



**TOWN OF ABINGDON, VIRGINIA
WORK SESSION MEETING
MONDAY, MARCH 6, 2017 – 5:30 P.M.
DOWNSTAIRS MEETING ROOM/COUNCIL CHAMBERS
MUNICIPAL BUILDING
WORK SESSION AGENDA**

- A. **Welcome** - Mayor Lowe
- B. **Roll Call** – Cecile Rosenbaum, Town Clerk
- C. **New Business**
 - 1. Discussion regarding Warren Harris’ request to have signature(s) removed from petitions presented to the Council by Friends of Abingdon – *Mayor Lowe*
 - 2. Update on picnic shelter proposed for Fairview – *Deb Icenhour, Town Attorney*
 - 3. Update on Sound/Video costs projections for Arthur Campbell meeting room – *Floyd Bailey, Dir. Of IT*
- D. **Council Member Updates / Reports**
 - 1. Update on Heritage TV – *Cecile Rosenbaum, Asst. Town Manager*
 - 2. Update on partnership with Virginia Highlands Community College – *Bob Howard, Council Member*
 - 3. Update on Appalachian Power project involving the Virginia Highlands Airport – *Mayor Lowe*
 - 4. Consideration of Letter of Agreement between Abingdon Main Street and Virginia Main Street – *Jennifer Montgomery, Director of Abingdon Main Street*
 - 5. Update on information provided to Council relative to West Main Street near Brown Dental Associates – *Rick Humphreys, Wayne Craig, and John Dew, Dir. of Public Services/Construction*

E. Reports/Updates from Town Manager, Assistant Town Manager and Town Attorney

1. Update on employee health insurance renewal – *Sam Brown, Consultant*
2. Discussion of replacement of signal light at the intersection of Valley Street and Russell Road – *Greg Kelly, Town Manager*
3. Update on any town ordinances – *Deb Icenhour, Town Attorney*
 - Business License
 - Short Stay
 - Tourism Zone
 - Fire Prevention/Protection
 - Fire Lane Violations
4. Update on RFP for town's liability insurance – *Greg Kelly, Town Manager*
5. Reports on the following town owned properties – *Cecile Rosenbaum, Assistant Town Manager*
 - Breckenridge Cabin – nothing to report
 - Fields Penn – nothing to report
 - The Meadows House – nothing to report
 - Retirement (Muster Grounds)
6. Update on mission statements relative to boards and commissions – *Cecile Rosenbaum, Assistant Town Manager*
7. Report on activities of Community Development Coordinator – *Tonya Triplett, Coordinator*

F. Staff Reports / Updates

1. Update on the tennis court air dome at the Coomes Center – *Kevin Worley, Dir. of Parks and Recreation*
2. Update on Urban Pathway Project – *John Dew, Dir. of Public Services/Construction*

3. Update on VDOT upkeep of exit ramps - *John Dew, Dir. of Public Services/Construction*
4. Update on split rail fence at Exit 17 - *John Dew, Dir. of Public Services/Construction*
5. Update on Tourism Zone project – *Kevin Costello, Dir. of Tourism (This item requires an Ordinance to establish the zone which may be ready by the April agenda)*

G. Review of Regular Agenda for March 6, 2017 Regular Agenda

H. Recess to Regular Council meeting in Council Chambers

On Feb 9, 2017, at 5:00 PM, Deborah C. Icenhour wrote:

Mr. Harris,

I am responding to the question you sent recently to Mr. Greg Kelly, Abingdon's Town Manager, regarding your information and signature on the petitions that the Town has placed online at its governmental website.

I will begin by stating that there is no exception or exemption for one voluntarily placing his/her signature on petitions such as the one you signed on behalf of the Friends of Abingdon. The petition(s) became public record(s) when they were presented to the Council of the Town of Abingdon at its January 11, 2017 meeting. Pursuant to the Code of Virginia, 1950, as amended, §2.2-3705.1(10) and §2.2-3801, you would have been required to make a request to the custodian of the records (simultaneously as petitions were tendered) that he/she requested the information not be disclosed in order for the Town of Abingdon to be obligated to consider the exclusion of either the information and/or signature that you voluntarily placed upon said petitions. Also, a court's protective order could serve as an exclusion/ exception to records being subject to Virginia Freedom of Information Act. When presented as they were to Council in an open meeting, said petitions became subject to Virginia FOIA. The Town's departments have worked quite diligently to place a wide variety of public documents online to allow for citizen's easy access to the information and to continually increase the scope of open government. If the records or documents, etc. are subject to FOIA, there's no reason to not offer the public access to them. If the Town attempted to suppress it with no proper exemption or exception, such an act could be held in violation of FOIA.

The term "Personal information", as defined in the Code of Virginia, 1950, as amended, §2.2-3801, is silent with regard to signatures, and as a result of your concern I verified same with the Virginia FOIA Council. Further, much information that is considered "personal" is actually referred to as "routine" and is easily accessible via multiple sites online as well as other sources, thus can be accessed in a number of ways. For example, if you own real estate then there are documents that are recorded in the Circuit Court Clerk's Office that are additional sources for obtaining samples of your signature, and such records are open and accessible to the public. The term "Protected personal information" would include, but is not limited to, social security number(s), driver's license number(s), birthdate(s), financial information, and tax & health information, all of which hold exemptions from disclosure. Signatures are not specifically addressed pursuant to the exemptions set forth.

For these reasons, the copies of the signed petitions which were given to the Town Council at its January 11, 2017 meeting will remain posted online accessible to the public with other public records and documents.

I hope this explanation proves satisfactory regarding your concerns. Thank you for your correspondence.

Sincerely,

Deborah Coffey

Abingdon Town Attorney

Icenhour

Officer

Freedom of Information Act

133 West Main Street
P.O. Box 789
Abingdon, Virginia 24212
dicenhour@abingdon-va.gov
276.492.2138 (office)
276.698.3328 (fax)

This communication is intended only for the use of the intended individual or entity to whom it is addressed. It may contain information that is privileged, confidential, and exempt from disclosure under law. If you are not the intended recipient, or the employee or agent responsible for delivering this communication to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication without the express written permission of the sender or the collective majority of the Abingdon Town Council is strictly prohibited. If this communication is misdirected or if transmission difficulties arise, please call (276) 628-3167 and speak to the Town Manager or the Town Attorney.

From: Warren M.Harris [<mailto:wmharris@embarqmail.com>]
Sent: Friday, February 10, 2017 3:10 PM
To: Deborah C. Icenhour <dicenhour@abingdon-va.gov>
Cc: Greg Kelly <gkelly@abingdon-va.gov>; Tony Sullivan <psullivan@abingdon-va.gov>; Cathy Lowe <clowe@abingdon-va.gov>; Rick Humphreys <rhumphreys@abingdon-va.gov>; Cindy Patterson <cpatterson@abingdon-va.gov>; Wayne Craig <wcraig@abingdon-va.gov>
Subject: [BULK] Re: Petitions online
Importance: Low

Ms. Icenhour,

After reading your email of Feb. 9, I'm sorry to have to tell you that you missed the main point of my emails. I did not say the Town was "obligated" to blur or block the signatures. I said that the Town was aiding people who might have criminal intent by making citizens' signatures available on the internet, and that the Town should stop doing this, regardless of what the law allows. It is irresponsible in the extreme. I also offered a simple, quick, easy fix.

Furthermore, it is not true that people's signatures are "easily accessible via multiple sites online as well as other sources." This is only true of names, addresses, and possibly phone numbers.

In other words, this is a matter of crime prevention, common sense, and responsible behavior, not law.

Here is the real question, and I would be glad to receive your thoughts on it if you care to share them with me:

Do you consider it to be appropriate for local government officials to offer criminals assistance in committing identity theft and related financial crimes against its citizens, when a simple graphic procedure to blur signatures could prevent this, while providing to the public exactly the same documents with printed names and addresses visible and unaltered?

Sincerely,

Warren

Warren M. Harris
274 Bradley Street
Abingdon, VA 24210

TEL 276.628.5342

On Feb 22, 2017, at 11:38 AM, Warren M.Harris <wmharris@embarqmail.com> wrote:

Madame Mayor, Mr. Vice Mayor, Mr. Howard, Mrs. Patterson, and Mr. Craig,

I spoke on February 13 with Mr. Kelly, our Town Manager, and requested he authorize the blacking out of signatures on the electronic images of the Meadows petitions which the Town has put online. He declined, but he said he would seek a consensus of the Town Council on the matter. As I promised, I have sent him a summary of the matter, and I am sending the same to you so that you will have an opportunity to give some advance thought to it before forming your views. Below is

--my request that the Town black out the signature portions of the images of the Meadows petitions which have been for some time displayed on the Town website;

--the reason I believe it is important to do this as soon as possible; and

--the quick, easy, low- or no-cost procedure for doing so.

SUMMARY:

- 1. The petitions now displayed without having the signature portion blacked out are a treasure trove for criminals with intent on committing identity theft and other crimes.**
- 2. I am not requesting that the petitions themselves be removed from the Town website, or that any portion of them be blacked out except the signature sections. **The names and addresses would remain as they are now.** The information itself would still be there, but the images would no longer be an invitation to crime.**
- 3. I am requesting that the Town voluntarily black out the signatures. This is not a matter of law, but of **crime prevention, common sense, and responsible use of power.****
- 4. This is not a far-fetched possibility or a trivial matter that is unlikely to happen in Abingdon, but a matter of very widespread and serious crimes that happen everywhere in this country and often overwhelm limited police resources. According to the Federal government's Bureau of Justice statistics, "about 7% of persons age 16 or older were victims of **identity theft** in 2014," the latest year with statistical data available.**

In fact, the very first person to whom I mentioned my concern about the identity theft possibility was a friend I happened to encounter in the Abingdon Kroger store, and his response was, "Oh, I know! It happened to me!" Nor is this a theoretical issue on my part, since my older son was the victim of identity theft, something that went on for years and was the source of extreme inconvenience and worry. Furthermore, there are of course **other crimes involving fraudulent use of signatures**, for example, involving bank accounts, something that can be equally inconvenient and worrisome even though they are not covered in the technical term of "identity theft," making the criminal potential a good deal greater than 7 per cent.

5. A Town official recently sent me an email to the effect that the Town's putting its citizens' signatures together with their addresses on the internet was not a problem because signatures were already easily accessible on the internet. **Actually, even signatures alone are not already easily accessible on the internet, except in the case of public or historical figures. Anybody who spends some time searching, as I did, will soon discover that fact.** I found only signatures of historical and public figures, mostly celebrities, and a few handwriting sample signatures with generic names not associated with an identified individual and address. If anyone doubts this, I invite that person to do his or her own search and then please let me know where to find the easily accessible names of any specifically identified individuals not historical or public figures.

6. **The Town is providing not only signatures but also addresses, thereby pinpointing the potential victim as an individual in a specific location and facilitating a criminal's search.**

7. And even worse, **the Town is providing a very large number of signatures in one place, giving criminals, as a starting point, one of the most difficult pieces of their evil puzzle -- in fact, of over 600 puzzles.** This allows them to correlate, one after another, over six hundred individuals and their signatures with other data they collect. **The large number significantly increases the odds in favor of the criminal's success** in being able to hit upon a winning combination and put a puzzle together against an individual.

8. **The blacking out of the signature section of the electronic images of the petitions is a quick, simple, easy, low- or no-cost procedure that can be performed in a very brief time (about an hour, or two at most) by any employee of the Town familiar with a graphics program like Photoshop or something similar.** I myself could do this very easy blackout procedure on all the petitions in about an hour using my home computer and a graphics software program, both of which are several years old. The Town certainly owns and its employees use graphics software, as evidenced by the Wolf Whistle and other graphic art and technical products regularly made by the Town. **Replacing the current images on the internet with the partially blacked-out images is a simple matter that could easily be done by an IT person with a very brief internet downtime.**

9. In the extremely rare instance that someone might question the authenticity of a name, **the signature on the unaltered original petition could of course be viewed, and a statement to this effect could very easily be placed at the beginning of the online petition images.**

In sum, there is no legitimate reason for leaving the signatures in view, much less one that outweighs the significant invitation to criminal behavior against Abingdon citizens that they are.

Thanks for considering my views.

Sincerely,

Warren

Warren M. Harris
274 Bradley Street
Abingdon, VA 24210

TEL 276.628.5342

**TOWN OF ABINGDON, VIRGINIA
INTEROFFICE MEMORANDUM**

TO: CECILE ROSENBAUM, KIM KINGSLEY
FROM: SEAN TAYLOR
SUBJECT: EVENT SHELTER FOR FAIRVIEW
DATE: 2/27/2017
CC: GREG KELLY

The Old Glade Antique Tractor Association (OGATA) is seeking approval from the Town Council to Construct a Event/Picnic Shelter at the Fairview Historic site. Funds for the construction of the shelter have been raised by the Fairview Foundation and OGATA.

Plans call for the shelter to be 30' x 50' with wood post set on concrete foundation. Each end gable will be clad in saw milled lumber in the board and batton style. Metal roofing will be installed to match the existing roofing patterns at the historic site.

After the shelter is constructed members of OGATA plan to construct a fire pit to be used in the molasses making process. The fire pit will also be constructed in a manner as to make it useful for barbequing.

Images provided below give an example of the shelter and fire pit OGATA plans to construct.



Memo

To: Greg Kelly and Cecile Rosenbaum
From: Floyd Bailey, Director of Information Technology
cc:
Date: February 24, 2017
Re: Audio/Video Cost Projections For Arthur Campbell Room

To provide audio (only) recordings of all meetings that are held in the Arthur Campbell Room we would need to install Four (4) ceiling microphones. Ceiling Microphones cost \$228.00 each for a total of \$912.00. Secondly, we will need a capture and formatting device to allow for sound files to be uploaded and accessible for public or council hearing after the fact. Cost: \$1400.

Total for Sound Audio Only Recording in Arthur Campbell: \$2312.00

If we want to include video we would need to **add to** the above cost:

2- Fixed Mount Cameras - \$2400 (\$1200 each)

Total for Sound and Video Infrastructure: \$4712.00

FYI, we could record sound only without having to have an IT person available at every meeting. If we decide to do video we would have to have an IT person to operate the equipment at every meeting that is recorded.

The Tourism Advisory Committee has the following duties and responsibilities according to the bylaws:

The Abingdon Town Council's creation of a Tourism Advisory Committee is to pursue the following purposes and duties

- Encourage and support the goals and objectives of the town.
- Provide an official channel of input on tourism issues from attractions and businesses to the office of tourism, town management and the town council.
- Provide resources and support to the director of tourism by sharing information and experiences on tourism issues.
- Cultivate cooperative efforts in advertising, publicity, research and other aspects of the promotion of tourism.
- Coordinate tourism development with other agencies in order to avoid duplication of efforts.

The mission of the tourism office as outlined in our strategic plan is:

The mission of the Abingdon Convention and Visitors Bureau is to lead, develop, and promote a focused tourism program which attracts visitors to enjoy the diverse tourism opportunities throughout the town.

RAC Purpose:

Purpose: The principal purpose of the Recreation Advisory Commission is to represent the policies of the Abingdon Parks and Recreation Department to the public, and the desires and concerns of the public to the Town Manager and Town Council *via* the Parks and Recreation Director. Other general duties are outlined in the Code of the Town of Abingdon, Virginia.

SUSTAIN ABINGDON

The Mission of Sustain Abingdon is to advise and encourage Town employees, residents, and visitors on environmentally sustainable solutions, principles, and practices to improve our quality of life. It is our goal to promote prosperity through developing the local economy, and help protect our environment by conserving resources and minimizing pollution.

Abingdon Tree Commission

Mission Statement

The mission of the Abingdon Tree Commission is to promote a safe and healthy urban forest in Abingdon through the planting, care, and management of site appropriate trees on Town property and rights-of-way and to provide resources and advice to Town residents on the care and management of their trees.

***Approved by the Abingdon Tree Commission at its regularly scheduled meeting on February 20, 2017.*



**TOWN OF ABINGDON, VIRGINIA
REGULAR COUNCIL MEETING
MONDAY, MARCH 6, 2017 – 7:30 P.M.
COUNCIL CHAMBERS
MUNICIPAL BUILDING**

Welcome to the Town of Abingdon, Virginia Regular Council Meeting. We appreciate your interest and we encourage public participation in our meeting. Your comments are important to our decision making process. Please note that there will be two (2) opportunities during the meeting for you to address the Council members. The first opportunity will come when the Mayor declares a public hearing open for comment. The second opportunity to address the council will come near the end of the Agenda when the Mayor will inquire if anyone wishes to speak to Council members regarding matters not listed on the Agenda. We do request that anyone addressing the Council, approach the podium, identify your first and last name and give your complete mailing address.

A. WELCOME – *Mayor Lowe*

B. ROLL CALL – *Cecile Rosenbaum, Town Clerk*

C. PLEDGE OF ALLEGIANCE - *Eller Buddington, Local Government Student*

D. APPROVAL OF MINUTES

- February 6, 2017 Work Session minutes
- February 6, 2017 Regular Meeting minutes
- February 8, 2017 Recessed Meeting minutes

E. PUBLIC COMMENTS – Please place your name on the sign-up sheet provided and comments are limited to three (3) minutes.

**F. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES -
*None***

G. SECOND READINGS - *None*

H. CONSIDERATION OF BIDS – *None.*

I. REPORTS FROM THE TOWN MANAGER/ASSISTANT TOWN MANAGER

1. Discussion regarding Warren Harris request to have signature(s) removed from petitions presented to the Council by Friends of Abingdon – ***Greg Kelly, Town Manager***

2. Consideration of Letter of Agreement between Abingdon Main Street and Virginia Main Street – *Jennifer Montgomery, Director of Abingdon Main Street*

J. RESOLUTIONS – None.

K. OLD BUSINESS or MATTERS NOT COVERED AT WORK SESSION

L. APPOINTMENTS TO BOARDS AND COMMITTEES

- Abingdon Redevelopment and Housing Authority
 - Reappointment of Monica Appleby who is eligible to serve another term
- Planning Commission
 - Appointment to fill the unexpired term of Chris Burcher who is not eligible to complete the appointment
- Historic Preservation Review Board (HPRB)
 - Appointment to fill the position vacated by Betsy White. Mrs. White has served two (2) consecutive terms and is not eligible for reappointment.
 - Reappointment of Andrew Neese who is eligible to serve another term

If Council so desires, Closed Session pursuant to the Code of Virginia, 1950, as amended, Section 2.2-3711(A)(1) for the purpose of considering applications to fill the positions on the Abingdon Redevelopment and Housing Authority, Planning Commission and HPRB.

M. COUNCIL MEMBER REPORTS

N. ANNOUNCEMENTS

- January - May; every Monday, Wednesday, and Friday; Cyber Senior; Coomes Rec Center
- March 6 – Cooking Along the Crooked Road – Higher Ed Center
- March 8 - Business Network and Promotion - Noon Knowledge Series
- March 13 – Cooking Along the Crooked Road – Higher Ed Center
- March 13 – Town Talk with Mayor – 149 Sweets
- March 13 – Dedication of plaque to honor FBI agent killed in Abingdon in 1942 – Corner of Wall & Depot Street11
- March 17 - Shamrock Run & Shindig – Abingdon Market Pavilion
- March 20 - Non-Departmental Budget Meeting – noon
- March 20 – Cooking Along the Crooked Road – Higher Ed Center

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- March 22 – Organizational Leadership – Noon Knowledge Series
- March 27 – Cooking Along the Crooked Road- Higher Ed Center
- March 29 – WordPress & Search Engine Optimization – Noon Knowledge Series
- March 31 – April 1 – Ginny’s Spring Market, Abingdon Community Center
- April 1 – Haven of Rest Rescue Mission Charity 5k run/walk – VA Creeper Trail
- April 3 – Cooking Along the Crooked Road – Higher Ed Center
- April 3 – Town Council Work Session/Regular Agenda

O. ADJOURNMENT

**TOWN OF ABINGDON
WORK SESSION MEETING
MONDAY, FEBRUARY 6, 2017 - 5:30 PM
ARTHUR CAMPBELL ROOM - MUNICIPAL BUILDING**

A Work Session meeting of the Abingdon Town Council was held on Monday, February 6, 2017 at 5:30 p.m. in the Arthur Campbell Room of the Municipal Building.

Welcome by Mayor Lowe

A. 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
Sean Taylor, Planning Dept.
John Dew, Dir. Of Construction/Public Services
Kevin Costello, Dir. of Tourism
C. J. McGlothlin, IT Department
Tonya Triplett, Community Dev. Coordinator
Kevin Sigmon, Arborist
Jennifer Montgomery, Main Street Director

Visitors:

Scott Sikes, Kathy Shearer, Dr. Charles Bartlett,
James Anderson, Carolyn Lee, Rich Macbeth
and others

The Council discussed the following:

C1. Presentation by Kathy Shearer and Dr. Charles Bartlett regarding possible grave sites on The Meadows property.

Kathy Shearer with Washington County Historical Society presented to Council that during the 1800's graves were not marked with headstones but with small stones/rocks as foot/head makers surrounded by a fence. Ms. Shearer and Dr.

Bartlett indicated that they felt the Meadows property should be tested for possible grave sites and offered to review the property prior to any development. Mr. Humphreys inquired about the status of the permits currently pending with Corps of Engineers and DEQ for the Meadows property. Ms. Rosenbuam responded that at several meetings she attended with both agencies, it was highly recommended that nothing on the property be disturbed until after the permit process is complete. After lengthy discussion, the Council agreed to discuss the matter further during the regular meeting.

C2. Presentation by Jennifer Montgomery, Abingdon Main Street

Jennifer Montgomery, Director of Abingdon Main Street, presented a Letter of Agreement between Abingdon Main Street and Virginia Main Street which will establish the continuation of the Main Street program. Ms. Montgomery stated that the letter of agreement basically set forth expectations and performance standards for grants, etc. She stated that she would be asking the Council to request Mr. Kelly to sign on behalf of the Town. Mayor Lowe stated that she had reviewed the letter of agreement and that she was concerned that Section 1. Requirements of the Local Organization #2 needed to be discussed more prior to signing. Mayor Lowe noted that the letter specified the development of plan and she wanted to review that plan before authorizing the Town Manager to sign the document. Ms. Montgomery agreed to provide the plan at the March work session meeting.

D1. Update on Heritage TV

Mayor Lowe reported that she had met with representatives from Heritage television which was interested in broadcasting the monthly council meetings. Mr. Kelly noted that he had spoken with the Director of Information Technology, Floyd Bailey and he had indicated that the request could be accommodated to allow monthly meetings to be televised. Ms. Patterson commented that she would like to see Council's work session meetings recorded as well and hold all meetings in the Council Chambers. Discussion ensued and it was agreed that staff would provide an estimate on recording equipment for the Arthur Campbell meeting room at the March work session meeting.

D2. Update on partnership with VHCC

Councilman Howard updated Council on the project to bring more VHCC students into town to shop and dine. Mr. Howard noted that a banner had been designed to hang on town light poles and presented a design to review. He stated that quotes for 50 double sided banners and bracket in the amount of \$5,517.63. Mr. Howard stated that VHCC has indicated that they will purchase ½ and ask the Town to purchase the remainder at a costs of \$2,758.82. Abingdon Main Street, Community Development

Coordinator and Mr. Howard continue to work on details regarding the student discount program.

D3. Update on Appalachian Power project involving Virginia Highlands Airport

Mayor Lowe reported on current bills before the General Assembly that may affect Appalachian Power and their west end upgrade project in the County as it relates to the Virginia Highlands Airport property.

E1. Presentation by John Dew, Director of Public Services/Construction Regarding award of contract for construction, engineering, and inspection services for the Green Spring Road Realignment project.

John Dew recommended to the Council to enter into an agreement with AMT for construction, engineering and inspection services for the Green Spring Road Realignment project. He requested Council to consider authorizing Mr. Kelly to draw execute all documents with AMT. After lengthy discussion, the matter would be voted upon during the regular meeting.

E2. Consideration of properties available for purchase by the Town

Mayor Lowe stated that three property owners had contacted the Town with regard to purchase. After discussion regarding the properties, the matter will be addressed at the regular work session.

E3. Update on employee health insurance renewal

Greg Kelly advised the Council that he had been notified that the annual health insurance will increase by \$123,000. Mr. Kelly noted that Council had agreed at the January meeting to send out an RFP for health insurance and they are due on February 21, 2017. Mr. Kelly commented that he would update Council at the March meeting.

E4. Update on form for use by Town Arborist

Ms. Icenhour, Town Attorney presented the form Council had requested at their January meeting to notice property owners that the Town may trim trees, overhang, or foliage. Council agreed that the form was sufficient.

E5. Update on Town ordinances

Ms. Icenhour, Town Attorney stated that would be presenting the second reading of a Zoning ordinance during the regular meeting. Further, she stated that she felt the next ordinance that she would be proposing would be changes to the Business License, including lodging tax and/or meals tax for Airbnb and/or Homestay. Discussion ensued regarding the issuance of business licenses and Ms. Icenhour commented that she would provide a draft of the ordinance at the March 6, 2017 work session.

E6. Update on FRP for Town's liability insurance

Cecile Rosenbaum stated that the property and casualty insurance will increase \$60,000 for the upcoming year. As instructed, an RFP has been sent and due on February 24, 2017. An update will be provided during the March 6, 2016 meeting.

E7. Reports on town owned properties

This matter will be on the March work session agenda for discussion.

E8. Update relative to former auditing firm

Cecile Rosenbaum updated the Council stating that the information had been filed with the Virginia Board of Accountancy, however the Town has received no additional contact/information.

E9. Update on mission statements relative to boards and commissions

Cecile Rosenbaum reported that the Planning Commission and the Historic Preservation Review Board were working on statements and would hope to present them at the March 6, 2017 work session for review prior to placing them on the Town's webpage.

E10. Report on activities of Community Development Coordinator

Tonya Triplett reported that she had been attending lots of meetings, including the EDA and the Business Challenge to name a few, and helped to develop a community survey to better understand the community's needs. Ms. Triplett noted that she would be moving on February 7 to the CVB. She further stated that she had made headway in obtaining the contact information for property owners with vacant buildings.

E11. Update on information provided to Council relative to the West Main Street near Brown Dental Associates

Councilman Humphreys stated that he would like to view this area again to discuss a possible solution. After discussion, Mr. Kelly suggested that Wayne Craig, John Dew, Mr. Humphreys and himself view the area in question to discuss prior to the March 6th work session meeting.

E12. Update on research requested at January Council meeting relative to air quality concerns surrounding the Meadows property

Mr. Craig inquired about air quality issues relative to the Meadows property and Council agreed to discuss it further in the regular meeting.

F1. Update on the tennis court air dome at the Coomes Center

Mr. Kelly commented that all indications were that the tennis dome will be too costly for the town to put up and Kevin Worley was seeking possible ways to donate it to another business.

F2. Update on Urban Pathway Project

Mr. Dew, Director of Public Services/Construction reported that the Urban Path project was before the Washington County Board of Supervisors on February 14, 2017 and that he has also been in contact with the other property owner and his attorney to move this matter forward.

F3. Update on VDOT upkeep of exit ramps

Mr. Dew stated that he again contacted the Abingdon residency requesting a land use permit. He reiterated that he strongly objects to the Town staff picking up debris Exit 17. Also, Deb Icenhour stated that she had contacted the Town's insurance provider and they had indicated that they did not provide coverage for staff if they were to be injured while working on an Exit ramp. After discussion, Council instructed Mr. Dew to contact VDOT to express a need for clean up to be more consistent, particularly during times the town is holding events.

F4. Update on split rail fence at Exit 1

After discussion, Council instructed Mr. Dew to obtain prices for split rail fencing for the Exit 17 ramp. Mr. Dew indicated that he would seek quotes for cost of installing split rail fencing.

F5. Update on Tourism Zone project

Kevin Costello, Dir. of Tourism inquired if Council had additional question about the Tourism Zone plan he previously presented to Council. Council asked if Mr. Costello could break the zones into different areas defined on a map. It was suggested that we start with the downtown first and end with the interstate zone. Council noted that they may wish to discuss this further during Mr. Costello's budget meeting with Council.

Mayor Lowe declared a 5-minute recess for Council and Town staff to reconvene in the Council Chambers for the regular 7:30 meeting.

Cathy C. Lowe, Mayor

Cecile Rosenbaum, Town Clerk

**TOWN OF ABINGDON
REGULAR COUNCIL MEETING
MONDAY, FEBRUARY 6, 2017 – 7:30 PM
COUNCIL CHAMBERS – MUNICIPAL BUILDING**

A Regular Council meeting of the Abingdon Town Council was held on Monday, February 6, 2017 at 7:30 p.m. in the Council Chambers of the Municipal Building.

A. WELCOME BY MAYOR LOWE

B. ROLL CALL

Members of Council Present:

Mrs. Cathy C. Lowe, Mayor
Mr. Richard E. Humphreys, Vice Mayor
Mr. Robert M. Howard
Mrs. M. Cindy Patterson
Mr. J. Wayne Craig

Administrative/Town Staff:

Greg Kelly, Town Manager
Cecile Rosenbaum, Asst. Town Mgr/Town Clerk
Deb Icenhour, Town Attorney
C. J. McGlothlin, IT Department
Chuck Banner, Director of Finance
John McCormick, Fire Chief
Tony Sullivan, Police Chief
Kim Kingsley, Paralegal/Deputy Treasurer
Tonya Triplett, Comm. Development Coordinator

Visitors:

Jimmy Anderson, Edison Jennings, Barry Proctor,
David Winship, Ferris Ellis, Steve Jett, Rich
Macbeth, David Wallace, and others

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Greg Kelly, Town Member.

D. APPROVAL OF MINUTES

VIDEO (11:32)

On motion by Mr. Howard, seconded by Mr. Humphreys, the Council approved the January 11, 2017 Work Session Meeting Minutes and the January 11, 2017 Regular Meeting Minutes as presented.

The roll call vote was as follows:

Mr. Craig	Aye
Mrs. Patterson	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mayor Lowe	Aye

E. SPECIAL RECOGNITION

VIDEO 12:04

Recognition of Dillon McReynolds, 7th grader at E. B. Stanley Middle School. Dillon was the Region 1 winner in the Virginia Municipal League Essay Contest "*If I Were Mayor for a Day*". Mr. McReynolds read his essay and was presented with a town pin by Mayor Lowe.

F. PUBLIC COMMENTS

VIDEO 17:15

The following addressed Council:

- Jimmy Anderson, 254 B Street
- Edison Jennings, 247 E. Main Street
- Barry Proctor, 927 Woodlawn Terrace
- Ferris Ellis, 162 Marcus Way, Unit 7
- Steve Jett, 333 Court Street
- Rich Macbeth, 1139 Panorama Drive
- David Wallace, 377 Augusta Drive

**G. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES –
None**

H. SECOND READINGS OF ORDINANCES

VIDEO 46:43

Ordinance of the Council for the Town of Abingdon, Virginia to Repeal, Amend, and Reenact Zoning Ordinance Article 26. Definitions.

Deb Icenhour, Town Attorney reported that this is a second reading of approximately thirty-five definitions of terms offered as amendments to the existing Ordinance. Ms. Icenhour noted that the Ordinance had been recommended by the town's Planning Commission at their December 28, 2017 meeting. Ms. Icenhour noted that the first reading was held on January 11, 2017, this being the second reading, it was recommended that the Council approve and enact the amendment which would become effective in thirty days. Deb Icenhour and Sean Taylor, Planning Department, presented a brief overall of the proposed changes.

On motion by Mr. Humphreys, seconded by Mr. Howard, the Council approved the repeal, amendment and reenactment of Zoning Ordinance, Article 26. Definitions as presented to Council on January 11, 2017 and February 6, 2017 to be effective on March 6, 2017.

Mr. Craig	Aye
Mrs. Patterson	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mayor Lowe	Aye

I. CONSIDERATION OF ANY BIDS – None

J. REPORTS FROM THE TOWN MANAGER AND ASST. TOWN MANAGER

- 1. Consideration of award of contract for construction engineering and inspection services for the Green Spring Road Realignment project – Greg Kelly, Town Manager and John Dew, Dir. Of Public Services/Construction**

VIDEO 53:19

John Dew, Director of Public Services/Construction presented a proposal from AMT to provide construction engineering and inspection services for the Green Spring Road Realignment project. Mr. Dew stated this is the latest step in the Virginia Procurement policy as far as hiring a consultant to provide these services. After much discussion by Council, the following motion was made:

On motion by Mr. Humphreys, seconded by Mr. Howard, the Council authorized Greg Kelly, Town Manager to sign a contract with AMT for construction,

engineering, and inspection services for the Green Spring Road Realignment project. Council further authorized Mr. Kelly to execute a six-month contract with AMT once VDOT has authorized the bidding of construction for said project.

Mr. Craig	Aye
Mrs. Patterson	Nay
Mr. Howard	Aye
Mr. Humphreys	Aye
Mayor. Lowe	Aye

2. Consideration of Letter of Agreement between Abingdon Main Street and Virginia Main Street – Jennifer Montgomery, Director of Abingdon Main Street

Mayor Lowe noted that this matter had been discussed during the prior work session meeting and would be back on the agenda for the March 6, 2017 work session.

K. RESOLUTIONS - None

L. OLD BUSINESS OR MATTERS NOT COVERED AT WORK SESSION

At this time, Mayor Lowe noted Council was not able to discuss several work session items and would review those now.

•Consideration of properties available for purchase by the Town.

VIDEO 1:07:50

Mayor Lowe reported that the Town has been contacted by three property owners who wanted to sell the Town property and inquired if Council had any interest in acquiring the 3 properties listed on the work session agenda being 715 Mosby Street, SW; 284 B Street; and Highlands Union Bank property on Valley Street. After discussion between Council, the following motion was made:

On motion by Mr. Humphreys, seconded by Mr. Howard, the Council thanked these individuals for contacting the Town and allowing the Town first refusal on said properties, however at this time the Town is not interested in acquiring any of the three properties listed.

Mr. Craig	Aye
Mrs. Patterson	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mayor Lowe	Aye

•Update on partnership with Virginia Highlands Community College

VIDEO 1:14:33

Mr. Howard updated the Council and stated that several meetings had been held with Virginia Highlands Community College to promote a partnership to help our local participating merchants gain additional business from the approximately 1000 students, faculty and staff at the college. He reported that one of the projects involved the installation of banners that will be attached to the Town owned black lights poles on Main Street. Mr. Howard noted that the total cost of the banners was approximately \$5,500 of which Virginia Highlands Community College will pay one-half. Mr. Howard asked the Town to appropriate \$2,758.82 from Council contingency funds to fund the additional half of the costs of the banner installation. Ms. Patterson held up the banner design for the public to review.

On motion by Mr. Craig, seconded by Mr. Humphreys, for authorization for the appropriation of \$2,758.82 for the banner.

Mr. Craig	Aye
Mrs. Patterson	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mayor Lowe	Aye

At this time, Mr. Craig inquired if he could report on matters regarding his attendance at Bristol Virginia Utility board meetings.

In addition, Mr. Craig requested to make a motion regarding the question raised on the air quality at the proposed sports complex site.

On motion by Mr. Craig, seconded by Mrs. Patterson, it was requested that Mr. Kelly investigate firms to perform an air quality survey and give the Council recommendations on the suitability of the air.

Mr. Craig	Aye
Mrs. Patterson	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mayor Lowe	Aye

At this time, Mrs. Patterson commented on the presentation by Kathy Shearer and Charles Bartlett in the earlier work session relative to the possibility of grave sites located on the Meadows property. Ms. Patterson stated that she was taught to be very respectful of all grave sites but felt that the Town should investigate its property before construction began on the proposed Meadows project.

On motion by Mrs. Patterson, seconded by Mr. Craig, it was requested that Kathy Shearer, Charles Bartlett and a crew be allowed to do a study on the Town owned portion of the property known as the Meadows for the purpose of locating any potential grave sites.

Prior to the Motion being voted on, Mrs. Patterson withdrew her Motion and Mr. Craig withdrew his second.

At this time, Mr. Craig made a motion, seconded by Mrs. Patterson, to request that Mr. Kelly seek written proposal from qualified firms for quotes to do a study to investigate the location of possible unmarked gravesites on the Town owned 40 acres property known as the Meadows.

Mr. Craig	Aye
Mrs. Patterson	Aye
Mr. Howard	Aye
Mr. Humphreys	Nay
Mayor Lowe	Nay

M. APPOINTMENTS TO BOARDS AND COMMITTEES

VIDEO 1:55:33

On motion of Mr. Howard, seconded by Mr. Craig, to postpone making the appointments until the next Council meeting on March 6, 2017. The roll call vote was as follows:

Mr. Craig	Aye
Mrs. Patterson	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mayor Lowe	Aye

N. COUNCIL MEMBER REPORTS

VIDEO 1:37:40

Mayor Lowe addressed concerns by David Wallace with regard to tree trimming located in the area behind Long John Silvers.

Mrs. Patterson reported that several members went to Richmond in which she had conversations Delegate Pillion, Delegate O'Quinn and Representative Terry Kilgore and Senator Carrico. Mrs. Patterson inquired if the Council had any input into the recently released Town of Abingdon Engagement Survey. Discussion ensued between the Mayor and Mrs. Patterson relative to the citizen engagement survey. Mayor Lowe asked that the Council members review their email on a more regular basis and respond in a timely matter to all matters of importance.

Mr. Humphreys addressed the issue of the results of a survey published in the *Bristol Herald Courier* on December 17 relative to the Meadows property.

On motion of Mr. Humphreys, seconded by Mrs. Patterson, the meeting was recessed until the Wednesday, February 8, 2017 meeting. The roll call was as follows:

Mr. Craig	Aye
Mrs. Patterson	Aye
Mr. Howard	Aye
Mr. Humphreys	Aye
Mayor Lowe	Aye

Cathy C. Lowe, Mayor

Cecile Rosenbaum, Town Clerk

**TOWN OF ABINGDON
RECESSED MEETING FROM FEBRUARY 6TH, 2017
WEDNESDAY, FEBRUARY 8, 2017 – 12:00 NOON
ARTHUR CAMPBELL MEETING ROOM – MUNICIPAL BUILDING**

A Recessed meeting of the Abingdon Town Council was held on Wednesday, February 8, 2017 at 12:00 noon in the Arthur Campbell meeting room of the Municipal Building.

A. ROLL CALL

Members of Council Present:

Mrs. Cathy Lowe, Mayor
Mr. Richard E. Humphreys, Vice Mayor
Mr. Robert M. Howard
Mr. J. Wayne Craig
Ms. Cindy Patterson

Administrative Staff:

Gregory W. Kelly, Town Manager
Cecile Rosenbaum, Town Clerk/Asst. Town Manager
Deborah Icenhour, Town Attorney
Chuck Banner, Treasurer/Dir. of Finance
Stacey Reichler, Dir. of Human Resources

The following items were discussed by Council:

1. Mayor Lowe noted that Council had recessed the February 6th meeting and this meeting was back in session. Mayor Lowe noted that this meeting was scheduled for the purpose of reviewing the proposed Town of Abingdon Personnel Manual.
2. Council members agreed that they would review the manual page by page and discuss any questions or modifications that they had. Ms. Reichler noted the changes agreed on by Council as each page was reviewed.
3. Mayor Lowe stated during the review of page 26 of the manual, Annual Leave Options, she would like to be on the record as being an employee of the Virginia Highlands Small Business Incubator and did not comment on the subject.
4. Ms. Patterson stated that she would like to be on the record as stating that this meeting was advertised as a work session meeting, not a recessed meeting.
5. Mayor Lowe inquired if the Council members had received answers to all their questions about the manual and consensus was that the manual was ready for revision with the changes noted by

Ms. Reichler. Ms. Reichler indicated she would be making the revisions and the manual would be distributed to staff in the coming weeks.

6. Mayor Lowe reported on a recent Metropolitan Planning Organization meeting she attended.
7. Mr. Kelly commented that he had attended several meetings with Todd Christensen and Bill Shelton with Department of Housing and Community Development regarding the status of Heartwood. Mr. Kelly noted that DHCD had asked if the town would be willing to take over the operation of Heartwood in the next few months. Discussion ensued and Mayor Lowe indicated that Council agreed that it was too large of a financial obligation for the town and asked Mr. Kelly to let the DHCD representatives know that the town was unable to accommodate their request.

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Cathy C. Lowe Mayor

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Cecile M. Rosenbaum, Town Clerk

On Feb 9, 2017, at 5:00 PM, Deborah C. Icenhour wrote:

Mr. Harris,

I am responding to the question you sent recently to Mr. Greg Kelly, Abingdon's Town Manager, regarding your information and signature on the petitions that the Town has placed online at its governmental website.

I will begin by stating that there is no exception or exemption for one voluntarily placing his/her signature on petitions such as the one you signed on behalf of the Friends of Abingdon. The petition(s) became public record(s) when they were presented to the Council of the Town of Abingdon at its January 11, 2017 meeting. Pursuant to the Code of Virginia, 1950, as amended, §2.2-3705.1(10) and §2.2-3801, you would have been required to make a request to the custodian of the records (simultaneously as petitions were tendered) that he/she requested the information not be disclosed in order for the Town of Abingdon to be obligated to consider the exclusion of either the information and/or signature that you voluntarily placed upon said petitions. Also, a court's protective order could serve as an exclusion/ exception to records being subject to Virginia Freedom of Information Act. When presented as they were to Council in an open meeting, said petitions became subject to Virginia FOIA. The Town's departments have worked quite diligently to place a wide variety of public documents online to allow for citizen's easy access to the information and to continually increase the scope of open government. If the records or documents, etc. are subject to FOIA, there's no reason to not offer the public access to them. If the Town attempted to suppress it with no proper exemption or exception, such an act could be held in violation of FOIA.

The term "Personal information", as defined in the Code of Virginia, 1950, as amended, §2.2-3801, is silent with regard to signatures, and as a result of your concern I verified same with the Virginia FOIA Council. Further, much information that is considered "personal" is actually referred to as "routine" and is easily accessible via multiple sites online as well as other sources, thus can be accessed in a number of ways. For example, if you own real estate then there are documents that are recorded in the Circuit Court Clerk's Office that are additional sources for obtaining samples of your signature, and such records are open and accessible to the public. The term "Protected personal information" would include, but is not limited to, social security number(s), driver's license number(s), birthdate(s), financial information, and tax & health information, all of which hold exemptions from disclosure. Signatures are not specifically addressed pursuant to the exemptions set forth.

For these reasons, the copies of the signed petitions which were given to the Town Council at its January 11, 2017 meeting will remain posted online accessible to the public with other public records and documents.

I hope this explanation proves satisfactory regarding your concerns. Thank you for your correspondence.

Sincerely,

Deborah Coffey

Abingdon Town Attorney

Icenhour

Officer

Freedom of Information Act

133 West Main Street  
P.O. Box 789  
Abingdon, Virginia 24212  
[dicenhour@abingdon-va.gov](mailto:dicenhour@abingdon-va.gov)  
276.492.2138 (office)  
276.698.3328 (fax)

*This communication is intended only for the use of the intended individual or entity to whom it is addressed. It may contain information that is privileged, confidential, and exempt from disclosure under law. If you are not the intended recipient, or the employee or agent responsible for delivering this communication to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication without the express written permission of the sender or the collective majority of the Abingdon Town Council is strictly prohibited. If this communication is misdirected or if transmission difficulties arise, please call (276) 628-3167 and speak to the Town Manager or the Town Attorney.*

**From:** Warren M.Harris [<mailto:wmharris@embarqmail.com>]  
**Sent:** Friday, February 10, 2017 3:10 PM  
**To:** Deborah C. Icenhour <[dicenhour@abingdon-va.gov](mailto:dicenhour@abingdon-va.gov)>  
**Cc:** Greg Kelly <[gkelly@abingdon-va.gov](mailto:gkelly@abingdon-va.gov)>; Tony Sullivan <[psullivan@abingdon-va.gov](mailto:psullivan@abingdon-va.gov)>; Cathy Lowe <[clowe@abingdon-va.gov](mailto:clowe@abingdon-va.gov)>; Rick Humphreys <[rhumphreys@abingdon-va.gov](mailto:rhumphreys@abingdon-va.gov)>; Cindy Patterson <[cpatterson@abingdon-va.gov](mailto:cpatterson@abingdon-va.gov)>; Wayne Craig <[wcraig@abingdon-va.gov](mailto:wcraig@abingdon-va.gov)>  
**Subject:** [BULK] Re: Petitions online  
**Importance:** Low

Ms. Icenhour,

After reading your email of Feb. 9, I'm sorry to have to tell you that you missed the main point of my emails. I did not say the Town was "obligated" to blur or block the signatures. I said that the Town was aiding people who might have criminal intent by making citizens' signatures available on the internet, and that the Town should stop doing this, regardless of what the law allows. It is irresponsible in the extreme. I also offered a simple, quick, easy fix.

Furthermore, it is not true that people's signatures are "easily accessible via multiple sites online as well as other sources." This is only true of names, addresses, and possibly phone numbers.

In other words, this is a matter of crime prevention, common sense, and responsible behavior, not law.

Here is the real question, and I would be glad to receive your thoughts on it if you care to share them with me:

Do you consider it to be appropriate for local government officials to offer criminals assistance in committing identity theft and related financial crimes against its citizens, when a simple graphic procedure to blur signatures could prevent this, while providing to the public exactly the same documents with printed names and addresses visible and unaltered?

Sincerely,

Warren

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Warren M. Harris  
274 Bradley Street  
Abingdon, VA 24210

TEL 276.628.5342

On Feb 22, 2017, at 11:38 AM, Warren M.Harris <[wmharris@embarqmail.com](mailto:wmharris@embarqmail.com)> wrote:

Madame Mayor, Mr. Vice Mayor, Mr. Howard, Mrs. Patterson, and Mr. Craig,

I spoke on February 13 with Mr. Kelly, our Town Manager, and requested he authorize the blacking out of signatures on the electronic images of the Meadows petitions which the Town has put online. He declined, but he said he would seek a consensus of the Town Council on the matter. As I promised, I have sent him a summary of the matter, and I am sending the same to you so that you will have an opportunity to give some advance thought to it before forming your views. Below is

**--my request that the Town black out the signature portions of the images of the Meadows petitions which have been for some time displayed on the Town website;**

**--the reason I believe it is important to do this as soon as possible; and**

**--the quick, easy, low- or no-cost procedure for doing so.**

#### **SUMMARY:**

- 1. The petitions now displayed without having the signature portion blacked out are a treasure trove for criminals with intent on committing identity theft and other crimes.**
- 2. I am not requesting that the petitions themselves be removed from the Town website, or that any portion of them be blacked out except the signature sections. The names and addresses would remain as they are now. The information itself would still be there, but the images would no longer be an invitation to crime.**
- 3. I am requesting that the Town voluntarily black out the signatures. This is not a matter of law, but of crime prevention, common sense, and responsible use of power.**
- 4. This is not a far-fetched possibility or a trivial matter that is unlikely to happen in Abingdon, but a matter of very widespread and serious crimes that happen everywhere in this country and often overwhelm limited police resources. According to the Federal government's Bureau of Justice statistics, "about 7% of persons age 16 or older were victims of identity theft in 2014," the latest year with statistical data available.**

In fact, the very first person to whom I mentioned my concern about the identity theft possibility was a friend I happened to encounter in the Abingdon Kroger store, and his response was, "Oh, I know! It happened to me!" Nor is this a theoretical issue on my part, since my older son was the victim of identity theft, something that went on for years and was the source of extreme inconvenience and worry. Furthermore, there are of course **other crimes involving fraudulent use of signatures**, for example, involving bank accounts, something that can be equally inconvenient and worrisome even though they are not covered in the technical term of "identity theft," making the criminal potential a good deal greater than 7 per cent.

5. A Town official recently sent me an email to the effect that the Town's putting its citizens' signatures together with their addresses on the internet was not a problem because signatures were already easily accessible on the internet. **Actually, even signatures alone are not already easily accessible on the internet, except in the case of public or historical figures. Anybody who spends some time searching, as I did, will soon discover that fact.** I found only signatures of historical and public figures, mostly celebrities, and a few handwriting sample signatures with generic names not associated with an identified individual and address. If anyone doubts this, I invite that person to do his or her own search and then please let me know where to find the easily accessible names of any specifically identified individuals not historical or public figures.

6. **The Town is providing not only signatures but also addresses, thereby pinpointing the potential victim as an individual in a specific location and facilitating a criminal's search.**

7. And even worse, **the Town is providing a very large number of signatures in one place, giving criminals, as a starting point, one of the most difficult pieces of their evil puzzle -- in fact, of over 600 puzzles.** This allows them to correlate, one after another, over six hundred individuals and their signatures with other data they collect. **The large number significantly increases the odds in favor of the criminal's success** in being able to hit upon a winning combination and put a puzzle together against an individual.

8. **The blacking out of the signature section of the electronic images of the petitions is a quick, simple, easy, low- or no-cost procedure that can be performed in a very brief time (about an hour, or two at most) by any employee of the Town familiar with a graphics program like Photoshop or something similar.** I myself could do this very easy blackout procedure on all the petitions in about an hour using my home computer and a graphics software program, both of which are several years old. The Town certainly owns and its employees use graphics software, as evidenced by the Wolf Whistle and other graphic art and technical products regularly made by the Town. **Replacing the current images on the internet with the partially blacked-out images is a simple matter that could easily be done by an IT person with a very brief internet downtime.**

9. In the extremely rare instance that someone might question the authenticity of a name, **the signature on the unaltered original petition could of course be viewed, and a statement to this effect could very easily be placed at the beginning of the online petition images.**

**In sum, there is no legitimate reason for leaving the signatures in view, much less one that outweighs the significant invitation to criminal behavior against Abingdon citizens that they are.**

Thanks for considering my views.

Sincerely,

Warren

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Warren M. Harris  
274 Bradley Street  
Abingdon, VA 24210

TEL 276.628.5342

2015-2017 Applications

| DATE       | COMMITTEES WILLING TO SERVE ON                               | NAME               | ADDRESS                                       |
|------------|--------------------------------------------------------------|--------------------|-----------------------------------------------|
| 6/2/2015   | Planning Commission                                          | Michael Weaver     | 610 Colonial Road SW                          |
| 6/4/2015   | Planning Commission, or all others                           | John Honeycutt     | 466 Court Street Abingdon                     |
| 6/19/2015  | Planning Commission                                          | Sue Ann Morris     | 278 Henderson Court                           |
| 6/24/2015  | Planning Commission                                          | Mark Goodman       | 305 Bogey Drive                               |
| 6/26/2015  | Planning Commission                                          | Doug Ellis         | 135 Longview Drive                            |
| 7/22/2015  | Sustain Abingdon                                             | Sherri Leab        | 16088 Majestic Dr., Bristol Works in Abingdon |
| 7/30/2015  | Sustain Abingdon                                             | Tom McMullen       | 267 Whites Mill Road                          |
| 7/31/2015  | Sustain Abingdon                                             | Tim Wade           | 14629 Branch Street                           |
| 8/28/2015  | HPRB                                                         | James Bunn II      | 153 Valley Street NE                          |
| 8/25/2015  | HPRB                                                         | Doug Covington     | 898 Fern Lane, Marion Works in Abingdon       |
| 8/30/2015  | Planning Commission                                          | Evie J. Hunt       | 22638 Remington Dr. Works in Abingdon         |
| 9/1/2015   | Planning Commission, BZA                                     | Kenny Shuman       | 164 West Valley Street                        |
| 9/1/2015   | HPRB                                                         | Franklin D. Brown  | 219 Buckingham Court                          |
| 9/7/2015   | Planning Commission                                          | Joe Levine         | 350 Green Spring Road                         |
| 9/7/2015   | Planning Commission, BBCA,BZA,EDA,HPRB,Sustain, Incubator    | Don Adams          | 20080 Tall Oaks Drive                         |
| 9/9/2015   | Tree Commission                                              | Chris Sullivan     | 172 Country Club Drive                        |
| 9/14/2015  | Sustain Abingdon                                             | Barbara Williamson | 499 Nicholas Street SE                        |
| 9/14/2015  | BBCA, BZA,HPRB,Muster Grounds Planning Commission, Sustain   | Fred Johnson       | 164 Park Street                               |
| 9/14/2015  | Sustain Abingdon                                             | Tracy Underwood    | 16316 Granda Pl.                              |
| 9/15/2015  | Sustain Abingdon                                             | Thomas Keys        | 100 Trailview Drive                           |
| 9/21/2015  | Fairview                                                     | Mark Hagy          | 790 Falcon Drive                              |
| 10/13/2015 | Redevelopment & Housing                                      | Mike Rush          | 610 Colonial Road SW                          |
| 10/23/2015 | Sinking Springs CemeteryCommittee                            | Michael Farris     | 15326 Greenway Rd Meadowview, Town Business   |
| 11/21/2015 | Fairview                                                     | Michael Hagy       | 322 Morningside Lane                          |
| 10/16/2015 | Sinking Springs CemeteryCommittee                            | Sigrid Phillips    | 445 Circle Drive                              |
| 5/5/2016   | Planning Commissoin or HPRB                                  | Jayne Duehring     | 128 Crestview Drive                           |
| 6/6/2016   | HPRB                                                         | Byrum Geisler      | 228 East Main Street                          |
| 8/1/2016   | EDA, HPRB, Sustain Abingdon, VA. Highlands Small Bus, Incub. | Chase Mitchell     | 829 Taylor St., Bristol,TN Works at WKM       |
| 8/12/2016  | HPRB, Muster Ground                                          | Justin Gobble      | 22175 Twin Oaks Rd. E&H Student               |
| 8/18/2016  | EDA, Planning Commisson, TAC                                 | Kathleen Bundy     | 19349 Old Jonesboro Road, Works at Barter     |
| 8/19/2016  | Muster Grounds, Tree Commission, Incubator, EDA              | Tarn Rosenbaum     | 180 Crestview Drive                           |
| 8/18/2016  | Sustain Abingdon, BZA, HPRB, Planning Commission             | Bradley Conkle     | 29085 Hart Run Drive                          |
| 8/26/2016  | BZA                                                          | John Kelly         | 215 Longview Drive Abingdon                   |

**RED = Placed on a Committee**



2015-2017 Applications

|                                                                             |                              |                                           |
|-----------------------------------------------------------------------------|------------------------------|-------------------------------------------|
| <b>8/29/2016 EDA, Planning Commission</b>                                   | <b>Shana Carrico</b>         | <b>368 Beverly Drive Abingdon</b>         |
| <b>8/30/2016 EDA</b>                                                        | <b>James Turner</b>          | <b>325 Morningside Lane, NE, Abingdon</b> |
| <b>9/5/2016 BZA,EDA,Tree Commission, VA. Highlands Small Bus. Incubator</b> | <b>Edward Morgan</b>         | <b>259 Bradley Street, Abingdon</b>       |
| <b>Willing to serve on any and all committies</b>                           | <b>Rich Macbeth</b>          | <b>1139 Panorama Drive Abingdon</b>       |
| <b>11/3/2016 Sustain Abingdon</b>                                           | <b>Gina Patrick</b>          | <b>26481 Watauga Road Works at ASD</b>    |
| <b>11/17/2016 Sustain Abingdon, Tree commission</b>                         | <b>Melissa Kalb</b>          | <b>1151 Panorama Dr.</b>                  |
| <b>1/12/2017 EDA, HPRB, Planning, Sustain Abingdon, TAC, VHSBI</b>          | <b>Randy J. LaFollette</b>   | <b>22464 Watauga Road</b>                 |
| <b>1/23/2017 HPRB</b>                                                       | <b>Kristi Hartshorn</b>      | <b>356 Augusta Drive</b>                  |
| <b>1/23/2017 HPRB</b>                                                       | <b>Stephen C. Jett</b>       | <b>333 Court Street, NE</b>               |
| <b>1/23/2017 EDA, HPRB, Planning, Tree Commission</b>                       | <b>Carr Blankenship, III</b> | <b>861 Barclay Drive</b>                  |

**RED = Placed on a Committee**



**Town of Abingdon  
Board and Commission Application**

The Abingdon Town Council has adopted this application for use by individuals interested in appointment to any of the Town's advisory boards and commissions. To ensure your application will receive full consideration, please answer all questions completely. Questions? Call 628-3167

Return this application either online, in person, by mail or by fax to the Town of Abingdon, ATTN: Town Manager, P.O. Box 789, 133 West Main Street, Abingdon, VA 24212. FAX 276-698-3328

**\*\*\*PLEASE PRINT OR TYPE\*\*\***

**PERSONAL INFORMATION**

Name Carr Blankenship, III Date 1/19/2017

Address 861 Barclay Drive City/State Abingdon/VA Zip 24210

Do you live inside the Town limits of Abingdon? YES  NO

Telephone: Home 2762105111 Work \_\_\_\_\_  
Cell \_\_\_\_\_ Fax \_\_\_\_\_

Email Address: (required) wcblanken@gmail.com

PLACE OF EMPLOYMENT CSRA, Inc

Address 3170 Fairview Park Dr, Falls Church, VA 22042

Description of job duties: Software Quality Assurance Team Lead. Manage two software testing teams under the Veteran's Affairs' Education and Chapter 33 applications.

**EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.**

Appalachian State University - 2003 to 2005

Radford University - 2006 to 2007

**BOARD PREFERENCE**

Are you currently serving on a board or commission of the Town of Abingdon? Yes  No

rec 1/23/17

If so, which Board(s) or Commission(s)? \_\_\_\_\_

When do(es) your present term(s) expire? (mm/yy) \_\_\_\_\_

**Town of Abingdon  
Board and Commission Application**

Have you ever served on any boards or commissions in the past either here or in other localities?

Yes \_\_\_ No X

If so, what were they and when did you serve?

\_\_\_\_\_

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

Planning Commission, Economic Development Authority, Historic Preservation Review Board, Tree Commission

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

I am newly married and just relocated from Russell County to Abingdon. I believe I will be a service to the

Abingdon community by helping maintain local businesses and bring new business to the area. I have

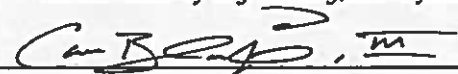
a strong background in Information Technology which I hope will help this Commission and the town of

Abingdon to remain a staple in Southwest Virginia and to keep current with today's technology. I hope to help

Abingdon grow both in the residential and commercial realms. I have a strong foundation in this town and plan

to stayed rooted here for many years to come.

*To the best of my ability, all information on this application is truthful.*

SIGNATURE 

**Thank you for your interest in appointment to the Town of Abingdon's Advisory Boards and Commissions.**

Members of the Planning Commission, Economic Development Authority, Board of Zoning Appeals, and Housing and Redevelopment Authority are required to complete a Statement of Economic Interest.

Please check any other committees you are willing to serve on

|                                                                        |                                                                      |
|------------------------------------------------------------------------|----------------------------------------------------------------------|
| <input type="checkbox"/> Board of Building Code Appeals                | <input checked="" type="checkbox"/> Planning Commission              |
| <input type="checkbox"/> Board of Zoning Appeals                       | <input type="checkbox"/> Recreation Advisory Commission              |
| <input checked="" type="checkbox"/> Economic Development Authority     | <input type="checkbox"/> Sinking Springs Cemetery Committee          |
| <input type="checkbox"/> Fairview Committee                            | <input type="checkbox"/> Sustain Abingdon Committee                  |
| <input checked="" type="checkbox"/> Historic Preservation Review Board | <input type="checkbox"/> Tourism Advisory Committee                  |
| <input type="checkbox"/> Housing and Redevelopment Authority           | <input checked="" type="checkbox"/> Tree Commission                  |
| <input type="checkbox"/> Muster Grounds Steering Committee             | <input type="checkbox"/> Virginia Highlands Small Business Incubator |



**Town of Abingdon  
Board and Commission Application**

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Return this application either online, in person, by mail or by fax to the Town of Abingdon, ATTN: Town Manager, P.O. Box 789, 133 West Main Street, Abingdon, VA 24212. FAX 276-698-3328

**\*\*\*PLEASE PRINT OR TYPE\*\*\***

**PERSONAL INFORMATION**

Name Krist Hartshorn Date 1/21/17

Address 356 Augusta Drive City/State Abingdon, VA Zip 24211

Do you live inside the Town limits of Abingdon? YES  NO

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_  
Cell (276) 492-6654 Fax \_\_\_\_\_

Email Address: (required) kristihartshorn@gmail.com

PLACE OF EMPLOYMENT Retired- Washington County Schools

Address \_\_\_\_\_

Description of job duties: Speech/Language Therapist

**EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.**

B.S. Penn State University- 1980  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BOARD PREFERENCE**

Are you currently serving on a board or commission of the Town of Abingdon? Yes \_\_\_\_\_ No

rec 1/23/17

If so, which Board(s) or Commission(s)? \_\_\_\_\_

When do(es) your present term(s) expire? (mm/yy) \_\_\_\_\_

**Town of Abingdon  
Board and Commission Application**

Have you ever served on any boards or commissions in the past either here or in other localities?

Yes    No   

If so, what were they and when did you serve?

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):  
**Historic Preservation Review Board**

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

*I have been a resident of the Town of Abingdon since 1994. In 2007 my husband & I purchased the very neglected property at 227 E. Main Street. We restored the house and operated it as a successful vacation rental property for 5 years. We now use it as a full time rental property. While restoring this cottage we worked with the Historic Preservation Board on choosing paint colors and I have a vested interest in the function of this board. By operating a cottage business I became aware of the importance of tourism in our town, as well as the importance of rental properties and necessity of maintaining the Historic District.*

*To the best of my ability, all information on this application is truthful.*

SIGNATURE *Krista Harts*

**Thank you for your interest in appointment to the Town of Abingdon's Advisory Boards and Commissions.**

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Please check any other committees you are willing to serve on

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| <input type="checkbox"/> Muster Grounds Steering Committee             | <input type="checkbox"/> Virginia Highlands Small Business Incubator |



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**\*\*\*PLEASE PRINT OR TYPE\*\*\***

**PERSONAL INFORMATION**

Name Randy J. LaFollette Date January 12, 2017

Address 22464 Watauga Rd City/State Abingdon, VA Zip 24211

Do you live inside the Town limits of Abingdon? YES  NO

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_  
Cell 423-585-7452 Fax \_\_\_\_\_

Email Address: (required) iotaomicron492@hotmail.com

PLACE OF EMPLOYMENT Retired

Address \_\_\_\_\_

Description of job duties: \_\_\_\_\_

**EDUCATIONAL BACKGROUND** Please list including names of all schools and years attended.

East Tennessee State University

Johnson City, Tennessee

B.S. Communications

1986

**BOARD PREFERENCE**

Are you currently serving on a board or commission of the Town of Abingdon? Yes  No

If so, which Board(s) or Commission(s)? \_\_\_\_\_

When do(es) your present term(s) expire? (mm/yy) \_\_\_\_\_

*Town of Abingdon  
Board and Commission Application*

Have you ever served on any boards or commissions in the past either here or in other localities?

Yes\_\_ No

If so, what were they and when did you serve?

\_\_\_\_\_  
\_\_\_\_\_

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

Abingdon Historic Preservation Review Board

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

I have plenty of time, since I am retired.

I have shown my ability to handle the public, in several areas.

I have extensive experience with Bristol Broadcasting, and several other radio outlets.

I have management experience in several different business applications.

*To the best of my ability, all information on this application is truthful.*

SIGNATURE Randy J. LaFollette

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Please check any other committees you are willing to serve on

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\*\*\*PLEASE PRINT OR TYPE\*\*\*

PERSONAL INFORMATION

Name Stephen C. Jett Date 1-23-16

Address 333 Court St, NE, Abingdon City/State VA Zip 24210-2921

Do you live inside the Town limits of Abingdon?  YES  NO

Telephone: Home 276-676-2292 Work \_\_\_\_\_  
Cell \_\_\_\_\_ Fax \_\_\_\_\_

Email Address: (required) scjett@hotmail.com

PLACE OF EMPLOYMENT retired

Address \_\_\_\_\_

Description of job duties: former professor of Geography & Textiles and Clothing, teaching, research and writing, public service

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

- The University School, diploma cum laude, 1950-1956
- Princeton University, AB cum laude, 1956-1960 (Geology)
- University of Arizona, 1963, special student (Anthropology)
- Johns Hopkins University, Ph.D., 1960-1964 (Geography)

BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Abingdon? Yes \_\_\_ No

rec 1/23/17



If so, which Board(s) or Commission(s)? \_\_\_\_\_

When do(es) your present term(s) expire? (mm/yy) \_\_\_\_\_

Town of Abingdon  
Board and Commission Application

Have you ever served on any boards or commissions in the past either here or in other localities?

*in Abingdon, board of viewers for a traffic-management study* Yes  No  *in Davis, CA, on Historic and Landmarks Commission (1969-73), General Plan Noise Element Study Committee (1974-1976), Ad Hoc Citizen's Noise Committee (Chair, 1997-1998), Bicentennial Committee (1975-1976)*

If so, what were they and when did you serve? \_\_\_\_\_  
\_\_\_\_\_

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

Historic Preservation Review Board

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it be helpful?

*I am a retired professional geographer among whose specialties are culture-historical geography, resource and environmental conservation, tourism resources and planning. I have a personal interest in historic preservation and have restored four historic houses in France. The essence of Abingdon is its historic-architectural heritage, which in turn supports its economic mainstay, tourism. I would like to help maintain and enhance this legacy.*

*To the best of my ability, all information on this application is truthful.*

SIGNATURE \_\_\_\_\_

*Steph C. Jett*

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