

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, January 13, 2014 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely and Police Chief John Painter.

Donna Miller addressed the Council and stated that three years ago we had a historical oak tree, known as the Stonewall Jackson Prayer Tree, located on her family's farm fall due to a severe wind storm. She stated that the tree was over 350 years old. She stated that the family was contacted by the Wood Turners located in Mt. Jackson to see if the family would donate the wood from the prayer tree so they could in turn give the tree a second life. She stated that she made a request on behalf of her family and by the encouragement of Charlie Stickley to the Wood Turners to design and make a gavel and plaque to be given to the Town of Grottoes. She stated that it is the hope of her family that the Town will display this historical piece for everyone to enjoy for many years. Mayor Berton Austin thanked Mrs. Miller for the gift and for her coming to present it.

Councilwoman Emily Holloway arrived at 7:03 pm.

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

FINANCE

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

Councilman John Funk made a motion to pay the bills as of January 13, 2014 and the remaining bills for the months of November and December 2013 for a total of \$271,268.86. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the additional \$549.95 of the electric bill for the year for the Grottoes Little League. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk stated that Nathan Miller has been selected by the Fellows of the Virginia Law Foundation as a member and selection is limited to one percent of the bar association. Councilman John Funk congratulated Mr. Miller.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion not to exceed \$1,620.00 for repairs to the cottage at Grand Caverns. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced that on Saturday, April 19, 2014 there will be a Town Easter Egg Hunt at Grand Caverns Park at 10:00 am.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilman John Funk made a motion to accept the 2014 Officers of the Grottoes Fire Department. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL ORDER OF BUSINESS

Councilman Mark Sterling made a motion to accept resolution 20140113 which reads:

Whereas, Jess E. Sager, supported the Town of Grottoes for many years while working as a Lieutenant for the Department of Game and Inland Fisheries and,

Whereas, Mr. Sager was directly involved with stocking our river with trout and implementing our first Kids Fish Day by providing all equipment needed, for free, to our community and,

Whereas, Mr. Sager later oversaw the planning, developing and construction of our current boat landing at no cost to the Town,

Be It Resolved, by the Grottoes Town Council of the Town of Grottoes, that Lieutenant Jess E. Sager, be recognized and commended for this service and efforts by designating our boat landing in Mountain View Park as

"Jess E. Sager's Landing"

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

Mayor Berton Austin presented the resolution to Mr. Sager's sister along with a copy of the request from Mr. Lawhorne.

UNFINISHED BUSINESS FROM PREVIOUS MEETING

Councilman Mark Keeler made a motion that we refer to the Planning Commission the subdivision plat Block 122 also known as the David Kirby property. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

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

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, February 10, 2014 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the January 13, 2014 Council meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to approve the Treasurer's report for the month of January 2014. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of February 10, 2014 and the remaining bills for the month of January 2014 for a total of \$231,078.11. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Mayor Berton Austin presented the annual donation to the Grottoes Fire Department and the Grottoes Rescue Squad and thanked them for all they do for the Town and the community.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler stated that he has the Planning Commission's recommendation regarding the Kirby plat but stated that we have someone here tonight to speak on the issue who has additional information that the Planning Commission was not aware of prior to making their recommendation. Mayor Austin asked Ms. Brunk to step forward. Ms. Lauren Brunk thanked the Council for letting her speak this evening and asked if the decision on her property could be tabled this evening based upon information she needs to give to the Planning Commission. She stated that she was not aware that she could attend a Planning Commission meeting and wants the opportunity to meet with them

before a final decision is reached. Councilman Mark Keeler made a motion to send the Kirby Plat (block 122) back to the Planning Commission along with the current information. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

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

SPECIAL EVENTS

Councilwoman Emily Holloway announced that the Grottoes Community Little League's opening day ceremony will be on Saturday, April 5th at 9:00 a.m.

Councilwoman Emily Holloway stated that we will be having an Easter Egg Hunt on Saturday, April 19th at Grand Caverns Park. Also the Grand Caverns 5K Race will be on April 25th at 5:45 p.m.

Councilwoman Emily Holloway stated looking ahead this year, that the Kid's Fish Day will held on Saturday, May 3rd starting at 9:00 a.m. and the community yard sale may be on May 17th.

PRESENTATION OF PETITIONS AND CLAIMS

Emily Morris addressed the Council stating that she is a student at Spotswood High School and she will be attending the Model General Assembly (MGA). She stated that this is where students go to observe and interact with how our government works. She stated that she attended last year and learned a lot and wants to go back this year. Emily Morris stated that it cost \$350.00 to send a student to MGA. She stated that each student has to solicit donations to be able to attend. Emily Morris stated that the Town graciously helped her get to MGA last year and she was hoping they would consider helping her again. Mayor Austin stated that in the past we have asked that the student come back and give the Council a quick presentation of what they learned and how their experience was. Emily Morris agreed to do that. Councilman John Funk made a motion to donate \$350.00 towards Emily Morris' trip to the MGA. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Mark

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

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

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, March 10, 2014 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the February 10, 2014 Council meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to approve the Treasurer's report for the month of February 2014. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of March 10, 2014 and the remaining bills for the month of February 2014 for a total of \$50,221.84. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

STREETS AND STREET LIGHTS

Councilman David Raynes made a motion to allocate an additional \$18,364.00 for the Culvert Rehabilitation Project. Councilwoman Marjorie Funk seconded the motion. Town Manager Jeff Nicely stated the reason for the increase is partially due to remobilization, shipping and travel expenses since we asked them to split the project. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to accept the pool staffing bid from the Waynesboro YMCA. He stated that the life guard rate increased slightly to \$13.00 per hour and the management rate stayed the same at \$25.00 per hour. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark

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

Councilman Mark Sterling made a motion to spend up to \$300.00 for materials to create a closet space for the library. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced that we have several upcoming events starting with the Grottoes Little League Opening Day which is April 5th. Then on April 19th, the Town of Grottoes will be hosting an Easter Egg Hunt at Grand Caverns Park. Also at Grand Caverns we will have the Grand Caverns 5K Race on April 25th. Councilwoman Emily Holloway announced that the Kid's Fish Day is scheduled for May 3rd at Mountain View Park and the Community Yard Sale is scheduled for May 17th.

PRESENTATION OF PETITIONS AND CLAIMS

Elizabeth Dellinger addressed the Council and stated that she is with the Shenandoah Valley Soil and Water Conservation District. She showed a power point presentation and explained all the services they provide. She thanked the Town for their past support and stated that she hopes the Town will continue supporting them. Mayor Berton Austin thanked her for coming and informed her that we do have the donation set in our budget for next year.

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

Councilman David Raynes called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, April 14, 2014 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, David Raynes, John Funk, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely and Police Sergeant Wes Baugher.

Councilwoman Marjorie Funk made a motion to approve the minutes from the March 10, 2014 Council meeting. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to approve the Treasurer's report for the month of March 2014. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of April 14, 2014 and the remaining bills for the month of March 2014 for a total of \$369,610.01. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler stated that the Planning Commission revisited block 122 (Kirby plat) and with the new information received from the property owner, the Planning Commission recommended to grant the utility easement for lot 3. Therefore, Councilman Mark Keeler made a motion to approve the utility easement for lot 3 in block 122. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Keeler made a motion to adopt the 2013 Central Shenandoah Valley All Hazards Mitigation Plan. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced that the Town is hosting an Easter Egg Hunt on Saturday, April 19th at 10:00 a.m. at Grand Caverns Park. Also at Grand Caverns Park on April 25th will be the Grand Caverns 5K Race at 5:30 p.m. She stated on May 3rd at Mountain View Park is Kids Fish Day and our Community Yard Sale is May 17th.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilman David Raynes made a motion to accept the changes to the personnel handbook. Councilman John Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to accept Shannon Clem's resignation from the Planning Commission. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman David Raynes made a motion to appoint Rebecca Holloway to the Planning Commission. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

With no other business to be discussed, Councilman David Raynes adjourned the meeting.

Mayor Berton Austin called the Town Council Public Hearing to order at 7:00 p.m. on Monday, May 12, 2014 and welcomed the citizens. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Emily Holloway, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Public Works Director Shannon Clem, and Police Chief John Painter.

Mayor Austin stated that the public hearing was to hear citizens' comments regarding the FY 2015 Annual Budget.

Town Manager Jeff Nicely stated that the total budget for FY 2015 is \$3,868,496.00, which is down 16.4% from the 2013-2014 budget. Town Manager Jeff Nicely stated that we are proposing a five cents cigarette tax increase which would raise the tax from fifteen cents per pack to twenty cents per pack. He also stated that the per 1000 rate on water and sewer would increase. Water would increase twenty-five cents per 1000 and sewer would increase fifty cents per 1000. Town Manager Jeff Nicely stated that we have proposed a two percent salary increase for the full-time employees and twenty-five cents per hour increase for part-time employees. Town Manager Jeff Nicely stated that we are purchasing a new police cruiser and will be replacing a water line on 4th Street. He also stated that we will be adding a heavy trash pick-up once a year and will have to look at replacing the pool liner in a few years.

No citizen comments were made.

No Council comments were made.

With no further comments Mayor Berton Austin adjourned the public hearing.

Mayor Austin called the regular Council meeting to order.

Councilwoman Marjorie Funk made a motion to approve the minutes from the April 2014 meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to accept the Treasurer's Report for the month of April, 2014. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of May 12, 2014 and the remaining bills for the month of April totaling \$123,197.50. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Emily Holloway mentioned that the Easter Egg Hunt at Grand Caverns was a huge success and thanked the Lettie Stickley and her staff for creating such a great event for the community.

Councilwoman Emily Holloway announced that the Town will be having the community yard sale on Saturday, May 17, 2014 and on June 6, 2014 we will have a movie night in the park. She stated that Heritage Day is Saturday, June 7, 2014 with day events starting at 10:00 am and the candle light tour and ball starting at 6:00 p.m.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilman John Funk made a motion to accept the VRS Members Contribution resolution. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Marjorie Funk made a motion to accept the mutual aid agreement with the Augusta County Sheriff's Department. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

PRESENTATION AND PETITIONS AND CLAIMS

Emily Morris stated that she was here tonight to thank the Mayor and Council for the opportunity to attend the Model General Assembly. She stated that her trip was from March 27-29, 2014 and she served on the Escort Committee and Education Committee. She stated that the bill they presented was to

eliminate summer homework, which did not pass. She stated that she also helped defeat the Common Core bill. Emily stated that she really enjoyed her experiences at the Model General Assembly and thanked the Council again for providing her the opportunity.

Ms. Jackie Dunsmore addressed the Council and stated that she is the school counselor at South River Elementary School. She stated that she was here tonight on behalf of the elementary school to thank the Grottoes Town Council for their support to the children and families of Grottoes. She stated that she wanted to thank Chief Painter for the daily presence and availability of the Grottoes Police Department when they are needed. They are thankful for the Town's parks to provide healthy recreation for the children including the softball and baseball league. She stated that the Town offers safe sidewalks for the kids to walk and ride their bikes. Ms. Dunsmore complimented the Town on the Town Hall building which also houses a branch of the Massanutten Regional Library. She stated that she wanted to thank the Town for the events that they hold, such as the movie nights in the park; they help to keep the community strong. She stated that it is important that the Town and the school partner together to provide the best for the families in this community. Ms. Dunsmore thanked the Council again for their time. Mayor Austin thanked Ms. Dunsmore for coming and sharing with us.

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

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, June 9, 2014 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Mark Sterling, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Public Works Director Shannon Clem and Police Chief John Painter.

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

FINANCE

Councilman John Funk made a motion to approve the Treasurer's report for the month of May 2014. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of June 9, 2014 and the remaining bills for the month of May 2014 for a total of \$117,566.58. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the FY 2015 annual budget as presented. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler made a motion to table the subdivision request from Max Realty until we can get more information. Councilman David Raynes seconded the motion. Councilwoman Marjorie Funk stated that she felt the property owners should be made aware of what the request is before the Council proceeds. Town Manager Jeff Nicely stated that he did talk with the property owner and that she knew about it but does not support it. Council members Mark Keeler, Mark Sterling, Emily Holloway and David Raynes voted in favor of the motion.

Council members John Funk and Marjorie Funk voted against the motion, motion carried 4-2.

Councilman Mark Keeler made a motion to approve the subdivision request submitted by Janice Swanson. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling stated that we are still having some problems with the Little League and asked the Council to come up with some suggestions on how to resolve them.

SPECIAL EVENTS

Councilwoman Emily Holloway commented on the movie night in the park. She stated that there were a lot of people that attended the event and thanked the Town staff for all their work.

Councilwoman Emily Holloway stated that the Heritage Day event was a huge success. She stated that it was nice walking through and seeing all the demonstrations. She thanked Lettie Stickley and the staff at Grand Caverns for their hard work.

SPECIAL ORDER OF BUSINESS

Mayor Austin asked Councilman Mark Sterling to make the Council more aware of the Little League situation. Councilman Mark Sterling stated that last year we had problems with the little League allowing travel teams to practice or play. He said that seems to be better this year but now they are not keeping the maintenance up on the fields. He stated that he spent most of the day Friday weed eating the fields because of a tournament that was going to be held over the weekend. He stated that Saturday while he was there to watch his daughter play he had to continuously dump the trash and stock the bathrooms. Councilman Mark Sterling stated that his concern about this is that the teams that are coming in see these fields as a direct reflection on the Town and not that the Little League has let it go. Councilman Mark Sterling asked the Council to try to come up with some suggestions as he feels this is a direct reflection on the Town.

PRESENTATION AND PETITIONS AND CLAIMS

Councilman Mark Sterling stated that he has received a call from Jo Plaster complaining about her neighbor's property and all the stuff that is lying around. Councilman David Raynes asked Chief Painter if he had ever sent the homeowner a letter since this property has been discussed before. Chief Painter replied that he has not sent a notice but he has spoken with the homeowner and the homeowner began the clean-up process but has since stopped. Town Manager Jeff Nicely stated that he has spoken with the property owner and was told that he is in the process of cleaning the property up and will be moving.

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

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, July 14, 2014 and welcomed guests. Town Treasurer Rhonda Danner called the roll. Members present were Mark Keeler, Mark Sterling, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Treasurer Rhonda Danner, Town Attorney Nathan Miller, 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, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk announced the first reading to amend Chapter A171-2 (Miscellaneous Fees) item (A) mowing fees. Councilman John Funk stated that this is to raise the mowing fees to \$100.00 per hour with a minimum of \$100.00. He stated this is when the Town has to mow someone's property because they don't.

WATER AND SEWER

Councilwoman Marjorie Funk made a motion to accept the quote from The Power Connections in the amount of \$3,590.00. She stated that this includes all the connections needed for the generator and training for town personnel. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Mr. Curry addressed the Council stating that he is looking to purchase the Strother's property on Eastside Highway. He stated that the property does not have any sewer on it but it does have Town water. Mr. Curry is asking to run the sewer line down to the property and connect to the Town of Grottoes sewer system. He stated that he would have to run the line about 500 feet in order to connect to the Town system. Mayor Austin stated that since this property is outside the Town limits and in Augusta County the Town would have to have written permission from them before this could be considered. Mr. Curry stated that Augusta County told him that they didn't have a sewer line in the area and that he would need to come to the Town of Grottoes. Councilman John Funk said to bring them a paper from Augusta

County that says its ok. Councilman Funk stated that the document would help the Town consider the request but can't say for sure that the Town will do it. Councilwoman Marjorie Funk made a motion to table the sewer request. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler stated that he wanted to call Council's attention to the staff report presented by Town Manager Jeff Nicely for the Justis special use permit. Councilman Mark Keeler made a motion to approve the special use permit as outlined by Mr. Justis. Councilman John Funk seconded the motion. Mr. Jim Justis addressed the Council and stated that he has one minor change to the size of the building. He stated that he is adding four feet to the length of the building so the building size would be 12x24 rather than 12x20. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

UNFINISHED BUSINESS FROM PREVIOUS MEETING

John Bowman stated that he has presented a new plat per the Council's request. He stated that this outlines all the utility lines that are in the area. He stated that this would eliminate the need to use the easement of the unknown owner off of Augusta Avenue. Mr. Bowman stated that he would be willing to answer any questions that the Council may have. Mayor Austin asked for a motion so the Council can discuss the new plat. Councilman John Funk made a motion that the application be denied. Councilman David Raynes seconded the motion. Mayor Austin asked Counsel about the proposed easement. Town Attorney, Mr. Miller, stated that since the property has no road frontage the property would still need a variance. Mr. Bowman stated that that was exactly what the Planning Commission had told him. He stated that before he could get the variance he needed to get the property subdivided. Council members Mark Keeler, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

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

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, August 11, 2014 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Emily Holloway, Mark Sterling, Berton Austin, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Public Works Director Shannon Clem, and Police Chief John Painter.

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

FINANCE

Councilman John Funk made a motion to approve the treasurer's reports for the months of June, 2014 and July, 2014. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of August 11, 2014 and the remaining bills from June and July totaling \$340,548.80. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk read the second reading to amend Chapter A171-2 (Miscellaneous Fees) Item (A) Mowing Fees. He stated that this will increase the fees to \$100.00 per hour with a minimum of \$100.00.

Councilman John Funk made a motion to accept the amendment to Chapter A171-2. Councilwoman Marjorie Funk seconded the motion. M. Keeler; yes, E. Holloway; yes, M. Sterling; yes, J. Funk; yes, D. Raynes; yes, and M. Funk; yes, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler called Council's attention to the staff report as to the closure of 2nd Street. He stated that the fire department is requesting that a portion of 2nd Street be closed to allow for them to build an accessory building.

Councilman Keeler stated that the fire department came to the Planning Commission meeting and the Planning Commission is recommending honoring their request. Councilman Keeler made a motion to close 2nd Street from Birch Avenue to Kellow Avenue. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Keeler stated that the Planning Commission is recommending to Council to support a request for special use permit for a family day home. Councilman Keeler made a motion to support the request. Councilman David Raynes seconded the motion. Councilman Mark Keeler amended his motion to set the public hearing for the September 8, 2014 Council meeting. Councilman David Raynes accepted the amendment. Council members Mark Keeler, Emily Holloway, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

STREETS AND STREET LIGHTS

Councilman David Raynes made a motion to accept the John Shifflett Tree Service quote for \$650.00 to remove a tree from Forest Avenue. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to accept the request from the Bluegrass in Grottoes Group to use the community room on Thursday nights. Councilman David Raynes seconded the motion. Town Manager Jeff Nicely stated that the group has to move from their current location because it was sold. Jeff stated that they take up a donation each week to help offset some expenses and will continue to do that if the Town wanted. He stated that they will clean up after themselves. Councilman John Funk stated that he feels we should have them continue to collect donations and clean up after themselves and as long as there are no problems, leave it that way. Mayor Austin asked if the police department would be able to lock the building up. Police Chief John Painter stated it shouldn't be a problem. Council members Mark Keeler, Emily Holloway, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling asked to discuss the request for support and the use of Shifflett Field by the RCBL Grottoes Cardinals. Mayor Austin stated that Mr. Josh Lutz is here representing the Little League. He stated that we have an agreement with the Grottoes Little League which will have to change since the Town will have to take Shifflett Field back for the use of the RCBL. Town Attorney Nathan Miller stated that the Town Manager should meet with the Little League and the RCBL to work out the details. Town Manager Jeff Nicely stated that Jeremy Washington, the General Manager for the Grottoes Cardinals, is here tonight. Jeremy Washington stated that they are still pending an RCBL vote to get into the league which is on September 8th. He stated there are eight teams in the RCBL League and the change to nine is going to create some scheduling issues. He stated that in the meantime he has started soliciting area businesses to help fund this team. He stated that he has 12 committed sponsors to cover the first 12 games. Jeremy stated that he is asking the Town for some startup money to purchase uniforms for the players and when that money is paid back he can use it towards field expenses. Jeremy stated that he is working on donating grading for the field and any donations he can get. After the discussion, Mayor Austin stated that we need to include in the motion that before any money changes hands we must have a written plan from the Grottoes Cardinals negotiated with the Town Manager explaining who is taking care of what and what will be done. Mayor Austin stated that the Town will commit to a minimum of \$1000.00 and payment of the light bill pending the written plan, pending the approval from RCBL, and pending contract negotiations between the Little League, the Town Manager and the Town Attorney. Councilman Mark Sterling replied so moved. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Sterling made a motion to accept the quote from Lesley R. Curry Heating in the amount of \$5,536.00 for a new heat pump for the maintenance department. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway stated that Grand Caverns is looking to do a family campout and movie night in the park. She stated that the fee would be \$10.00 per family mainly to cover

the cost of food. She stated there will be some crafts and activities for the kids. Councilwoman Emily Holloway made a motion to approve the campout and movie night at Grand Caverns for May 16, 2015. Councilman Mark Keeler seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilwoman Emily Holloway announced that movie night in the park is scheduled for August 22nd and the featured movie is RIO 2. She stated that the bluegrass festival is September 4th - 6th. The Community yard sale is September 13th which is also the 340 crawl so we are hoping this will draw more people to Town. Emily stated that the Harvest Festival is scheduled for September 20th and the Grand Caverns 5K is scheduled for September 26th.

UNFINISHED BUSINESS OF PREVIOUS MEETING

Mayor Austin asked if we have heard anything on the sewer connection request for Eastside Highway. Town Manager Jeff Nicely replied we have not. Councilman John Funk stated that maybe we should look at this if Mr. Curry can get the approval from Augusta County.

PRESENTATION OF PETITIONS AND CLAIMS

Rita Lambert addressed the Council and stated that she is very proud to live in Grottoes. She has lived here since 1998 and she has been very pleased. She stated that her reason for coming to the Council is because some of the properties in Town look like garbage dumps. She stated that it is upsetting when you put a lot of time and money in your home and someone moves in next door and creates a mess. She stated that you don't want to upset your neighbor so you don't say anything. She said she is very fortunate that her neighbors keep their properties nice but feels this is happening more and more throughout the Town. She stated that she would like the homeowners to blow their grass cuttings back into their yards verses blowing them into the streets. Mrs. Lambert stated that she believes it is the Town's responsibility to help us by setting guidelines. She said that we have a junk car ordinance that has been enforced effectively. She suggested that we have an ordinance that says we have to keep our yards and house within specific guidelines and either include or have a separate ordinance regarding grass cuttings. This will give our Town officials permission to politely help our neighbors maintain their homes appropriately.

Ms. Lambert stated that she would appreciate a discussion on this subject and some feedback on how we can make this happen. Mayor Austin stated that ordinances are sent to the Council by the Planning Commission. He also stated that the Planning Commission is also working on the Comprehensive Plan. Mayor Austin stated that he didn't know if we could come up with an ordinance to cover all her concerns but did suggest that this concern be sent to the Planning Commission and have them review the ordinance we have in place to see if it needs to be amended. Mayor Austin stated that Councilman Keeler is also a member of the Planning Commission so he would be willing to take her concerns to their meeting. He asked Ms. Lambert to check with Mrs. Morris for the date of the next Planning Commission meeting.

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

The Grottoes Town Council and the Grottoes Planning Commission held a joint public hearing on Tuesday, September 2, 2014, beginning at 7:00 p.m., with Councilman David Raynes presiding.

Council Members Present were: David Raynes, John Funk, Mark Keeler, Marjorie Funk, and Emily Holloway.

Town Council Members Absent were: Mayor Berton Austin and Mark Sterling.

Planning Commission Members Present were: Mark Keeler, Jen Smith, Steve Morris, Justin Neitzey and Rebecca Holloway.

Planning Commission Members Absent were: Brain Robertson.

Other Town Officials Present were: Town Clerk Tara Morris and Town Manager Jeff Nicely.

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

Councilman David Raynes called the joint public hearing to order and welcomed guests. He stated that the reason for the hearing is to hear citizen comments on a request from James and Sue Justis to operate a Private Art Studio with private to semi-private art classes in an R-1 zoning located at 112 Park Avenue.

Councilman David Raynes 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 on the request.

Councilman David Raynes turned the meeting over to the Planning Commission.

Commission Member Mark Keeler asked the Commissioners if they had any questions or if they were ready to make a recommendation.

Commission Member Mark Keeler made a motion to recommend approval for the special use permit. Commission Member Justin Neitzey seconded the motion. Commission Members Mark Keeler, Jen Smith, Justin Neitzey, Steve Morris, and Rebecca Holloway voted in favor of the motion, motion carried.

Commission Member Mark Keeler turned the meeting back over to Councilman Raynes.

Councilman David Raynes stated that the Planning Commission has made a recommendation and asked if the Council has any additional comments. No comments were made.

Councilman David Raynes adjourned the joint public hearing.

The Grottoes Town Council and the Grottoes Planning Commission held a joint public hearing on Monday, September 8, 2014, beginning at 7:00 p.m., with Mayor Berton Austin presiding.

Council Members Present were: Mark Keeler, Mark Sterling, Emily Holloway, Berton Austin, John Funk, David Raynes, and Marjorie Funk.

Planning Commission Members Present were: Mark Keeler, Jen Smith, Justin Neitzey and Brian Robertson.

Planning Commission Members Absent were: Steve Morris, Rebecca Holloway and Jim Justis.

Other Town Officials Present were: Administrative Assistant Christa Hall, Town Attorney Nathan Miller, Town Manager Jeff Nicely, and Police Chief John Painter.

Administrative Assistant Christa Hall determined that a quorum was present for the Town Council and the Planning Commission.

Mayor Berton Austin called the joint public hearing to order and welcomed guests. He stated that the reason for the hearing is to hear citizen comments on a request from Beatriz Rodriguez to operate a Family Day Home in an R-2 zoning located at 705 19th Street.

Ms. Beatriz Rodriguez stated that she wants to operate a family day care for children in her home. She stated that she has filed all the paperwork with social services and needs to get home approval to be able to keep over 5 children per the state regulations. She said that she may hire one person to assist her. She stated that she is trained in first aid and wants to make sure she is doing this right.

Mayor Berton Austin turned the meeting over to the Planning Commission.

Commission Member Mark Keeler asked the Commissioners if they had any questions or if they were ready to make a recommendation.

Commission Member Mark Keeler made a motion to recommend approval for the special use permit. Commission Member Jen Smith seconded the motion. Commission Members Mark Keeler, Jen Smith, Justin Neitzey, and Brian Robertson voted in favor of the motion, motion carried.

Commission Member Mark Keeler turned the meeting back over to the Mayor.

Mayor Berton Austin stated that the Planning Commission has made a recommendation and asked if the Council has any additional comments. No comments were made.

Mayor Austin adjourned the joint public hearing and called the regular meeting of the Grottoes Town Council to order.

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

Councilman John Funk made a motion to approve the treasurer's report for the month of September 2014. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of September 8, 2014 and the remaining bills for the month of August 2014 totaling \$421,779.34. Councilman David Raynes seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler made a motion to approve the Special Use Permit for Jim and Sue Justis at 112 Park Avenue for the use of a private art studio. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman Mark Keeler made a motion to approve the Special Use Permit for Beatriz Rodriguez at 705 19th Street for the use of a family day home. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced the community yard sale will be held on Saturday, September 13th along with the 340 Crawl. She stated that the Harvest Festival will be held on Saturday, September 20th and the Grand Caverns 5K Race on Friday, September 26th.

Councilwoman Emily Holloway stated that the senior citizen lunch is scheduled for October 11th and asked Council to help serve the meal again this year. She stated that the menu has not been finalized and we will not have entertainment after the meal.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilwoman Marjorie Funk made a motion to accept the quote from Edge ITM for a new computer for the patrol office. Councilman David Raynes seconded the motion. Town Manager Jeff Nicely stated that this is a budgeted item. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

UNFINISHED BUSINESS OF PREVIOUS MEETING

Town Manager Jeff Nicely informed the Council that Mr. Curry still wants to pursue the sewer line. He is talking with Augusta County and VDOT to see what all he needs to do and then he may be back to Council in October. Councilwoman Marjorie Funk made a motion to table the request until the next meeting. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

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

Mayor Berton Austin called the Town Council Public Hearing to order at 7:00 p.m. on Tuesday, October 14, 2014 and welcomed the citizens. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Emily Holloway, John Funk, David Raynes, and Marjorie Funk. Also present were Town Clerk Tara Morris, Attorney Burns Earle, Town Manager Jeff Nicely, Public Works Director Shannon Clem, and Police Chief John Painter.

Mayor Austin stated that the public hearing is being held to hear citizens' comments regarding leasing the old police station to Mr. Mark Harding.

Mr. Mark Harding addressed the Council and stated that he owns Golden Rule Services and wants to rent the old police station for space to park some of his larger trucks. He stated that he expanded his business and in doing so he had to purchase some bigger equipment and he is running out of room at his current location.

No Council comments were made.

With no further comments Mayor Berton Austin adjourned the public hearing.

Mayor Austin called the regular Council meeting to order.

Councilwoman Marjorie Funk made a motion to approve the minutes from the September 2014 meeting. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to accept the Treasurer's Report for the month of September 2014. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of October 14, 2014 and the remaining bills for the month of September totaling \$258,445.93. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEALTH AND PROPERTY

Councilman Mark Keeler made a motion to lease the old police station to Mr. Mark Harding. This will be a one-year lease with an option to renew. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Town Manager Jeff Nicely stated that the Grottoes Cardinals asked to use the Town Hall for their monthly board meetings. Councilwoman Emily Holloway made a motion to allow the Grottoes Cardinals to use the Town Hall for their monthly meetings. Councilwoman Marjorie Funk seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway thanked Council and staff members for helping with the senior citizens luncheon. She stated that everyone seemed to enjoy the meal and fellowship.

Councilwoman Emily Holloway announced that the Grottoes Christmas Parade will be on Sunday, December 7, 2014 at 5:30 pm. She stated that line-up will start at 4:30 pm behind the Town Hall and asked Council to participate in the parade.

Councilwoman Emily Holloway stated that we have a request from Grand Caverns to have a free community pool party on June 6, 2015. Councilwoman Emily Holloway made a motion to grant the request so staff can plan for the pool party. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, David Raynes, John Funk, and Marjorie Funk voted in favor of the motion, motion carried.

PERSONNEL, FIRE AND POLICE PROTECTION

Public Works Director Shannon Clem informed the Council that the generator was tested on October 2nd and that everything hooked up good and ran great.

Town Manager Jeff Nicely updated the Council on Dr. Nick Swartz. He stated that he has tried to contact him several times via email and phone and has not heard back from him. Jeff stated

that he does not know where Dr. Swartz is with the completion of the comprehensive plan.

Town Manager Jeff Nicely stated that the Bluegrass group that is using the building on Thursday nights has turned in \$120.00 in collections for the month.

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

Mayor Berton Austin called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, November 10, 2014 and welcomed guests. Town Clerk Tara Morris called the roll. Members present were Mark Keeler, Emily Holloway, Mark Sterling, Berton Austin, and David Raynes. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Public Works Director Shannon Clem, and Police Chief John Painter.

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

Mayor Austin informed the Council that with the Audit in process the treasurer's report and bills to be paid will be discussed next month.

STREETS AND STREET LIGHTS

Councilman David Raynes made a motion to accept the quote from Manning Brothers for \$1,400.00 to remove a tree and stumps along 6th Street. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, and David Raynes voted in favor of the motion, motion carried.

Councilman David Raynes made a motion to accept the quote from Herrings Concrete in the amount of \$4,500.00 to repair the bridge on 9th Street. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, and David Raynes voted in favor of the motion, motion carried.

PARKS, RECREATION AND PUBLIC FACILITIES

Councilman Mark Sterling made a motion to accept the quote from Edge ITM for \$1,125.98 for a new computer at Grand Caverns. Councilman David Raynes seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, and David Raynes voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway announced that the Caroling in the Caverns will be on Saturday, December 6, 2014 from 6:00-8:00

p.m. and the Christmas Parade is Sunday, December 7th at 5:30 pm. Line-up will start at 4:30 behind the Town Hall. Council Members will be walking in the parade and end at the fire department with cookies and hot chocolate.

Councilwoman Emily Holloway stated that the home decorating contest will be judged on Monday, December 15th starting at 7:00 p.m.

PERSONNEL, FIRE AND POLICE PROTECTION

Councilman Mark Keeler made a motion to reappoint Jen Smith to the Planning Commission. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Emily Holloway, Mark Sterling, and David Raynes voted in favor of the motion, motion carried.

SPECIAL ORDER OF BUSINESS

Beth Raynes addressed the Council and thanked them for having the Junior Girl Scout Troop here tonight. She stated that they are here tonight to ask that Council present some of the girls with their Bronze Awards. Mrs. Raynes stated that the Bronze award is the highest award that a junior can earn but in order to earn this they have to put 25 hours into a project from start to finish. She stated that their project was the flower beds around the welcome to Grottoes signs which they planted and took turns watering and weeding and now their project is done. Mrs. Raynes asked the Council to recognize Olivia Crawford, Jessica Simmons, Aliah Randolph, Abby Claytor, Hannah Rue, and Chloe Shifflett who could not be here tonight. At this time the Town Council members pinned the girls with their Bronze Awards. Mrs. Raynes thanked the Council for helping with this award and stated that they have refreshments for everyone following the meeting. Mayor Berton Austin thanked Mrs. Raynes and the girl scouts for all that they do for the Town of Grottoes.

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

Councilman David Raynes called the Meeting of the Grottoes Town Council to order at 7:00 p.m. on Monday, December 8, 2014 and welcomed guests. Administrative Assistant Christa Hall called the roll. Members present were Mark Sterling, Emily Holloway, David Raynes, John Funk, and Marjorie Funk. Also present were Administrative Assistant Christa Hall, Town Attorney Nathan Miller, Town Manager Jeff Nicely, Public Works Director Shannon Clem, and Police Chief John Painter.

Councilwoman Marjorie Funk made a motion to approve the minutes from the November 10, 2014 Council meeting. Councilwoman Emily Holloway seconded the motion. Council members Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

FINANCE

Councilman John Funk made a motion to accept the Treasurer's report for the months of October and November 2014. Councilwoman Marjorie Funk seconded the motion. Council members Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to pay the bills as of December 8, 2014 and the remaining bills for the months of October and November 2014 totaling \$508,209.93. Councilman David Raynes seconded the motion. Council members Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to upgrade the system software for the office at a cost of \$3,500.00 divided over all accounts. Councilman Mark Sterling seconded the motion. Councilman Mark Sterling asked if the computers we had will operate the system. Town Manager Jeff Nicely stated that we have checked with Edge ITM and everything we have is compatible. Council members Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to add four hours of holiday time for Christmas Eve. He stated this would give them the day off instead of a half day. Councilman David Raynes asked if this included the police department. Councilman John Funk stated they would receive four hours too. Councilwoman Marjorie Funk seconded the motion. Council members Mark Sterling, Emily

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

WATER AND SEWER

Councilwoman Marjorie Funk stated that Shannon Clem, Public Works Director, has asked to change trash collection days from Wednesday and Thursday to Monday and Tuesday. She stated that if we make this change, it would not be changed until February. Councilwoman Marjorie Funk made a motion to change trash pick-up to Monday and Tuesday starting February 2015. Councilwoman Emily Holloway seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

ORDINANCE, HEATH AND PROPERTY

Councilman John Funk announced the first reading to amend Chapter 160 Water and Sewer.

Councilman John Funk made a motion to accept the Grottoes Annex and the Rockingham County Emergency Operations Plan. Councilman Mark Sterling seconded the motion. Council members Mark Keeler, Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

Councilman John Funk made a motion to approve the resolution to establish times of the regular meetings for 2015 and for the organizational meeting for 2016. Councilman Mark Sterling seconded the motion. Council members Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

SPECIAL EVENTS

Councilwoman Emily Holloway shared with the Council that we have received some thank you notes from senior citizens thanking the Town for the meal at their annual luncheon.

Councilwoman Emily Holloway stated that despite the rainy weather, there were still over 400 people that attended the Caroling in the Caverns. She stated that the parade had more entries this year and that there were more people out watching the parade. Councilwoman Emily Holloway stated that both events were successful again this year and thanked everyone who helped out.

Councilwoman Emily Holloway stated that the home decorating contest will be judged on Monday, December 15th starting at 7:00 pm.

Town Manager Jeff Nicely stated that we have been discussing having more events around Town for our citizens to enjoy. He said one idea was with the Southern Grace Gospel Band, which is a local band, to have a Christmas Dinner Show. He stated that this would be a Town event that we would sponsor and we would work with the fire department for the location and meal. He stated this would be a fundraiser for the fire department. He stated the reason they are bringing it up now is that if we decide to do this we can include this on the events brochure that needs to go to the printer next week. Councilman Mark Sterling stated that he would also like to have a tree lighting ceremony for the tree that was planted in Memory of Gene Harris. Councilwoman Emily Holloway made a motion to move forward and plan the Christmas Dinner Show at the Fire Department. Councilman Mark Sterling seconded the motion. Council members Mark Sterling, Emily Holloway, John Funk, David Raynes, and Marjorie Funk voted in favor of the motion, motion carried.

PERSONNEL, FIRE AND POLICE PROTECTION

Chief Painter stated that his report has a mathematical error on it and he will have that corrected for the next meeting.

Marjorie Funk stated that she wanted to thank Shannon and his crew for the new wall which has created an organized closet for the library.

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

