

**TOWN OF ABINGDON
ORGANIZATIONAL/REGULAR COUNCIL MEETING
MONDAY, JULY 2, 2012 – 7:30 A.M.
COUNCIL CHAMBERS - MUNICIPAL BUILDING**

A regular meeting of the Abingdon Town Council was held on July 2, 2012 at 7:30 a.m. in the Council chambers of the Municipal Building.

Cecile Rosenbaum, Town Clerk called the meeting to order and welcomed everyone in attendance.

A. ROLL CALL

Members of Council Present:

Edward B. Morgan
Mrs. Cathy Lowe
Mr. Jason N. Berry
Mr. Richard E. Humphreys
Mr. Robert M. Howard

Administrative/Town Staff:

Gregory W. Kelly, Town Manager
Garrett Jackson, Assistant Town Mgr./Dir. Of Planning
Cecile M. Rosenbaum, Town Clerk
Deborah Icenhour, Town Attorney
Mark Godbey, Town Treasurer/Dir. of Finance
Jim Smith, Dir. Of Wastewater Operations/Town Eng.
Jim Cowart, Dir. of Econ. Dev/Grants Writer
Tony Sullivan, Chief of Police
Kevin Worley, Dir. of Parks & Recreation
Floyd Bailey, Dir. of Information Technology
Jon Phelps, Information Technology Dept.

Visitors:

Erin Sullivan
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**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mrs. Lowe

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C. ELECTION OF MAYOR

Cecile Rosenbaum, Town Clerk declared the floor open for nominations for the position of Mayor.

On nomination of Mr. Howard, seconded by Mr. Humphreys, Mr. Morgan was nominated to serve as Mayor of the Council. Hearing no further nominations for Mayor, Mrs. Rosenbaum declared the floor closed.

The roll call vote was as follows:

Mr. Howard	Aye
Mr. Humphreys	Aye
Mr. Berry	<i>Abstain</i>
Mrs. Lowe	<i>Abstain</i>
Mayor Morgan	Aye

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**D. ELECTION OF VICE MAYOR**

Cecile Rosenbaum, Town Clerk declared the floor open for nominations for the position of Vice Mayor.

**On nomination of Mr. Morgan, seconded by Mr. Berry, Mrs. Lowe was nominated to serve as Vice Mayor of the Council. Hearing no further nominations for Vice Mayor, Mrs. Rosenbaum declared the floor closed.**

**The roll call vote was as follows:**

|                      |                |
|----------------------|----------------|
| <b>Mr. Howard</b>    | <b>Aye</b>     |
| <b>Mr. Humphreys</b> | <b>Aye</b>     |
| <b>Mr. Berry</b>     | <b>Aye</b>     |
| <b>Mrs. Lowe</b>     | <i>Abstain</i> |
| <b>Mayor Morgan</b>  | <b>Aye</b>     |

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E. APPOINTMENT OF TOWN MANAGER

On motion of Mr. Howard, seconded by Mr. Humphreys, Greg Kelly was appointed as Town Manager.

The roll call vote was as follows:

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

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**F. APPOINTMENT OF ASSISTANT TOWN MANAGER**

**On motion of Mr. Berry, seconded by Mr. Humphreys, the Council appointed Garrett Jackson to serve as the Assistant Town Manager.**

**The roll call vote was as follows:**

|                      |            |
|----------------------|------------|
| <b>Mr. Howard</b>    | <b>Aye</b> |
| <b>Mr. Humphreys</b> | <b>Aye</b> |
| <b>Mr. Berry</b>     | <b>Aye</b> |
| <b>Mrs. Lowe</b>     | <b>Aye</b> |
| <b>Mayor Morgan</b>  | <b>Aye</b> |

Mrs. Lowe asked Mr. Kelly to provide a description of Mr. Jackson's job responsibilities and Mr. Kelly responded that he had previously provided the full text of the job description to Council and added that the Assistant Town Manager is able to act in the absence of the Town Manager, he is to oversee the implementation of the Capital Improvement Plan and continue as the Director of Planning.

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G. APPOINTMENT OF TOWN CLERK

On motion of Mr. Howard, seconded by Mr. Berry, the Council appointed Cecile Rosenbaum to serve as the Town Clerk.

The roll call vote was as follows:

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

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**H. APPOINTMENT OF TOWN TREASURER**

**On motion of Mr. Berry, seconded by Mr. Humphreys, the Council appointed Mark Godbey to serve as the Town Treasurer.**

**The roll call vote was as follows:**

|                      |            |
|----------------------|------------|
| <b>Mr. Howard</b>    | <b>Aye</b> |
| <b>Mr. Humphreys</b> | <b>Aye</b> |
| <b>Mr. Berry</b>     | <b>Aye</b> |
| <b>Mrs. Lowe</b>     | <b>Aye</b> |
| <b>Mayor Morgan</b>  | <b>Aye</b> |

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I. APPOINTMENT OF TOWN ATTORNEY

On motion of Mr. Humphreys, seconded by Mr. Howard, the Council appointed Deborah Icenhour to serve as the Town Attorney.

The roll call vote was as follows:

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



J. APPOINTMENT OF OFFICERS (CHIEF and ASSISTANT) OF FIRE DEPARTMENT

On motion of Mr. Howard, seconded by Mr. Berry, the Council appointed Joey Burke to serve as the Chief and John McCormick to serve as the Assistant Chief of the Fire Department.

The roll call vote was as follows:

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



K. APPOINTMENT OF ONE MEMBER OF COUNCIL TO:

- **Abingdon Planning Commission**

On motion of Mr. Berry, seconded by Mr. Humphreys, the Council appointed Bob Howard to serve on the Planning Commission.

The roll call vote was as follows:

Mr. Howard	<i>Abstain as he was appointee for the position.</i>
Mr. Humphreys	Aye
Mr. Berry	Aye

Mrs. Lowe **Aye**

Mayor Morgan **Aye**



- **Board of Architectural Review**

On motion of Mr. Humphreys, seconded by Mr. Howard, the Council agreed to continue this appointment to the August 6, 2012 agenda for consideration.

The roll call vote was as follows:

Mr. Howard **Aye**

Mr. Humphreys **Aye**

Mr. Berry *Abstain as the present appointee to the position*

Mrs. Lowe **Aye**

Mayor Morgan **Aye**

Mr. Berry noted that his two (2) terms of office were complete and the current eligibility guidelines only allow for 2 consecutive appointments. Mr. Berry indicated that he would like to continue to serve.

Mr. Kelly noted that Mr. Berry was still a member of the BAR until such time as a replacement and/or reappointment takes place



- **Mount Rogers Planning District Commission**

On motion of Mr. Howard, seconded by Mr. Berry, the Council appointed Mrs. Lowe to serve a second term on the Mount Rogers Planning District Commission.

The roll call vote was as follows:

Mr. Howard **Aye**

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

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- **District Three Governmental Cooperative**

On motion of Mr. Berry, seconded by Mrs. Lowe, the Council appointed Mr. Howard to serve a second term on the District Three Governmental Cooperative Board and further appointed Mr. Humphreys to serve as the alternate.

The roll call vote was as follows:

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

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**REGULAR**

**L. APPROVAL OF MINUTES**

- June 4, 2012 Regular Meeting

**On motion of Mr. Howard, seconded by Mr. Berry, the Council approved the minutes of the June 4<sup>th</sup> Regular Meeting as presented.**

**The roll call vote was as follows:**

|                      |                                                                                         |
|----------------------|-----------------------------------------------------------------------------------------|
| <b>Mr. Howard</b>    | <b>Aye</b>                                                                              |
| <b>Mr. Humphreys</b> | <i>Abstain as he was present via WiFi from Abingdon, England and was unable to vote</i> |
| <i>Mr. Berry</i>     | <i>Aye</i>                                                                              |
| <b>Mrs. Lowe</b>     | <b>Aye</b>                                                                              |
| <b>Mayor Morgan</b>  | <b>Aye</b>                                                                              |

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At this time, Mr. Humphreys commented that he would like for the minutes of the June 4th 2012 Regular meeting to list him as another term besides “absent” as he was participating in the meeting via WiFi from Abingdon, England. Mrs. Lowe commented that he could be listed as *Present in Absentia*.

On motion of Mr. Berry, seconded by Mr. Humphreys, the Council agreed that town staff should find a more suitable term for Mr. Humphreys status at the June 4th meeting, other than “absent” as he participated via WiFi from Abingdon, England.

The roll call vote was as follows:

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

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At this time, Greg Kelly, Town Manager commented that the minutes from the June 4<sup>th</sup> 2012 meeting will be sent to Abingdon, England to be made part of their record. Mayor Morgan commented that he had received a letter from Mayor Monica Lovatt of Abingdon, England thanking him for the gifts delivered by town staff during their visit in June.

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M. PETITIONS AND PUBLIC HEARINGS - NONE


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**N. CONSIDERATION OF ANY BIDS - NONE**

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O. TOWN MANAGER REPORTS

- **Consideration of date for Council to tour Town Departments**

Mrs. Lowe asked that town staff forward the current Capital Improvement Plan to the Planning Commission and the Board of Architectural Review for their input and advise the public that they are able to review the plan and provide comments. Mrs. Lowe further asked that a notice about the meetings to review the CIP go out in email blasts as well as Abingdon Alerts.

Mr. Jackson commented that Ashley Cooper with Cooper Planning would be holding a public forum on July 12th from 5:00 to 8:00 p.m. to hear citizen input on uses for the town owned historic properties.

Council members agreed that they would send the Town Clerk their available dates for late July and August in order to finalize a date for the town tour of departments.

Mrs. Lowe commented that she would be available after July 23rd till the first of September.

- **Consideration of annual Council Retreat for review of Capital Improvement Plan**

Council agreed that a date for Council Retreat could be set after the Planning Commission and Board of Architectural Review have had an opportunity to review the Capital Improvement Plan.

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**P. PASSAGE OF RESOLUTIONS - NONE**

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Q. FIRST READING OF ORDINANCES – NONE

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**R. SECOND READING OF ORDINANCES – NONE**

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S. UNFINISHED BUSINESS – NONE

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**T. MATTERS NOT ON THE AGENDA – NONE**

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U. COUNCIL MEMBERS REPORTS

- Mr. Humphreys commented on the generosity the town delegation was shown by the residents of Abingdon, England during their June visit. Mr. Humphreys commented that Council may want to consider an official twinning arrangement with Abingdon, England and thanked Mayor Monica Lovatt and Howard and Stella Carter for their hospitality during the England visit. Mr. Humphreys noted also the dates and locations for the upcoming fundraisers for the Homestead at Fairview site to include a junk in the trunk event, a car show and tractor show.
- Mrs. Lowe commented about the Mayor's need to meet with the Town Manager from time to time and the consideration of the Vice Mayor meeting with the Assistant Town Manager on a regular basis. Mayor Morgan commented that he would make every effort to include the Vice Mayor in meetings. Mrs. Lowe noted that a child at her church had commented about the great camp he attended at The Muster Grounds site.

Mrs. Lowe commented that she was now serving on the Senior Center Board and they have received notice of loss of funding from United Way which would impact the programs they currently have for seniors. Mrs. Lowe noted that the board seemed to be moving in a positive direction despite the challenges they had faced with cuts in funding.

- Mr. Howard commented that the Fire Department has responded the previous evening to a fire at the gazebo in the downtown park across from the post office.
- Mr. Berry commented that King School of Medicine would provide an update at the Council's Work Session Meeting on August 6th.

- Mayor Morgan thanked Mr. Zaidi for his work on the King School of Medicine project and noted that Mr. Berry was serving as Vice Chair of that board with Dr. French Moore, Jr. serving as Chairman. Mayor Morgan also noted that the Daughters of the American Revolution (DAR) were holding their annual ceremony on July 4th at Cummings Cabin in Sinking Spring Cemetery.

V. MISCELLANEOUS BUSINESS AND COMMUNICATIONS

- Mr. Kelly, Town Manager reported that he had met with all of the town departments and their employees regarding the new Virginia Retirement System mandate and noted that the employees were appreciative to the Council for their actions with regard to the mandate. Mr. Kelly also commented on the trip to Abingdon, England and the hospitality shown to the town delegation while they were there. Mr. Kelly further commented on the abnormally dry weather conditions for this time of year but noted that the 4th of July fireworks show was to go forward as scheduled.
- At this time, Mayor Morgan thanked the Council for the chance to serve as Mayor for another term and hoped for all good things to come in the future.

Mayor Morgan declared the meeting adjourned.

Edward B. Morgan, Mayor

Cecile M. Rosenbaum, Town Clerk