

**TOWN OF ABINGDON
COUNCIL WORK SESSION
WEDNESDAY, APRIL 17, 2013 – 6:30 P.M.
DOWNSTAIRS MEETING ROOM – MUNICIPAL BUILDING**

A Work session meeting of the Abingdon Town Council was held on Wednesday, April 17, 2013 at 6:30 p.m. in the downstairs meeting room of the Municipal Building.

A. ROLL CALL

Members of Council Present: Mayor Edward B. Morgan
Mrs. Cathy Lowe, Vice Mayor
Mr. Jason N. Berry
Mr. Richard E. Humphreys
Mr. Robert M. Howard

Administrative Staff: Gregory W. Kelly, Town Manager
Cecile M. Rosenbaum, Town Clerk
Garrett Jackson, Asst. Town Manager/Dir. of Planning
Deborah Icenhour, Town Attorney
John Dew, Dir. of Public Services/Construction
Mark Godbey, Town Treasurer

The following items were discussed by Council:

1. Floyd Bailey, Director of Information Technology reported on the bids received for the acquisition of a new software package ERP (Enterprise Resource Planning) system that will replace current software the town is using in the Finance Department. Mr. Bailey explained that the new software package is designed to more efficiently handle accounts payable and purchasing, asset management, cash receipts, project and grant accounting, budget preparation and bank reconciliation. Mr. Bailey noted that he and several staff members had visited a neighboring locality currently using the new software and were very positive about its benefits and capabilities. Mr. Bailey indicated that he had received 2 bids for the ERP system and recommended that the town consider awarding the bid to Edmunds and Associates in the amount of \$87,000. Mr. Kelly confirmed that the funding amount had been included in the FY 2013/2014 budget.

On motion of Mr. Humphreys, seconded by Mr. Berry, the Council awarded the bid for the acquisition of an Enterprise Resource Planning (ERP) system from Edmund and

Associates for the amount of \$87,000 and further authorized the Town Manager to execute the purchase agreement for the system.

The roll call vote was as follows:

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| Mr. Howard | Aye |
| Mr. Humphreys | Aye |
| Mr. Berry | Aye |
| Mrs. Lowe | Aye |
| Mayor Morgan | Aye |

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2. Mr. Kelly reported that the Council had received his Budget Message for FY 2013/2014, in addition to the draft budget printout received at the April 1<sup>st</sup> meeting, and inquired if there were any questions or discussion. Mr. Kelly commented that the Council had previously agreed to appropriate \$50,000 to the Abingdon Housing Authority for their Warm, Safe and Dry program and noted that amount was to come from remaining Council contingency funds in the FY 2012/2013 budget. Mr. Kelly noted that he had a meeting with Rick Rose, Director of the Barter Theatre regarding the additional renovation costs Barter had requested from the town and per Council direction, had negotiated a settlement amount of \$50,000 for the Barter renovation project. Mr. Kelly reported that part of the agreement with the Barter would include the town receiving all of the net profits from the January Jams music events for the next few years until such time as the town had recovered the amount of \$50,000. Mr. Kelly inquired if the Council would consider appropriating the \$50,000 from their 2012/2013 contingency fund for the Barter settlement now in order that it can be finalized in the current budget cycle and consider appropriating the \$50,000 previously agreed upon for the Housing Authority's Warm, Safe and Dry program, in the FY 2013/2014 cycle. Council members agreed that this was an acceptable plan and Mr. Kelly noted that he would proceed with the preparation of the Memorandum of Agreement with Barter.

Mr. Humphreys inquired about the installation of a crosswalk at the Russell Road property the town recently acquired to provide additional parking for Little League baseball.

Mrs. Lowe inquired about the Fairview at Abingdon site and the provisions of the reversionary clause in the current contract with the landowners. Discussion ensued about the plans for the site and Mr. Humphreys noted several projects that the Fairview Committee hopes to implement in the coming year. Mr. Jackson, Assistant Town Manager expressed his concern about the town's inability to apply for grant funds for the site because it does not meet guidelines set forth for grant projects.

3. C.J. McGlothlin, Code Enforcement Officer, provided a power point presentation on the updates necessary for the town's maintenance code provisions. Mr. McGlothlin provided examples of properties in town that met the guidelines for blight and indicated that the revisions and update of the maintenance code would improve his ability to handle blight situations and other building concerns in the town.

At this time, Council took a brief recess for a special event. Courtney Berry, wife of Council member Jason Berry, joined the meeting to share their daughter Ainsley Berry's first steps with her very proud father. Town Council and staff commented that they were honored to be part of such a special milestone for Ainsley.

4. Mr. Kelly reported that he had been meeting with landowners involved in the West Main Storm Drain matter and indicated that attorneys had been retained to represent their interests. Lengthy discussion ensued relative to options the town could use regarding the acquisition of property, the timeline for VDOT to proceed with their part of the proposed plan, and need for a public hearing if property acquisition by the town became the best option. Mr. Kelly indicated that he would present a plan to the attorney for the landowners and inform Council of their comments as soon as he received them.
5. Mr. Howard reported on a fire over the weekend behind the Sam Snead Tire property and noted that there were no fire hydrants on that end of town.
6. Mr. Kelly inquired if the Council would like to choose an official name for the newly acquired town trolleys. Mr. Jackson presented a draft logo that had been developed and indicated that he would have a larger draft for Council to review at the next work session meeting.
7. Mayor Morgan commented on the large number of visitors in town for the "Block Party" quilt event hosted by Holston Mountain Artisans.
8. Mr. Humphreys commented on the Overmountain Victory Trail conference at the Muster Grounds and state Housing Authority officials' conference he had recently attended. Mr. Humphreys also noted that an energy conference was being planned to take place in September at the Higher Education Center.
9. Mr. Berry reported on an upcoming meeting of the Tobacco Commission in Roanoke and noted that the full board of the King School of Medicine will meet on May 23<sup>rd</sup>.
10. Mrs. Lowe reported on her conversation relative to the upcoming energy conference.

Mayor Morgan declared the meeting adjourned.

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Edward B. Morgan, Mayor

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Cecile M. Rosenbaum, Town Clerk