

**TOWN OF ABINGDON
WORK SESSION MEETING
MONDAY, MAY 1 - 5:30 PM
ARTHUR CAMPBELL ROOM - MUNICIPAL BUILDING**

A Work Session meeting of the Abingdon Town Council was held on Monday, May 1, 2017 at 5:30 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
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
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 Worley, Dir. of Parks and Outdoor Rec
Stacey Reichler, Dir. of HR
Jason Boswell, Code Enforcement Officer
John McCormick, Fire Chief

Visitors:

Janet Woolwine, Kathy Shearer, Dirk Moore,
and others

Mayor Lowe stated that she would like to deviate from the agenda in order to schedule a separate meeting on May 15th at 12:00 noon for Council to meet with the consultant group that prepared the Traffic Impact Analysis as well as several other items that Council may not have time to cover on the Work Session agenda. **(VIDEO 8:57 - 14:26)**

The Council discussed the following:

**C1. Update on Park Street project and VDOT Revenue Sharing Funds
(VIDEO 14:35 – 32:57)**

Dirk Moore and Kathy Shearer, business owners in the area of Park Street, reported that the town's enhancement of Park Street would increase traffic for retail businesses in the area. Mr. Humphreys stated that he had a personal interest in this transaction pursuant to Code of Virginia §2.2-3112(A)(2), 3115(H) as he owns property in this area. John Dew stated that he applied for the revenue sharing program several years ago that would result in a 50/50 split in funding from the Town and VDOT revenue sharing funds. Discussion ensued after which Mr. Dew was asked to explore the options, develop a timetable for the project and follow up with status during May 15th mid-month work session.

C4. Review of Resolution of the Council for the Town of Abingdon in support of the proposed modifications by VDOT of the Exit 19 project (VIDEO 33:02 – 42:06)

John Dew reported that the Washington County Board of Supervisors had been successful in getting funding through the Smart Scale project with VDOT for the Exit 19 modification project. Mr. Dew reported that the proposed modifications would provide an estimated start date in 2020 and include a cost savings of \$2,000,000. Discussion ensued regarding additional details for the design plan. The resolution will be discussed during the regular work session.

**C5. Discussion of requests for comments from VDOT regarding the Exit 17 project
(VIDEO 42:18 – 45:06)**

Greg Kelly, Town Manager, stated that this matter is time-sensitive, however the Council does not have to take any action on the matter. Mr. Kelly noted that VDOT has presented several standard questions that the management will provide answers and return to VDOT by May 31st.

C6. Review of Regular Agenda for May 1, 2017 meeting (VIDEO 45:07 - 1:04:17)

Greg Kelly, Town Manager, reviewed the budget ordinance and noted that it was on the regular agenda for public hearing. Mr. Kelly also discussed the Exit 19 Smartscale resolution details. Mr. Kelly noted that the LEOS Resolution required by VRS to establish the program was on the regular agenda for action by Council. Mr. Kelly reported that one individual, because of his beginning work date with the town, is considered hazardous duty but is an age that will prevent him from being eligible for LEOS unless he were to work many years past a reasonable retirement age. Mr. Kelly noted that he would exempt this employee from having to pay more for his health insurance to fund the LEOS program as his eligibility status would not change.

Council agreed that Mr. Kelly could administratively, with all legalities met, exempt employees who are not eligible for LEOS, from paying higher insurance premiums.

Kevin Worley, Director of Parks and Outdoor Recreation, updated the Council with regard to a protest of an award for an RFP for work on the Church Street tennis courts. Discussion ensued regarding the bidding process and how the award was determined. The matter will be considered during the regular session.

Mayor Lowe updated Council regarding two proclamations that she will be signing, including Men's Health Month and Business Appreciation week. Rick Humphreys stated that he had been contacted about a declaration of Alzheimer's and Brain Injury Month for June, 2017.

C7. Update on new rules related to dogs at Farmer's Market (VIDEO 1:26:35 – 1:41:43)

Vice-Mayor Rick Humphreys reported that there were several posted signs stating only service dogs could go into the market area. Kevin Worley, Director of Parks and Outdoor Recreation stated that there were complaints by ASD that during the farmer's market that dogs were not being properly controlled by owners and leashes were becoming tripping hazards for patrons. Greg Kelly, Town Manager, stated that there were two sets of rules, one for the Pavilion and one for the Farmer's Market. Discussion ensued. Mayor Lowe asked staff to look at both set of rules and look at other localities with Farmers Markets' to discuss on the June 5, 2017 work session.

D1. Update on partnership with Virginia Highlands Community College (VIDEO 1:04:25 – 1:05:30)

Bob Howard advised that a press conference will be held on May 2, 2017 at 9:00 am at the Town Hall to kick-off the VHCC banners.

D3. Consideration of amendments of bylaws for Tourism Advisory Committee (VIDEO 1:05:32 – 1:05:53)

Mayor Lowe advised that the Tourism Advisory Committee will be reviewing the revisions discussed last month and will report back to Council at the June 5, 2017 meeting.

D4. Update on any town ordinances (VIDEO 1:05:54 – 1:15:50)

Deb Icenhour, Town Attorney, provided the Council with a draft of the HomeStay ordinance and requested Council to review it for discussion at the June 5, 2017 work session.

Employee Handbook – (VIDEO 1:15:51 – 1:17:12)

Mayor Lowe inquired about the status of the new Employee Handbook. Cecile Rosenbaum, Asst. Town Manager and Clerk, requested that the matter of the Employee Handbook be placed on the June 5, 2017 regular agenda for approval.

D5. Update on Urban Pathway Project (VIDEO 1:17:35 – 1:18:51)

John Dew reported that the Urban Pathway project was moving forward and that he was still trying to get the authorization to bid from VDOT and will provide an update at the June council meeting.

D6. Update on RFP for ground penetrating radar at The Meadows (VIDEO 1:18:55 – 1:18:58)

Nothing new to report.

D7. Update on air quality review for Exit 17 area (VIDEO 1:18:59 – 1:19:04)

Nothing new to report.

D8. Reports on the following town owned properties. (VIDEO 1:19:05 – 1:19:59)

Cecile Rosenbaum, Asst. Town Manager and Clerk, reported that bids were received for the mitigation of asbestos at the Muster Grounds and it was one-half of the price expected. It was hopeful that the work would begin in the next couple of weeks.

D9. Update On VDOT upkeep of exit ramps (VIDEO 1:20:00 – 1:20:50)

John Dew, Director of Construction/Public Services stated that he had nothing new to report but would like to know if anyone had any observations or comments as he had not heard any comments lately.

D10. Update on split rail fence at Exit 17 (VIDEO 1:20:52 – 1:26:35)

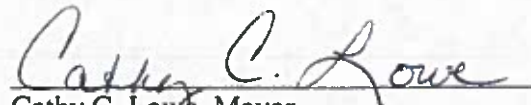
John Dew, Director of Construction/Public Service, stated that VDOT requires solid fence and would have to replace the woven wires and the suggested split rail fence would need to be behind VDOT's. Discussion ensued. Cindy Patterson commented


that if the Exit 17 area was going to be reconstructed it might be beneficial to delay the fence project.

OTHER DISCUSSION (VIDEO 1:41:43 – 1:49:58)

Ms. Patterson stated that she would like to change how the packet is received and inquired about the listing of citizens who had applied for board and committee appointments. Ms. Rosenbaum, Asst. Town Manager /Clerk, suggested that we use a sharefolder to add applications to one location. Mayor Lowe stated that the Council would like to receive sharefile training from the IT department. Ms. Patterson also inquired as to the status of a reply to Delegate McQuinn regarding the Trail of Tears. Mayor Lowe stated that she had responded and requested her to contact our local representatives.

Mayor Lowe recessed the work session. Council and Town staff reconvened in the Council Chambers for the regular 7:30 meeting.


Cathy C. Lowe, Mayor


Cecile Rosenbaum, Town Clerk