

**TOWN OF ABINGDON
WORK SESSION
WEDNESDAY, NOVEMBER 14, 2018 – 4:30 PM
ARTHUR CAMPBELL ROOM – MUNICIPAL BUILDING**

A work session of the Abingdon Town Council was held on Wednesday, November 14, 2018 at 4:30 pm in the Arthur Campbell Room in the Municipal Building.

- A. **WELCOME-** *Mayor Craig*
- B. **ROLL CALL** – *Kimberly Kingsley, Clerk*

Members of Council Present:

- Mr. Bradley
- Mrs. Quetsch
- Mr. Webb
- Ms. Patterson
- Mayor Craig

- C. **PUBLIC COMMENTS** – Please place your name on the sign-up sheet provided and comments are limited to three (3) minutes per person. **(Video 2:13 – 2:43)**

No comments

- D. **PROCLAMATION (Video 2:45 – 4:49)**

- 1. Proclamation recognizing November 2018 as National American Indian Heritage Month
– *Cindy Patterson, Vice Mayor*

Vice Mayor Cindy Patterson read the Proclamation recognizing November 2018 as National American Indian Heritage month. Ms. Patterson thanked Lewis Hagy for bring the information forward and presented him with framed Proclamation.

- E. **REPORTS FROM INTERIM TOWN MANAGER**

- 1. Discussion regarding completing the parking lot and wheelchair friendly walkway from parking lot to Muster Ground Visitor Center prior to September 2019 - *Jayne Duehring, Director of Tourism (Video 4:52 – 13:02)*

Jayne Duehring, Director of Tourism, stated that the Town owns a sizeable parcel of land located near Hagy/Fugate Street requesting that this area be considered for parking for events held at the Muster Ground Visitor Center. Discussion ensued regarding how to accommodate parkings and

walkways. Mayor Craig stated that a cost estimate would need to be provided and present during the budget meetings.

2. Discussion regarding the economic impact and challenges/opportunities affecting Tourism and the Virginia Tourism Corporation. – Jayne Duehring, Director of Tourism (Video 13:03 – 35:30)

Jayne Duehring, Director of Tourism, together with Lisa Quigley with Virginia Creeper Trail Club; Emily Mayo with Outdoor Recreation with Friends of Southwest Virginia; Tonya Triplett, Community Development Coordinator, Floyd Bailey, Director of IT, and Kevin Worley, Director of Outdoor Recreation and Parks met to discuss a new adventure, "Great Knob Mountain Bike Park" for land currently owned by the Town of Abingdon.

Mrs. Duehring asked Council to consider moving forward with the envision stage with International Mountain Bike Association for \$20,000. Discussion ensued regarding procurement, whereas Cameron Bell, Counsel stated the matter would be researched. Mrs. Duehring disclosed that she was approached by a source offering \$10,000. Council agreed to place the matter on the December 3, 2018 meeting agenda.

3. Discussion regarding Non-Departmental Budget memo – Interim Town Manager (Video 1:12:05 - 1:16:41)

Mayor Craig reported that he foresees the Town having a revenue shortfall this year and revenue adjustments may be needed proposing to look at non-departmental expenditures. Mayor Craig suggested that members review last year's expenditures, make suggestions where they would be willing to reduce and return to Chuck Banner, Director of Finance. Mayor Craig requested that Mr. Banner give a report at the December 11, 2018 work session.

4. Discussion regarding administration of the Annual Leave Option 2 (Paid Time Off) policy – Stacey Reichler, Director of Human Resources (Video 35:31 – 1:11:31)

Stacey Reichler, Director of Human Resources, presented proposed changes to the Town's Annual Leave Option 2 (Paid Time Off) policy addressing each separately. Mrs. Reichler stated that the Council must approve the time given to new employees and sick leave for employees not on the PTO plan be vested for five years to receive payout. Mr. Bradley questioned why five years. Mrs. Reichler stated that this was typical and Mr. Banner stated that it was Virginia Retirement System standard. Mayor Craig questioned whether these changes were presented to the staff. Discussion ensued. Floyd Bailey, Director of IT, spoke regarding his concerns. Lewis Hagy spoke regarding how sick leave implemented with his employer. A lengthy discussion continued. Vice Mayor Patterson requested additional information. Council decided that this matter be reconsidered after hearing information regarding the audit from Brown Edwards at the December 3, 2018 meeting.

5. Consideration of date for "Going Forward" Council retreat – *Cindy Patterson, Vice Mayor*
(Video 1:16:42 – 1:26:17)

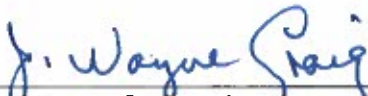
Vice Mayor Patterson communicated to Council a one-day retreat to discuss goals and other concerns facilitated by Peg Ayers with Ayers and Company Consulting. After discussion, Council agreed on December 12, 2018 at 2:30 pm requesting Tonya Triplett to arrange a location for the meeting. Council also requested that Kenneth Vittum, Interim Town Manager invite appropriate staff.

E. COUNCIL MEMBER REPORTS (Video 1:26:19 – 1:33:00)

Mayor Craig stated that the benefits for the employees may need additional work and discussion with Mr. Vittum to consider other changes to the personnel manual and requested this matter be placed on the December 11, 2018 work session.

Kim Kingsley, Clerk, advised Council that Legislative Day is scheduled for January 24, 2019. Mayor Craig asked that this matter be placed on the December 3, 2018 agenda to discuss. The Clerk also invited the Council to employee breakfast on December 5, 2018. Discussion regarding the tree lighting and parade were discussed.

Mayor Craig adjourned the meeting.



J. Wayne Craig, Mayor



Kimberly Kingsley, Clerk