

**Town of Grottoes
Workshop Meeting**

CALL TO ORDER: The Town of Grottoes Town Council held a workshop meeting on Wednesday, April 5, 2017, at 5:30 p.m., with Mayor Emily Holloway presiding.

ATTENDANCE: Council Members present were: Mayor Emily Holloway; Council members David Raynes, Mark Keeler, Marjorie Funk, and Tim Leeth.

Other Town Officials present were: Town Manager Jeff Nicely, Town Clerk Tara Morris, Tourism and Parks Director Nathan Garrison, Public Works Director A J Hummel, Town Treasurer Rhonda Danner, and Police Chief John Painter.

Comprehensive Plan - Mayor Holloway stated that she would like to thank Cheryl Keeler for proofing and editing the comprehensive plan. She stated that Tara has made those corrections and Council has been given an updated copy. Councilman Mark Keeler asked how we wanted to proceed with implementing the plan. Mark stated that he would meet with Town staff to discuss divvying out sections of the comp plan to the committees for them to review and discuss. Town Clerk Tara Morris informed the Council that she changed the BZA section to match the Town's Code book.

800 Gum Avenue - Town Manager Jeff Nicely stated that he received a complaint that are two families living in a house at 800 Gum Avenue. Town Manager Jeff Nicely contacted the owner of the property who admitted that it was two separate families. Jeff informed him that this is a violation of the zoning ordinance. The owner has submitted a request for a special use permit. The Planning Commission denied the request but had concerns on how long to give the tenants to be out. Town Manager Jeff Nicely discussed this with Town Attorney Nathan Miller. He informed Jeff that this is not listed as a conditional or accessory use so it should not be considered for a special use permit. Jeff stated that he will get with the property owner to let him know that this cannot be passed and that he is still in violation and needs to come into compliance.

Nuisance - Councilman Mark Keeler informed the Council that the Ordinance Committee met about amending the nuisance ordinance. He stated that they came up with a timeline. He stated first we need to see what we can condemn; the legal clarifications and exceptions. He stated that the Planning Commission is going to hold a planning session on April 25, 2017 at 7:00 p.m. to come up with a draft

ordinance to send to the Town Attorney for review. He stated that at that time, the Planning Commission will review the draft at their regular meeting in May and then send it to the Council in June.

Town Manager Jeff Nicely stated that he has met with the Rockingham County building Inspectors concerning the properties at 403 8th Street and 500 14th Street and the inspector declared the houses uninhabitable. He stated that he was sending a letter out to the property owners to let them know that they are in violation and the properties either need to be fixed or demolished.

Town Manager Jeff Nicely stated that he has received complaints and has sent Denise Malin a letter of violation for having chickens.

Speed Study - Town Manager Jeff Nicely informed the Council that he met with Don Kamara about changing the speed limit on Dogwood Avenue from 3rd Street to 6th Street so golf carts can cross. Jeff stated that he wanted to clarify a few things and to make sure we change the ordinance to allow them to only cross Dogwood Avenue and not drive on Dogwood Avenue.

Budget - Town Manager Jeff Nicely informed the Council that they have a copy of the budget and asked them to look it over and if they have any questions to contact him. He stated that the budget included a 2% raise for all personnel that have not reached their cap salary. Councilwoman Midge Funk stated that the Finance Committee changed the raise for the Town Manager and Parks and Rec to a \$2,500.00 raise for the year for each. Town Manager Jeff Nicely stated that the budget also includes repairs to the Town Hall and a new web site and server.

Mayor Emily Holloway wants to look about having a comparison done on trash fees. Town Manager Jeff Nicely stated that Elkton previously collected their own trash but they have recently gone back to contracting it out.

Town Manager Jeff Nicely stated that he is planning to have the public hearing on the budget in May and approval in June. Mayor Holloway announced the next budget meeting will be April 17, 2017 at 5:00 pm.

Committees - Town Manager Jeff Nicely informed the Council that Frank Dean will be retiring at the end of April and that we will be advertising for his position soon.

Councilman Tim Leeth talked about having beer and wine tasting at the fall festival in Mountain View Park. He stated that it would be limited and he knew that we would need approval and permits. He will ask for approval at the Council meeting.

Mayor Emily Holloway called the Meeting of the Grottoes Town Council to order at 6:00 p.m. on Monday, April 17, 2017 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Joshua Bailey, Mark Sterling, Emily Holloway, Marjorie Funk, David Raynes, and Tim Leeth. Also present were Town Clerk Tara Morris, Town Manager Jeff Nicely, Tourism and Parks Director Nathan Garrison, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the previous meetings. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Joshua Bailey, Mark Sterling, Marjorie Funk, David Raynes, and Tim Leeth voted in favor of the motion, motion carried.

FINANCE

Councilwoman Marjorie Funk made a motion to approve the Treasurer's report for the month of March 2017. Councilman David Raynes seconded the motion. Council members Mark Keeler, Joshua Bailey, Mark Sterling, Marjorie Funk, David Raynes, and Tim Leeth voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk made a motion to pay the bills as of April 17, 2017 and the remaining bills from March totaling \$108,090.23. Councilman David Raynes seconded the motion. Council members Mark Keeler, Joshua Bailey, Mark Sterling, Marjorie Funk, David Raynes, and Tim Leeth voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk presented a check to Andrew Holloway, Fire Chief of the Grottoes Volunteer Fire Department, for the Town's annual donation and reimbursement of their water bill. She stated that, on behalf of the Town Council, she wanted to thank them for the services they provide to the Town and surrounding communities.

STREETS AND STREET LIGHTS

Councilman David Raynes made a motion to proceed with the request of lowering the speed limit on Dogwood Avenue from 3rd Street to 6th Street to allow an area for golf carts to cross Dogwood Avenue. Councilman David Raynes stated that this is only to cross Dogwood Avenue and that no golf carts can drive on Dogwood Avenue. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Joshua Bailey, Mark Sterling,

Marjorie Funk, David Raynes, and Tim Leeth voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilman Tim Leeth announced the Grand Caverns 5K Race will be on April 28, 2017 at 6:30 p.m. Also that day at 5:30 p.m. will be a celebration of the completion of the fitness trail. He stated that the Gypsy Town Band will be playing and food will be available. Councilman Tim Leeth also announced the community yard sale will be on Saturday, May 13, 2017.

Councilman Tim Leeth made a motion to request approval for a craft beer/wine tasting in Mountain View Park for the fall festival. Councilman Mark Keeler seconded the motion. Councilman Mark Sterling asked if he voted against this would he be voting for all events or just this event. Mayor Holloway stated that this is for just this event. Council members Mark Keeler, Joshua Bailey, Marjorie Funk, David Raynes, and Tim Leeth voted in favor of the motion. Councilman Mark Sterling voted against the motion, motion carried.

PRESENTATIONS OF PETITIONS AND CLAIMS

Joe Colella addressed the Council with the concern of people mowing their grass out into the streets. He stated that he rides a bicycle every night and is trying to start a bike club but the grass in the roadway is dangerous for the bicycle riders. Councilman Mark Keeler stated that the Planning Commission is holding a work session on April 25, 2017 at 7:00 p.m. and will be discussing amending the nuisance ordinance and encouraged Mr. Colella to come.

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