

**Town of Grottoes  
Workshop Meeting**

**CALL TO ORDER:** The Town of Grottoes Town Council held a workshop meeting on Tuesday, October 9, 2018, at 6:00 p.m., with Mayor Emily Holloway presiding.

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

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

Town Manager Nathan Garrison stated that there is a price difference for the card reader that was proposed and approved for the budget. He stated that once he researched it more, the actual cost is more than what was proposed and he wanted to bring that to the Council's attention to see if they still wanted to proceed. He stated that there is a one-time fee of \$2,000.00 to set up all the accounts and another one-time fee of \$125.00 for the card scanner. He stated that there is a monthly fee of \$250.00 for maintenance and support of the online payment. Town Manager Nathan Garrison stated that the Town of Elkton went to this system a few months ago and they are basically covering the expenses with the amount of people already using the system. He stated that all the fees should be included so everyone knows what they will be paying. Councilman Mark Keeler asked if we have to go with this system or can we shop around. Town Manager Nathan Garrison stated that this system interfaces with our accounting and general ledger systems. Councilman Joshua Bailey made the motion to go forward with purchase of the card reader system as presented. Councilman Tim Leeth seconded the motion. Council members Marjorie Funk, Tim Leeth, Mark Keeler, Joshua Bailey and David Raynes voted in favor of the motion, motion carried.

Town Manager Nathan Garrison stated that the code request from 700 A Dogwood Avenue to remove the wording "the second floor" pertaining to apartments being allowed in a B-1 zoning. He stated that currently apartments are permitted on the second floor as a conditional use in the B-1 zoning. Councilwoman Marjorie Funk stated that this concerns her because of appearance in a business district. Council discussed if a different zoning would benefit the property owners in that area. Mayor Holloway stated that we still have to consider what space we have available for businesses. Councilwoman Marjorie Funk made a

motion to deny the request for a code change for 700 A Dogwood Avenue. Councilman Mark Keeler seconded the motion. Council members Marjorie Funk, Tim Leeth, Mark Keeler, Joshua Bailey and David Raynes voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk made a motion to ask the Planning Commission to look at all zoning in the Town. Councilman Mark Keeler seconded the motion. Council members Marjorie Funk, Tim Leeth, Mark Keeler, Joshua Bailey and David Raynes voted in favor of the motion, motion carried.

Councilman Mark Keeler stated that the Planning Commission was asked to review the zoning along 6<sup>th</sup> Street which is currently zoned B-1. He stated that they have reviewed this and decided that the zoning along 6<sup>th</sup> Street should be changed to B-3 due to the amount of residential housing and small size of the available lots. Councilman Mark Keeler made a motion to set a Joint Public Hearing for November 13, 2018 at 7:00 pm to hear citizens' comments to change 6<sup>th</sup> Street zoning from B-1 to B-3. Councilwoman Marjorie Funk seconded the motion. Council members Marjorie Funk, Tim Leeth, Mark Keeler, Joshua Bailey and David Raynes voted in favor of the motion, motion carried.

Mayor Holloway informed the Council that Rebecca Holloway has missed three Planning Commission meetings and a joint public hearing. She stated that this is the point where we have to discuss this matter. Mayor Holloway stated that staff has not reached out to her to see what her intentions are and wanted to get Councils' suggestions on how to proceed. She stated that Rebecca has two years remaining on her term. Councilman Tim Leeth stated that he feels we need to speak with her to see what her intentions are. He stated that his biggest frustration about it is the communication or lack thereof. Councilman Mark Keeler stated that he will contact her. Mayor Holloway stated that she struggles with the expectations for Planning Commission when we don't have the same for Council.

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 Tuesday, October 9, 2018 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Joshua Bailey, Emily Holloway, Marjorie Funk, David Raynes, and Tim Leeth. Also present were Town Clerk Tara Morris, Attorney Burns Earle, Town Manager Nathan Garrison, Director of Public Works AJ Hummel, 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, Joshua Bailey, 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 September 2018. Councilman David Raynes seconded the motion. Council members Mark Keeler, Joshua Bailey, 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 October 9 10, 2018 and the remaining bills from September totaling \$87,637.71. Councilman David Raynes seconded the motion. Council members Mark Keeler, Joshua Bailey, Marjorie Funk, David Raynes, and Tim Leeth voted in favor of the motion, motion carried.

#### **ORDINANCE, HEALTH AND PROPERTY**

Councilman Mark Keeler stated the Council will be holding a Joint Public Hearing on Tuesday, November 13, 2018 to hear citizens' comments about rezoning 6<sup>th</sup> Street from B-1 to B-3.

#### **SPECIAL EVENTS**

Councilman Tim Leeth announced the senior citizens luncheon is this Saturday at the Fire Department at 12:00 pm. Also that evening the Grottoes United Methodist Church will be hosting a Community Pig Roast from 5:00 pm -7:00 pm.

Councilman Tim Leeth stated that on November 3<sup>rd</sup> the Fire Department will be having a Turkey and Ham dinner starting at 4:00 pm. He announced November 12<sup>th</sup> we will be having a Veteran's Day Ceremony at 11:00 am at the Town Hall.

Councilman Tim Leeth stated that November 6<sup>th</sup> is Election Day. He stated that we have three Council seats that need to be voted on along with the Mayor.

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