, 2011. He stated that Tom Messick has decided not to seek

reappointment for a new term. Mayor Morris stated that we will advertise this position in the January newsletter.

Chief Painter expressed concern regarding the amendment to Chapter 113 (Noise Ordinance). He stated that he does not like this ordinance because it contains words with out clear definitions. Chief Painter stated that his concerns are the words "unnecessary" and "annoying" in Section 113.1. He stated that he feels this is left up to interpretation and that this is the reason our old ordinance was deemed unconstitutional. Mayor Morris asked that Counsel review Chief Painter's concerns and bring a recommendation back to Council.

Town Manager Ashley Jacobs informed the Council that the new dump truck is here and that we will be bidding out for another dump truck early in 2011.

SPECIAL ORDER OF BUSINESS

Mr. Gregory Cromer addressed the Council with an aerial photo of the Town. He stated that he stopped by the Town Office and the staff asked if he would come to the Council Meeting to show the Council his photos. Town Manager Ashley Jacobs stated that she would like for one to be purchased for the office. Councilman David Raynes stated that he would like to see the Council purchase one for the office and a larger one for the Council Chambers. Councilman David Raynes made a motion to purchase the aerial photo from Mr. Cromer and a larger photo for the Council Chamber with both of them framed. Councilman Mark Sterling seconded the motion. Mr. Cromer stated that he was not sure of the price of framing especially for the larger print and that it may be cheaper for us to frame it ourselves. Councilman David Raynes amended his motion to exclude the framing. Councilman Mark Sterling accepted the amendment. Council members David Raynes, Berton Austin, John Funk, Mark Sterling, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

UNFINISHED BUSINESS FROM PREVIOUS MEETING

Chief Painter informed the Council that he checked into the increased fine zone and in doing so found out that a speed study has to be done. In order to increase fines in a certain area, a resident from the area would have to request that the Town perform a speed study and provide the

Council with a petition in favor of the increased fine area signed by at least 75% of the residents in the proposed area. Mayor Morris asked if that was just for the increased fines. Chief Painter replied yes for increased fines. Chief Painter stated that the problem is that he has conducted a speed study for over a month during peak travel times. He stated that speeding is not a problem there. Chief Painter stated that the posted speed limit is too fast for that area. He stated that once a speed study was done it would verify that speeding is not a problem. However, at that time the speed limit can be lowered to a safer speed for the area. Mayor Morris asked if Council would like to act on this tonight and it was determined that this remain on the agenda for next month under unfinished business.

Mayor Morris informed the Council that the Water Sewer Committee negotiated the agreement with Stan Shifflett on the Stonhenge project. He stated that the agreement remained as it was with the exception that the well becomes the Town's property immediately once the contract is signed. Mayor Morris stated that we have given them one year to build a well house or the Town will build it at the cost of the developer.

PRESENTATION OF PETITIONS AND CLAIMS

Clarice Alderman addressed the Council asking to start a recreational dance class for children. She stated that this would be a business that she would be a sole proprietor of and that every student would sign a liability waiver which would waive any liability for the Town of Grottoes. She stated that this is the same wavier that Rockingham County Parks and Recreation uses. Mrs. Alderman stated that she would like to use the community room for these classes and would like to hold them about four times a week. Councilman Mark Sterling asked what times would the classes begin. She stated that classes would begin around 4:30 p.m. Town Manager Ashley Jacobs reminded Council that if we want to rent this space to Mrs. Alderman we will have to hold a public hearing and that she would be responsible for paying the cost of the advertisement. Town Counsel Linda Elliott asked Mrs. Alderman if she had a liability insurance policy. Mrs. Alderman stated that when she researched this she didn't need liability insurance since it was a small business with a sole proprietor. Mayor Morris asked Mrs. Alderman to leave her contact information with Town Manager Ashley Jacobs and stated that he would

like Council to look over what Mrs. Alderman is recommending and be ready to discuss it at the next meeting. Mayor Morris thanked Mrs. Alderman for coming.

Mayor Morris asked for a special meeting for December 23, 2010 at 11:00 a.m. to discuss the Stonehenge agreement and the recreational dance class request.

Councilman Jim Justis asked that the Planning Commission look at the feasibility of renting long term or buying the old Twitty's Grocery Store for a recreational center for the Town and, determine if that building would make an appropriate recreational center.

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

Mayor Morris called the Special Meeting of the Grottoes Town Council to order at 11:00 a.m. on Thursday, December 23, 2010. Town Clerk Tara Morris called the roll. Members present were David Raynes, Berton Austin, John Funk, Joe Morris, Jim Justis, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Superintendent Charlie Stickley, and Town Manager Ashley Jacobs.

Town Manager Ashley Jacobs gave a staff report updating the Council on the agreement with Stan Shifflett. She stated that this agreement was drafted by the Town Attorney and it voids all previous agreements. She stated that the general concept is that Mr. Shifflett hands over the well and well lot to us immediately upon signing the contract and then we agree to provide municipal service lines to his property. She stated that the details include their responsibility to build the well house and the controls for the well. She stated that they have not done so yet. Ashley informed the Council that Mr. Shifflett will be given until January 1, 2012 to complete the construction or the Town will construct it and Mr. Shifflett will have 30 days to pay or the Town will place a deed of trust on the lots so that when they are sold we will be paid. Mayor Morris asked if anyone had any questions. Councilman John Funk made a motion to approve the agreement. Councilman Jim Justis seconded the motion. Councilman Jim Justis suggested that the Town Manager handle any changes that may occur that do not alter the agreement. Councilman John Funk accepted the amendment. Council Jim Justis seconded the amendment. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Morris asked Town Manager Ashley Jacobs to give a staff report on renting the Community Room for recreational dance classes. Town Manager Ashley Jacobs stated that the lease would be for the use of the Community Room and the storage closet and would be for one year. She stated that that we need to discuss if the Town would be willing to provide the fee for advertising since Mrs. Alderman will be providing a recreational activity for our citizens. Also, rather than a set monthly rent we need to discuss charging her 30% of her profits and allowing her to keep 70% due to the fact that we are not sure how many participants she will have. Town Manager Ashley Jacobs stated that she would like to hold the classes at 5:00 p.m. and 6:00 p.m. so we also have to discuss how we want to

lock the building. Ashley asked if we want to have a locksmith provide us with a key to the front door and the storage closet only. Town Manager Ashley Jacobs stated that Mrs. Alderman indicated that her beginners classes would be using tap shoes for about 20 minutes and asked if the Council is okay with that on our floor. Ashley stated that our VML underwriters informed her that we are covered but recommend that the instructor have her own insurance. Ashley stated that if we decide to proceed with this we need to set the public hearing date for the January meeting. Mayor Morris suggested paying for the ad since she will be providing recreational services to children of the Town. Councilman John Funk made a motion to pay for the ad for the public hearing. Councilman Jim Justis seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Jim Justis asked why we were charging her 30% of her profits. Ashley stated that Mrs. Alderman asked that we consider the percentage verses a rental fee since she has no way of knowing how many students she will have.

Mayor Morris stated that she will have to obtain a business license. He also recommended that we have a key made for only the front door and storage closet. And require that when a key is given out a contract will be signed stating that if they do not return it or they lose it then they would have to pay to have the doors rekeyed. Councilman Jim Justis stated that they should be assigned a different code for the alarm system. Mayor Morris suggested getting three keys made with three separate alarm codes.

Several Council members discussed concerns with using tap shoes on our floor. Town Manager Ashley Jacobs stated that Mrs. Alderman did not feel that there would be any damage and will clean up any scuff marks that they leave. Mayor Morris stated that since she is offering this as recreation he would not have a problem with the Town looking into purchasing wood flooring that can be put down. Mayor Morris asked everyone to think about purchasing flooring to put down for the tap classes.

Mayor Morris stated that the insurance issue is no different than us having playground equipment at the park. Councilman Jim Justis feels strongly about the instructor having her own insurance with the Town listed as a third-

party. Town Manager Ashley Jacobs stated that the email from VML stated that the Town is covered and that the instructor should carry insurance because if she was to get hurt our workers' compensation insurance would not cover her because she is not our employee. Mayor Morris asked what kind of policy we should require her to have. He stated that the cost for the policy per month would probably be more than she would be making. Councilman Jim Justis asked if we require the insurance, should we lower our rental cost to 20%. Councilman John Funk stated that if we want this to go forward then we are going to have to back off of the insurance requirement. Councilwoman Marjorie Funk stated that we cannot make this so difficult for that she just throws up her hands. Councilman John Funk questioned if we want to do this or not. Councilman Jim Justis replied that he feels that we do want to do it. Mayor Morris stated that he also thinks we want to do it.

Councilman Jim Justis made a motion to hold a public hearing on January 10, 2011 concerning the agreement for the recreational dance class in the Town Hall. Councilman John Funk seconded the motion. Council members David Raynes, Berton Austin, John Funk, Jim Justis, and Marjorie Funk voted in favor of the motion, motion carried.

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