

Mayor Holloway called the Public Hearing for Monday, May 11, 2020 to order at 7:00 pm. Mayor Holloway stated that due to the Covid-19 the Town of Grottoes is meeting electronically pursuant to section 2.2-3708 of the Code of Virginia. Town Clerk Tara Morris called the roll. Members present were Tim Leeth, Jo Plaster, Joshua Bailey, C.W. Stephenson, with Mayor Holloway presiding. Councilman Mark Keeler teleconferenced into the meeting. Other members present were Town Clerk Tara Morris, Town Attorney Nathan Miller, Town Manager Nathan Garrison, Public Works Director AJ Hummel, Parks and Recreation Director Ashley Collier, Town Treasurer Rhonda Danner and Police Chief Thomas James.

Mayor Holloway stated that the public hearing is being held to hear comments regarding a budget amendment for the fiscal year 2020. Mayor Holloway asked for a staff report.

Town Manager Nathan Garrison stated that the adopted budget for FY2020 totaled \$3,021,461.76 for daily operations. He said that with the purchase of two police cars, the pool renovations at Grand Caverns and the decreased revenue at Grand Caverns due to Covid-19 we need to increase the expenditures to \$3,251,858.78. He stated that is an increase of \$230,397.02 that will need to be approved for the FY20 budget to balance. Town Manager Nathan Garrison stated that he has not received any citizens comments regarding the budget amendment. Mayor Holloway asked if the Council had any comments. No comments were made.

Mayor Holloway adjourned the public hearing.

Mayor Holloway called the FY21 public hearing to order. She stated that this public hearing is being held to hear comments regarding the FY21 proposed annual budget. Mayor Holloway asked for a staff report.

Town Manager Nathan Garrison stated that the proposed FY21 budget includes a 3% raise to all full-time employees and continued paid health insurance. He stated that it includes the purchase of a new police cruiser and increased funding for police public awareness. Town Manager Nathan Garrison stated that other capital projects include the purchase of an excavator, a new utility truck, and a UTV for our maintenance department. He stated those purchases would be split between the departments. He said that we will continue with street paving for high priority streets and concrete repair work for needed sidewalks. Town Manager Nathan Garrison stated that we will see

a significant decrease in revenues at Grand Caverns due to the Covid-19 Pandemic so most of their projects have been put on hold. Town Manager Nathan Garrison stated that there are no proposed increases in Town Taxes for real estate, personal property, meals tax or cigarette taxes. He stated that it does include an increase in donation to the Grottoes Fire Department, Grottoes Rescue Squad, and the Grottoes Cardinals. Town Manager Nathan Garrison stated that there is a proposed increase in the residential water and sewer connection fees. He stated that the fee would increase to \$3,500.00 per connection of each service from \$3,000.00 per connection of each service. He stated that the park has cut back to due to revenue loss from being shut down. Town Manager Nathan Garrison stated that the total balanced budget for the Town is \$3,013,894.76 and asked if anyone had any questions. He stated that he has not received any phones calls or emails regarding the proposed budget.

Councilman Joshua Bailey asked that we take all capital projects out of the budget and revisit them later once we know how this pandemic will affect the Town. Town Manager Nathan Garrison said that he had left them in but has no intention on making those purchases. Councilman Joshua Bailey said that we can amend the budget at any time and can approve a purchase of these items if the money is available, but he would like to see them taken out for now. Councilman C.W. Stephenson said that other localities are furloughing staff and department heads are having to take a cut in pay. He said that he feels right now the Town is in good financial shape and would not want to see us make these purchases and then not be able to pay our staff.

Mayor Holloway adjourned the public hearing.

Mayor Holloway called the Town Council meeting to order.

Councilman Tim Leeth made a motion to approve the minutes from the April 6, 2020 and April 13, 2020 Council meetings. Councilman C.W. Stephenson seconded the motion. Town Clerk Tara Morris took a roll call vote: T. Leeth; Yea, M. Keeler; Yea, J. Plaster; Yea, J. Bailey; Yea, C. Stephenson; Yea, motion carried.

Councilman Joshua Bailey made a motion to approve the Treasurer's report for the month of April 2020. Councilman C.W. Stephenson seconded the motion. Town Clerk Tara Morris took a roll call vote: T. Leeth; Yea, M. Keeler; Yea, J. Plaster; Yea, J. Bailey; Yea, C. Stephenson; Yea, motion carried.

Councilman Joshua Bailey made a motion to approve the bills to be paid as of May 11, 2020 and the remaining bills for April totaling \$141,397.64. Councilman Tim Leeth seconded the motion. Town Clerk Tara Morris took a roll call vote: T. Leeth; Yea, M. Keeler; Yea, J. Plaster; Yea, J. Bailey; Yea, C. Stephenson; Yea, motion carried.

Mayor Holloway said next on the agenda is further discussion of the amendment to FY20 budget and asked if anyone had any questions or comments.

Mayor Holloway asked for discussion on the FY21 proposed budget. Councilman Joshua Bailey made a motion to remove all capital expenditures out of the budget and place that money in savings for now. Councilman C.W. Stephenson seconded the motion. Councilman Mark Keeler stated that he wanted to clarify that these we support the capital projects from the plans we approved and that we will keep department heads advised of when these items can be purchased. Councilman Joshua Bailey stated that he does not remember the plans being approved, he remembers them being presented and now they are listed in the budget. He said personally he does not agree with the plans because he feels its more of a wish list than a strategic plan. Town Clerk Tara Morris took a roll call vote: T. Leeth; Yea, M. Keeler; Yea, J. Plaster; Yea, J. Bailey; Yea, C. Stephenson; Yea, motion carried.

Mayor Holloway stated that Covid-19 is the next item for discussion. She stated at the last meeting we cancelled all events up until today and since nothing has changed, we need to decide on the Memorial Day Ceremony and the Street Dance. Councilman Tim Leeth made a motion to cancel all events through June 8, 2020 as described on the event card. Councilman C.W. Stephenson seconded the motion. Town Clerk Tara Morris took a roll call vote: T. Leeth; Yea, M. Keeler; Yea, J. Plaster; Yea, J. Bailey; Yea, C. Stephenson; Yea, motion carried.

Mayor Holloway stated that now we can discuss what we would like to do for Memorial Day since our Ceremony does not meet the phase 1 criteria. Councilwoman Jo Plaster stated that she liked the idea from Councilman Joshua Bailey on placing American flags throughout the front lawn. She stated that she had someone bring up the idea of having a parade that included Fire, Rescue and Police to flash through Town. She said that we have others like our graduating seniors that needs to be recognized and did not know since we were running out of time if we wanted to try to combine the two into one event. Councilwoman Jo Plaster stated

that she did get some prices for yard signs and banners and has provided everyone that information. Mayor Holloway said that she would like to see these events be separated so that we can recognize each their own tribute. Councilman C.W. Stephenson said that he realizes that when we say the class of 2020, we are thinking of the high school graduates, but he said we have college graduates, kindergarten graduates, elementary and middle schooler moving to new schools. He said that he would like to see a large banner that congratulates all the graduates on all levels. Councilwoman Jo Plaster likes that idea too. She said if we want to go the route offering the senior yard signs or banners, we have a short window to turn this around. Councilman Joshua Bailey asked if all 56 seniors lived in the Town and Councilwoman Jo Plaster replied 29 live in Town. Councilman Joshua Bailey said that if the Town is going to pay for these banners than it should be for Town residents. He stated that we could offer the surrounding area to purchase these at their cost. Councilman Joshua Bailey stated that if he can legally do it, he will donate his June Council check to help purchase these signs for Town residents. Councilman Mark Keeler, Tim Leeth, Jo Plaster C.W. Stephenson, and Mayor Holloway all stated that they would too. Councilwoman Jo Plaster asked if Council was ok with offering out of Town students the opportunity to purchase these signs and they agreed. Councilman Mark Keeler stated that he likes the suggestion from Council C.W. Stephenson to recognize everyone for their accomplishments with a large banner. Councilwoman Jo Plaster made a motion to have two separate events for our Memorial Day Recognition and for Grottoes Seniors order to a banner/sign to be paid for by the Town and to allow area senior the opportunity to purchase a banner/sign. She stated that the Town will purchase a large banner to recognize all ages and stages to be displayed at the Town Hall. Councilman Mark Keeler seconded the motion. Town Clerk Tara Morris took a roll call vote: T. Leeth; Yea, M. Keeler; Yea, J. Plaster; Yea, J. Bailey; Yea, C. Stephenson; Yea, motion carried.

Mayor Holloway stated that she would like for it to be June 13th if possible because the next weekend is Father's Day weekend and again, she feels that is a separate event.

Mayor Holloway asked if we needed a motion to not be paid in June and use the money to cover the cost of the banners. Town Attorney stated that you do not need a motion, but each member should send the Treasurer, Rhonda Danner, an email telling her not to pay you and what the money should be used for.

Mayor Holloway stated that we need to plan Memorial Day. Councilman Tim Leeth asked if we can place everything out there and have it as a walk through and people can place flags in the yard. Town Clerk Tara Morris suggested having a banner made with all the names of the deceased listed on it, since we will not be able to read the names aloud. Councilman Tim Leeth stated that he will get Jim Justis on getting the names of the deceased and the special events committee will work out the details.

Town Manager Nathan Garrison stated that the Caverns remains closed. He stated that he has been talking to the Waynesboro YMCA to make sure they are prepared if we do get to open. He stated that the Town Hall is still closed, and he is working on getting masks and more disinfectant because he feels this will be a new normal for a while.

Mayor Holloway stated that the Emergency Ordinance is set to expire on May 29, 2020. She asked if the Council wanted to renew the Emergency Ordinance or let it expire. She stated if we want to renew it, we will have to have a public hearing. Town Attorney Nathan Miller said that you can extend it for 60 Days and if you do not need it you can cancel it. Council discussed and decided to let the Emergency Ordinance expire on May 29, 2020.

Councilman Joshua Bailey made a motion to convene into closed session pursuant to section 2.2-3711(A)1 of the Code of Virginia to discuss matters for the purpose of considering such persons assignments, appointment, promotion, performance, demotion, salaries, disciplining or resignation Councilman C.W. Stephenson seconded the motion. Town Clerk Tara Morris took a roll call vote: T. Leeth; Yea, M. Keeler; Yea, J. Plaster; Yea, J. Bailey; Yea, C. Stephenson; Yea, motion carried.

Councilman Joshua Bailey made motion to adjourn the closed session. Councilman Tim Leeth seconded the motion. Town Clerk Tara Morris took a roll call vote: T. Leeth; Yea, M. Keeler; Yea, J. Plaster; Yea, J. Bailey; Yea, C. Stephenson; Yea, motion carried.

Mayor Holloway read the certification of the closed session to the best of your knowledge that only public business matters lawfully exempted from open meeting requirements under section 2.2-3711(A)1 of the Code of Virginia as only such public

business matters that were identified in the motion by which a closed meeting were heard, discussed, or considered in the meeting. Town Clerk Tara Morris took a roll call. T. Leeth; so certified, E. Holloway; so certified, M. Keeler; so certified, J. Plater so certified, J. Bailey; so certified, C. Stephenson; so certified.

Mayor Holloway stated that we are back in open session and asked if anyone had any committee updates.

Councilman C.W. Stephenson stated that Larry Parker who lives at 300A 9th Street has asked to cut downed trees at the park and make items with them. He said that he would donate back 25% of his sales to the Caverns. Town Manager Nathan Garrison stated that he contacted the insurance and they provided a wavier for him to sign off on.

Mayor Holloway stated that they are working on stuff regarding the requests for unemployment from some employees at Grand Caverns through the Covid situation and that Nathan Miller, Nathan Garrison and herself will be meeting with an employee to discuss some things.

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

The Mayor called an Emergency Meeting of the Grottoes Town Council for Friday, May 29, 2020 at 7:00 P.M. Mayor Holloway called the meeting to order and Town Clerk Tara Morris called the roll. Members present were Tim Leeth, Emily Holloway, Jo Plaster, Mark Keeler, Joshua Bailey, C.W. Stephenson, and David Raynes. Also present were Town Clerk Tara Morris, Town Attorney Nathan Miller, and Town Manager Nathan Garrison.

Mayor Holloway stated that the meeting was called to discuss personnel matters under section 2.2-3711(A)1 of the Code of Virginia asked for a motion.

Councilman Tim Leeth made a motion to convene into closed session pursuant to section 2.2-3711(A)1 of the Code of Virginia to discuss matters for the purpose of considering such person's assignments, appointment, promotion, performance, demotion, salaries, discipling, or resignation. Councilwoman Jo plaster seconded the motion. Council members Tim Leeth, Jo Plaster, Mark Keeler, Joshua Bailey, C.W. Stephenson, and David Raynes voted in favor of the motion, motion carried.

Councilman Tim Leeth made a motion to adjourn the closed session. Councilman David Raynes seconded the motion. Council members Tim Leeth, Jo Plaster, Mark Keeler, Joshua Bailey, C.W. Stephenson, and David Raynes voted in favor of the motion, motion carried.

Mayor Holloway read the certification of the closed session to the best of your knowledge that only public business matters lawfully exempted from open meeting requirements under section 2.2-3711(A)1 of the Code of Virginia as only such public business matters that were identified in the motion by which a closed meeting were heard, discussed, or considered in the meeting. Town Clerk Tara Morris took a roll call. T. Leeth; so certified, E. Holloway; so certified, M. Keeler; so certified, J. Plater so certified, J. Bailey; so certified, C. Stephenson; so certified, and D. Raynes; so certified.

Mayor Holloway adjourned the meeting.