

**TOWN OF ABINGDON
REGULAR COUNCIL MEETING
MONDAY, AUGUST 4, 2014 – 7:30 P.M.
COUNCIL CHAMBERS - MUNICIPAL BUILDING**

A regular meeting of the Abingdon Town Council was held on Monday, August 4, 2014 at 7:30 p.m. in the Council chambers of the Municipal Building.

A. Welcome by Mayor Morgan

B. Roll Call – Cecile Rosenbaum, Town Clerk

Members of Council Present: Edward B. Morgan, Mayor
Mrs. Cathy Lowe, Vice Mayor
Mr. Richard E. Humphreys
Mr. Robert M. Howard
Mrs. Jayne A. Duehring

Administrative/Town Staff: Gregory W. Kelly, Town Manager
Cecile Rosenbaum, Town Clerk
Deborah Icenhour, Town Attorney
Mark Godbey, Town Treasurer
Jim Smith, Dir. Of Wastewater Operations/Town Eng.
John Dew, Dir. Public Services/Construction
Floyd Bailey, Dir. Information Technology
Tony Sullivan, Chief of Police
Deborah Atkins-Vance, Dir. Human Resources
Kevin Worley, Dir. of Parks & Recreation
John McCormick, Fire Chief

Visitors: Owen Morgan, Rebecca Moody, Tom McMullen,
Allison Mays, Allie Robinson-Gibson

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**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Council Member, Jayne Duehring.

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**D. SPECIAL EMPLOYEE ACKNOWLEDGEMENTS and INTRODUCTION OF
NEW POLICE OFFICERS.**

Mr. Kelly, Town Manager recognized the following individuals for their years of service to the town and presented each with a plaque and pin:

- Recognition of **Johnny Pace**, Coomes Recreation Center, for his twenty (20) years of service to the Town
- Recognition of **Pat Brown**, Department of Public Works, for her fifteen (15) years of service to the Town
- Recognition of **Kevin Christy**, Police Department for his twenty-five (25) years of service to the Town

- Swearing in of Officer **Craig A. Weaver** as Patrol Sergeant for the Town of Abingdon Police Department.

Tony Sullivan, Chief of Police commented that his department had recently chosen Craig Weaver to serve as Patrol Sergeant. Chief Sullivan explained the process for the selection and noted that Mr. Weaver was very deserving of the promotion.

Cecile Rosenbaum, Town Clerk asked Mr. Weaver to step forward and administered his oath of office confirming his promotion to Patrol Sergeant. Mr. Weaver's son, Chase, pinned his father with his new badge.

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#### **E. APPROVAL OF MINUTES**

- June 25, 2014 Emergency Closed Session Meeting
- July 1, 2014 Organizational Meeting
- July 16, 2014 Work Session Meeting

**On motion of Mr. Howard, seconded by Mrs. Duehring, the Council approved the minutes of the June 25, 2014 Emergency Closed Meeting as approved, the minutes of the July 1, 2014 Organizational Meeting with one correction noted on the appointment of the Fire Chief, Joey Burke should be changed to John McCormick, and the July 16, 2014 meeting as presented.**

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

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

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F. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

1. **Public Hearing –Right of Way Vacation request for the east-west unopened right-of-way (approximately 250 feet long and 15 feet wide) between Campbell Street and Fulkerson Street, bound by parcels 017-11-33 and 017-11-35 on the north and Parcels 017-1-29 and 017-1-29A to the south.**

John Dew, Director of Public Services/Construction reported on the request before Council for consideration relative to the Right of Way vacation request. Mr. Dew explained the area lies between Campbell Street and Fulkerson Street and the petitioner, Mr. Nicholas Kester, has received no objections from his neighbors since he has maintained the property for some time. Mr. Dew noted that Council would need to hold a public hearing and then take action to appoint a board of viewers who would review the matter and make a recommendation to Council at their September meeting.

Mayor Morgan declared the public hearing open.

Nicholas Kester, petitioner, spoke to Council and that he had maintained the property and felt the vacation, if granted, would be a protective measure for the area, which is close to a military burial site.

Hearing no further comments, the Mayor closed the public hearing.

a. Consideration of Appointment of Board of Viewers

Mr. Dew recommended that the Council consider appointing Dan Mathews, Monty Vernon, and Al Bradley to serve on the Board of Viewers.

On motion of Mr. Humphreys, seconded by Mr. Howard, the Council appointed Dan Mathews, Monty Vernon, and Al Bradley to serve on the Board of Viewers, subject to their availability.

The roll call vote was as follows:

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

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**G. SECOND READINGS - None**

**H. SECOND READINGS OF ORDINANCES – None**

**I. CONSIDERATION OF ANY BIDS – None**

**J. REPORTS FROM THE TOWN MANAGER**

**1. Consideration of revised Town of Abingdon Employee Handbook**

Deborah Atkins-Vance, Director of Human Resources commented that town staff had been working on revising the employee handbook for some time and had worked with Council to finalize the document in recent weeks. Ms. Atkins-Vance noted that Council had met on two occasions to discuss the revised manual and that any changes or modifications had been included and it was in final format and ready for adoption by the Council.

**On motion of Mrs. Lowe, seconded by Mrs. Duehring, the Council adopted the newly revised Town of Abingdon Employee Handbook effective immediately.**

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

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

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2. Consideration of annual report for the Sustain Abingdon Committee

Tom McMullen, Chairman presented the annual report for the Sustain Abingdon Committee. Mr. McMullen noted all of the changes and medications to the committee structure, meeting schedule, goals and objectives and to the promotion and expansion of the annual Earth Day event.

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**3. Consideration of renaming of the Board of Architectural Review to the Historic Preservation Review Board**

Sean Taylor, Assistant Planner reported that the members of the Board of Architectural Review had been reviewing the design review guidelines and during that process has determined that they would like to also refer to their board as the Historic Preservation Review Board. Mr. Taylor noted that the members had made a motion to approve this change in 2012 but it had not been formally adopted by the Council. Mr. Taylor commented that group continued to work on the preservation plan and would be considering the review and expansion of the historic district area in the near future.

**On motion of Mr. Humphreys, seconded by Mrs. Duehring, the Council approved the change in name from the Board of Architectural Review to the Historic Preservation Review Board.**

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

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

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4. Consideration of modification to the sign at the entrance of Virginia Highlands Community College relative to the Virginia Highlands Small Business Incubator

Cathy Lowe, Director Virginia Highlands Small Business Incubator, reported that there is no sign for the Incubator included in the grouping of signs as you turn off of Old Jonesboro Road onto Community College Drive. Ms. Lowe indicated that she would like to have a sign installed and showed concepts of a few she was considering. Council members agreed that there should be a sign and noted that they had no objections to its placement at the entrance to Community College Drive.

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**5. Consideration of moving the date for the September Work Session and Regular meetings to Tuesday, September 2, 2014 as Monday, September 1<sup>st</sup> is Labor Day Holiday**

**On motion of Mr. Howard, seconded by Mr. Humphreys, the Council moved the September Work Session and Regular Meeting to Tuesday, September 2, 2014 due to the Labor Day Holiday.**

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

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

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K. RESOLUTIONS – None

L. MATTERS NOT ON THE AGENDA

At this time, on motion of Mrs. Lowe, seconded by Mr. Humphreys, Council went into Closed Session pursuant to Section 2.2-3711(A)(1) for the purpose of discussing appointments to the Abingdon Redevelopment and Housing Authority and the Tourism Advisory Committee.

The roll call vote was as follows:

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

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**On motion of Mr. Howard, seconded by Mrs. Duehring, the Council reconvened in regular session.**

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

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

**The motion carried.**

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The Town Clerk, Cecile Rosenbaum, read the following certification to be adopted by the Council members:

WHEREAS, the Council of the Town of Abingdon, Virginia has convened in a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions set forth in the Virginia Freedom of Information Act; and

WHEREAS, Sec. 2.2-3712(D) of the Code of Virginia, 1950, as amended, requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law; and

NOW THEREFORE, be it resolved, that the Council of the Town of Abingdon, Virginia hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from an open meeting requirement by Virginia law were discussed in closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

The certification was as follows:

Mr. Howard	I so certify
Mr. Humphreys	I so certify
Mrs. Duehring	I so certify
Mrs. Lowe	I so certify
Mayor Morgan	I so certify

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## **M. APPOINTMENTS TO BOARDS AND COMMITTEES**

### **1. *Abingdon Redevelopment and Housing Authority Board***

- Appointment to fill the unexpired term of Ms. Rosie Jones who has resigned her seat on the Board

*Council members agreed to table this matter until the regular September meeting.*

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2. *Tourism Advisory Committee*

- Appointment to fill the expired term of Doug Ellis, restaurant owner representative
- Appointment of Heartwood staff member to fill the unexpired term of Todd Christensen who has resigned from the Committee

On motion of Mrs. Lowe, seconded by Mr. Humphreys, the Council appointed Becky Nave to serve as the Heartwood staff member representative and Joel Jerkins as the restaurant representative on the Tourism Advisory Committee.

The roll call vote was as follows:

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

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#### **N. COUNCIL MEMBER REPORTS**

- Mr. Humphreys commented on 2 recent fundraiser events for Fairview including the Antique Tractor Show held at the site and the Cars Under the Stars event held at Latture Field; noted that all Council members had viewed the MXI site on Lowry Drive; reported that Mayor Morgan had attended the most recent Tree Commission meeting.
- Vice Mayor Lowe reported that she felt economic development was alive and well in the town; reported that the Chamber of Commerce was partnering to sponsor the Noon Knowledge series and thanked town staff members who had agreed to speak at several of the lectures.
- Mr. Howard reported that he and Councilman Humphreys would be attending Certified Planning Commission training at the end of month in Roanoke, Virginia.
- Mrs. Duehring commented that she was unable to attend the training at this time but planned to do so at its next offering; reported that she had attended the Newly Elected Officials conference held by the Virginia Municipal League in Richmond, VA.
- Mayor Morgan reported that he had visited downtown Glade Spring, VA and he was pleased at the progress in that area relative to businesses, shops and restaurants.

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

|                      |            |
|----------------------|------------|
| <b>Mr. Howard</b>    | <b>Aye</b> |
| <b>Mr. Humphreys</b> | <b>Aye</b> |
| <b>Mrs. Duehring</b> | <b>Aye</b> |
| <b>Mrs. Lowe</b>     | <b>Aye</b> |



**Mayor Morgan      Aye**

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- Mayor Morgan commented on the Wolf Creek stream improvement project at the Muster Grounds.
- Cecile Rosenbaum, Town Clerk reported that her son, Chandler, had caught a 32 lb King Mackerel off the pier the week prior at Topsail Beach, North Carolina.

Mayor Morgan declared the meeting adjourned.

Edward B. Morgan, Mayor

Cecile M. Rosenbaum, Town Clerk