

CALL TO ORDER: The Town of Grottoes Town Council held a workshop meeting on Monday, August 14, 2017, at 5:30 p.m., with Mayor Emily Holloway presiding.

ATTENDANCE: Council Members present were: Mayor Emily Holloway; Council members David Raynes, Mark Sterling, Marjorie Funk, and Tim Leeth. Councilman Mark Keeler joined in the meeting about 6:15 pm.

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.

Town Treasurer Rhonda Danner reviewed the Treasurer's report. She stated that the highway carry over amount of \$252,000.00 is for paving that needs to be completed by Smith Paving. She asked if anyone had any questions regarding the treasurer's report.

Town Manager Jeff Nicely stated Mike Betts has completed the fitness trail at Grand Caverns and has asked to continue to hold the 5K race to help raise funds for a new playground at Grand Caverns. Town Manager Jeff Nicely suggested naming the fitness trail after Mr. Betts for all of his hard work and generosity for getting this project done.

Town Manager Jeff Nicely stated that our attorney has been reviewing the revisions to the ordinances from the planning commission and has suggested some changes. Town Manager Jeff Nicely stated that these suggestions may go back to the Planning Commission before being presented to Council.

Town Manager Jeff Nicely stated that we have to purchase new police radios to work with the Rockingham County ECC. He stated that we could pay this all up front or we could be added into the County's loan which is a five year loan with two percent interest. Town Manager Jeff Nicely stated that the Police savings account has almost enough to cover the purchase of the radios.

Town Manager Jeff Nicely asked the Council to start thinking about out sourcing the trash collection. He stated that this is the biggest complaint in the maintenance department. He also stated that this would free up our guys to be able to get other projects done. Councilman Tim Leeth asked if we have ever out sourced any of the mowing or snow removal. Town Manager Jeff Nicely replied not that he knows of.

Town Manager Jeff Nicely stated that the Little League wants to meet with the Town regarding their lease. Town Manager Jeff Nicely stated

that the Little League built all the fields, fences, and scoreboards that are at the park except for Shifflett Field, which was built by the Town.

Town Manager Jeff Nicely said their lease states they will maintain everything east of the fields and this year the Little League struggled to keep up the maintenance on the fields. He informed the Council that they would not allow the Cardinal fans to use their restrooms. Town Manager Jeff Nicely told the Council that the Little League and Cardinals have had ongoing issues on who can do what and use what. Councilman Mark Sterling stated that this looks bad on the Town when the fans come to our Park and can't use the restrooms that are right there and have to walk across the park. Councilman Mark Sterling stated that he has received copies of the Little League agreements that Bridgewater and Broadway have and would like to see us change some things in our lease. Town Attorney Nathan Miller said the lease is automatically renewable every year unless either party notifies the other. He stated that we need to send the Little League a letter notifying them that we are not going to renew the lease at this time.

Town Manager Jeff Nicely stated that the Park Committee met and discussed coming up with a design for the street scape signs. Parks Director Nathan Garrison stated that they also discussed pool repairs and increasing food options at the park. He stated in reference to the Comprehensive Plan they discussed a campground and that he would come up with a plan.

Town Manager Jeff Nicely stated that our current cleaning contract was done in 2005 with Teresa Good. He stated that he would like to see some things added to the contract. For example, she doesn't even dust. He stated that he feels we need to add some things for quarterly or semi-annual cleaning. He stated that he didn't know if we wanted to bid that out separately or include it in with our current contract.

Town Manager Jeff Nicely stated that Jim Justis would like to continue to serve on the Planning Commission and stated that he missed the meetings due to his work schedule and should be able to attend the rest of the meetings.

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

Mayor Emily Holloway called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, August 14, 2017 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, David Raynes, Marjorie Funk, 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 meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, Marjorie Funk, 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 July 2017. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, Marjorie Funk, and Tim Leeth voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk made a motion to pay the bills as of August 14, 2017 and the remaining bills from July totaling \$191,103.03. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, Marjorie Funk, and Tim Leeth voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk made a motion to amend the agenda to add under Personnel, Fire and Police Protection Committee the item of new radios for the police department. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, Marjorie Funk, and Tim Leeth voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilman Tim Leeth announced the Back to School Splash Pool Party is on August 19th from 12:00 pm until 7:00 pm. He stated that September 1st is Friday Night Bluegrass at 7:00 pm at Mountain View Park and Bluegrass in the park at is September 7th -9th at Grand Caverns Park. The Community yard sale is on September 9th and the End of Summer Celebration is on September 16th from 4:00 pm - 9:00 pm at Mountain View Park. He stated that the Grand Caverns 5K will be on September 29th starting at 6:00 pm.

PERSONNEL, FIRE AND POLICE PROTECTION

Town Manager Jeff Nicely stated that any organization that was using the Emergency Communication Center for Harrisonburg and Rockingham County has to replace their radios due to changes in their system. He stated there is no option other than which radio do we want and how do we want to pay for it. Town Manager Jeff Nicely stated that the cost to replace the 17 radios comes to \$56,406.31. He stated that we have two options where we can pay this in full by the end of September or we can be included in the loan that Rockingham County is getting which will have a two percent interest rate over five annual payments. Town Manager Jeff Nicely stated that we have money in the police savings that is normally used to purchase a new police cruiser or armored vests that we could use to pay for the radios. Councilwoman Marjorie Funk made a motion to pay for the police radios out of the police savings in the amount of \$54,406.31 and not finance them. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, Marjorie Funk, and Tim Leeth voted in favor of the motion, motion carried.

NEW BUSINESS

Kara Irving addressed the Council stating that she is the Grottoes Little League President. She stated that she here to thank the Town for their support all season. She stated that they understand without the Town and the Town's people they would not have a Little League and this year they celebrated their 50th Anniversary. She stated this year they had 280 players for 20 different teams to include 7 t-ball teams which shows the future looks good. Ms. Irving stated that she is here because, with any partnership, there are always ways for improvement. She stated that one area they would like to discuss is communication. She stated that they would like to propose creating a position on the Town Council for a liaison to be on the Grottoes Little League Board. She feels that this will help address any kind of issues that would come up in a proactive and efficient way. Ms. Irving stated that the other item that they would like to bring up is to have some additional Town support in maintaining the fields. She stated that over the years the league has shrunk in size and they have a very limited amount of volunteers available to do all the work at the facilities. She stated that they would like to revisit the agreement on maintaining the fields that was made over 20 years ago. She stated that the main thing is to ask if the Town will maintain

the area outside of the fields. Mayor Holloway thanked her coming and sharing their concerns. Mayor Holloway stated that the current lease agreement is until October. She stated that we would welcome a meeting to sit down to revise that and to address any other concerns they have and that the Town may have moving forward. Mayor Holloway stated that the Town will be sending the Little League something to get this moving forward.

PRESENTATION OF PETITIONS AND CLAIMS

Sam Cooper addressed the Council and stated that he is a senior at Liberty University. He stated that he is here to ask to use a Town Police car in a short film he is creating for his senior thesis project. He stated that the short film will take place on Main Street in Port Republic on September 9, 2017. Town Manager Jeff Nicely asked if the Grottoes Police emblem on the side of the car would be visible while it was being filmed. Mr. Cooper stated that Sergeant Baugher suggested using his car because it is unmarked. Town Manager Jeff Nicely stated that the Town couldn't pay an officer for this so they would have to volunteer unless he compensated them for their time. He also stated that he would want to see the permission from VDOT to block the street before we allow our police car to block it. Mayor Holloway suggested that he notify the residents along Main Street in Port Republic that this is happening. Councilman Mark Sterling made a motion to approve the request to use an unmarked police cruiser and an off duty officer, not on Town time, and contingent on the VDOT permit. Once all is met Town Manager Jeff Nicely will grant permission. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Mark Sterling, David Raynes, Marjorie Funk, and Tim Leeth voted in favor of the motion, motion carried.

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