

**TOWN OF ABINGDON
BUDGET/WORK SESSION MEETING
MONDAY, APRIL 3 - 4:30 PM
ARTHUR CAMPBELL ROOM - MUNICIPAL BUILDING**

A Budget Work Session meeting of the Abingdon Town Council was held on Monday, April 3, 2017 at 4:30 p.m. in the Arthur Campbell Room of the Municipal Building.

A. Welcome by Mayor Lowe

B. ROLL CALL

Members of Council Present:

Mrs. Cathy Lowe
Mr. Richard E. Humphreys (arrived at 4:50 p.m.)
Mr. Robert M. Howard
Mrs. M. Cindy Patterson
Mr. J. Wayne Craig

Administrative/Town Staff:

Greg Kelly, Town Manager
Cecile Rosenbaum, Asst. Town Manager/Clerk
Deb Icenhour, Town Attorney
Chuck Banner, Treasurer
Kim Kingsley, Paralegal/Deputy Treasurer
Sean Taylor, Planning Dept.
John Dew, Dir. Of Construction/Public Services
Amanda Livingston, Interim Dir. of Tourism
C. J. McGlothlin, IT Department
Floyd Bailey, Director of IT Department
Tonya Triplett, Community Dev. Coordinator
Kevin Sigmon, Arborist
Jennifer Montgomery, Main Street Director
Kevin Worley, Dir. of Parks and Outdoor Rec
Stacey Reichler, Dir. of HR

Visitors:

Al Bradley, Leslie Bradley, Stephen Jett, Nan Harman, Joe Levine, Donna Levine, Tim Estes, Rich Macbeth, James Anderson, and others

The Council discussed the following

C. Consideration of proposed budget for FY 2017/2018: (VIDEO 6:23 to 1:31)

Mayor Lowe asked Town Manager, Greg Kelly to provide introductory comments on the proposed budget for FY 2017/2018. Mr. Kelly reviewed his budget message and reported that the proposed budget was balanced and was given to Council by April 1st in accordance with Virginia State Law. Mr. Kelly stated that there would be a public hearing on May 1, 2017 for the first reading, the second reading would be at the regular June meeting and it would become effective on July 1, 2017. Mr. Kelly noted that no monies from town reserves were being used to balance the budget and no cost of living increase was in the budget for town employees. Mr. Kelly noted that he had a discretionary line that contained the amount of \$75,000 to be used for merit increases for deserving staff members.

Mr. Kelly reported that he had not put LEOS in the draft budget presented to Council but asked if Council wished to discuss the matter in more detail. Mr. Kelly noted that LEOS was a supplement for employees in a hazard duty position, Police and Fire, that allowed them to retire at age 50 with 25 years of hazard duty service. Mr. Kelly commented that he and staff had compiled 13 different scenarios to assist in funding LEOS and the most logical option was for the police officers to pay 30% of their health insurance premium which would go toward the estimated \$200,000 cost for the Town to participate in LEOS. After much discussion about funding of LEOS, it was felt that an additional budget work session to discuss additional taxes including tax rates for real property, personal property, and potential for new taxes such as "bed tax" and "entertainment tax" was scheduled for Monday, April 10, 2017 at 12:00 pm in the Arthur Campbell meeting room.

Mr. Humphreys inquired if he and Mrs. Patterson might have a conflict in discussing a proposed bed tax as they are both owners of "bed and breakfast" establishments in the town.

Mayor Lowe called a recess for fifteen minutes.

REGULAR WORK SESSION (Video 1:52)

D-1. Update on picnic shelter proposed for Fairview. (Video 1:52 - 1:57)

Deb Icenhour, Town Attorney, stated that the Old Glade Tractor Association would like to construct a picnic shelter. This will be the first public hearing during the Council's regular session. In addition, the Old Glade Tractor Association will be constructing a fire pit. The construction will be on the leased property and the Lessor is in agreement with the construction.

D-2. Consideration of E. B. Stanley Middle School's TSA to build a rain collection system at Fairview (Vide 1:57 - 2:01:51)

Rick Statzer reported that the Technology Student Association approached us about constructing a rain collection system at Fairview. The rain collection system will help with the community gardens. Sarita Moore advised that the TSA has requested approximately \$2,000 from Sustain Abingdon which was felt that they would be able to assist them. The group has been doing fundraising, donations, materials from local businesses and contractors to donate time to help assist in this endeavor.

D-3. Consideration of amendments of bylaws for Tourism Advisory Committee (2:01:55 - 2:08:31)

Deb Icenhour proposed some changes brought by Kevin Costello regarding TAC bylaws and introduced Amanda Livingston, Interim Director of Tourism. Mayor Lowe stated her concerns about changing the bylaws and is in favor of giving the Abingdon Main Street and the Washington County Chamber of Commerce representatives a vote. After discussion, it was decided the representative from Heartwood would be removed; change representative from the Higher Education Center to a representative from higher educational field; and add a representative from the Washington County Board of Supervisors and a representative Town of Abingdon Council member who would serve as an ex officio officer. The bylaws would be reviewed and brought back during the May meeting.

E - 1. Update on partnership with VHCC (2:08:53 - 2:11:48)

Councilman Howard deferred to Tonya Triplett, Community Development Coordinator to update Council on the partnership with VHCC. Ms. Triplett advised that Virginia Highlands Community College had an issue with procurement and proposed ordering 25 banners with the VHCC logo thereby asking that the Town order 25 banners with our logo to be staggered along Main Street on town owned poles. The college will be working with students to let them know about the discount program.

E -2. Update on Appalachian Power project involving Virginia Highlands Airport (2:11:50 - 2:16:06)

Mayor Lowe stated that the Town of Abingdon, Deb Icenhour, Greg Kelly, or herself had anything to do with the airport expansion. She further stated that her husband is a member of the Virginia Highlands Airport Authority. Mayor Lowe further stated that the Town has an airport overlay and the APCo project was in violation of the

airport overlay and therefore the Town became involved relative to enforcement of the overlay zone. The town was particularly concerned about economic development opportunities. Deb Icenhour stated that the Town had filed a supplemental statement with the SCC as has Virginia Highlands Airport and Washington County and it is her understanding that the underground part has been approved and will be moving forward in that direction.

E-3. Discussion relative to letter received from Delegate Delores L. McQuinn (2:16:13 - 2:43:03)

Councilwoman Cindy Patterson reported on a letter received from Delegate Delores L. McQuinn who proposed House Bills 1547 and 2296 to assist building a "Trail of Tears" walking path. Ms. Patterson reported that Delegate McQuinn was spearheading an effort to establish a trail from the East Coast to Mississippi commemorating the route thousands of slaves took to work the cotton fields in the south. Discussion ensued between Council members and visitors. Mayor Lowe suggested that Delegate McQuinn follow up with Delegates O'Quinn and Pillion and Senator Carrico and noted that she would craft a letter of response to Delegate McQuinn.

F-1. Consideration of Letter of Agreement between Abingdon Main Street and Virginia Main Street (2:43:21 - 2:45:05)

Greg Kelly, Town Manager, advised Council that Jennifer Montgomery would be leaving her position as Director of Abingdon Main Street. Mr. Kelly questioned whether Council would like to consider signing letter of agreement or wait until the new director was hired. Council agreed to postpone until a new director was hired.

F-2. Update on RFP for ground penetrating radar at The Meadows. (2:45:15 - 2:57:09)

Greg Kelly, Town Manager, reported to Council that an RFP for ground penetrating radar has been drafted. Mr. Kelly noted that he had participated in two teleconferences with Corp of Civil Engineers, DEQ and a representative from DHR relative to the town's permit process. Mr. Kelly noted that the town had been advised that the retail site and the sports complex should remain untouched until the permitting process was finalized. Mr. Craig stated he didn't feel that it was an issue that needed to be rushed at this time. Discussion ensued regarding the ground penetrating radar and air quality review matters (See F-3).

F-3. Update on air quality review for the review for the Exit 17 area (See F-2 also 2:45:15 – 2:57:09)

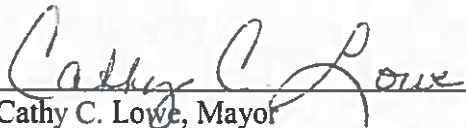
F-4. Update on any town ordinances – (2:57:09 – 3:01:21)

Deb Icenhour, Town Attorney, advised Council that she is awaiting the Governor's signature on legislation to enable us to move forward with regard to the Town's HomeStay ordinance.

Mayor Lowe recessed the budget portion of this meeting until April 10th at 12:00 pm. Council and Town staff reconvened in the Council Chambers for the regular 7:30 meeting.

April 3, 2017

Work Session Minutes


Cathy C. Lowe, Mayor


Cecile
Rosenbaum, Town Clerk