

**TOWN OF ABINGDON
REGULAR COUNCIL MEETING
MONDAY, JANUARY 5, 2015 – 7:30 P.M.
COUNCIL CHAMBERS - MUNICIPAL BUILDING**

A regular meeting of the Abingdon Town Council was held on Monday, January 5, 2015 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, Clerk/Int. Asst. Town Manager
Deborah Icenhour, Town Attorney
John Dew, Dir. Public Services/Construction
Deborah Atkins-Vance, Dir. Human Resources
Kevin Worley, Dir. of Parks & Recreation
Kevin Costello, Dir. of Tourism
John McCormick, Fire Chief
CJ McGlothlin, Code Enforcement/Asst. Fire Chief
Matthew Johnson, Dir. of Planning
Chuck Banner, Dir. of Finance

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was Tony Sullivan, Chief of Police.

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**D. APPROVAL OF MINUTES**

- December 1, 2014 Work Session minutes
- December 1, 2014 Regular Meeting minutes

**On motion of Mr. Howard, seconded by Mr. Humphreys, the Council approved the minutes of the December 1, 2014 Work Session and the December 1, 2014 Regular meeting minutes 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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E. SPECIAL EMPLOYEE RECOGNITIONS

- Mr. Kelly, Town Manager congratulated Shirley Atkins, Cashier in the Finance Department on her retirement after nineteen and half (19.5) years of service. Mr. Kelly presented Ms. Atkins with a clock, framed town seal and gift card.
- Mr. Kelly, Town Manager congratulated Margaret Plummer on her retirement from the Coomes Recreation Center after eleven (11) years of service. Mr. Kelly presented Mrs. Plummer with a clock, framed town seal and gift card.

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- Mr. Kelly, Town Manager recognized of C.J. McGlothlin, Police Department and Assistant Fire Chief on his ten (10) years of service to the town and presented him with a plaque and service pin.
- Mr. Kelly, Town Manager recognized of James Agner, Coomes Recreation Center, on his twenty (20) years of service to the town and presented him with a plaque and service pin.

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F. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES

1. **Public Hearing – Donation of Property - Council will receive comments from the public regarding a Deed of Gift of a portion of property from Amy Michelle Castle and Violet Cecilia Castle Rierson to the town of Abingdon, Harrison Magisterial District, Washington County, Virginia and more particularly designated as a part or portion of tax map number 002-2-9 located on Whites Mill Road and Clark Street in the town of Abingdon, Virginia.**

Deb Icenhour, Town Attorney reported that Ms. Amy Castle had contacted the town several months back about donating a portion of property she owned with her mother and located on Whites Mill Road and Clark Street. Ms. Icenhour indicated that Council had reviewed the proposal at a Work Session meeting in October and asked that she proceed with the donation process. Ms. Icenhour noted that the property donation would allow the town to cure several blighted buildings and improve visibility and safety at the intersection of Clark Street and Whites Mill. Ms. Icenhour reported that the matter was before Council for public hearing as required by Code and recommended that Council approve the donation if no negative comments are received from the public.

Mayor Morgan declared the public hearing open and hearing no comments, closed the public hearing.

On motion of Ms. Duehring, seconded by Mr. Humphreys, Council authorized the Town Manager, Greg Kelly to accept the donation of a portion of property from Amy Michelle Castle and Violet Cecilia Castle Rierson to the town of Abingdon, Harrison Magisterial District, Washington County, Virginia and more particularly designated as a part or portion of tax map number 002-2-9 located on Whites Mill Road and Clark Street in the town of Abingdon, Virginia, subject to a clear title search without any encumbrances or liens.

The roll call vote was as follows:

Mr. Howard	Aye
Mr. Humphreys	Aye
Mrs. Duehring	Aye
Mrs. Lowe	Abstain (<i>Mrs. Lowe is related to the donors</i>)
Mayor Morgan	Aye

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**G. SECOND READINGS – None.**

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H. SECOND READINGS OF ORDINANCES - None.

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

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J. REPORTS FROM THE TOWN MANAGER

1. Consideration of addition of Chuck Banner, Director of Finance, as a third (3rd) signature on town banking accounts.

Greg Kelly, Town Manager commented that he would like to add a 3rd signature to the town accounts for safety measures and recommended that Council approve Chuck Banner, Director of Finance as that signing authority. Mr. Kelly noted that he and Ms. Rosenbaum, Assistant Town Manager and Town Clerk were already on record for account signatures.

On motion of Mrs. Lowe, seconded by Mr. Humphreys, Council approved the addition of Chuck Banner, Director of Finance as the 3rd signature on town banking accounts.

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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**2. Consideration of establishment of an Emergency Management committee.**

John McCormick, Fire Chief and C.J. McGlothlin, Assistant Fire Chief appeared before Council to report on the consideration of establishing an Emergency Management Committee. Mr. McCormick noted that he was aware of Council's desire to establish this committee and had provided a recommendation of initial committee members in a memo to Council. Mr. McCormick stated that this committee could work together to better prepare the town in case of emergency and confirmed their commitment to public safety as their first responsibility.

**On motion of Mrs. Lowe, seconded by Mrs. Duehring, the Council approved the establishment of the Emergency Management Committee and appointed the following members to serve:**

- **John McCormick, Fire Chief**
- **C.J. McGlothlin, Assistant Fire Chief**
- **Tony Sullivan, Chief of Police**
- **Bob Howard, Council Member representative**
- **Mike Mason, Washington County Life Saving Crew**
- **Pokey Harris, County Emergency Services Coordinator**

**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.

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**L. MATTERS NOT ON THE AGENDA**

- Lindsey Holman of 17173 Stella Drive, Abingdon addressed the Council on behalf of the Cruise In Car Club. Ms. Holman reported on the purpose and activities of the club and inquired if Council would be willing to waive or reduce their permit fee for a car show on Main Street planned for May 31<sup>st</sup>, 2015. Mr. Kelly indicated that he would review the matter and bring it back to Council for recommendation at the February meeting. Mr. Costello, Director of Tourism recommended that the Club consider getting sponsorships and partnering with local organizations to promote their event. Chip McCall, Club President provided information on membership and thanked his group for coming out to support their request.
- **At this time, on motion of Mrs. Lowe, seconded by Mr. Howard, the Council approved the designation of four (4) town vehicles as surplus and approved advertising the vehicles for sealed bids or placing on the approved surplus site for sale.**

**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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M. APPOINTMENTS TO BOARDS AND COMMITTEES

1. **Tourism Advisory Committee**

- *Tourism Advisory Board*

On motion of Mrs. Lowe, seconded by Mr. Humphreys, the Council appointed Janice Cowan to serve as the Bed and Breakfast representative on the town's Tourism Advisory Board.

The roll call vote was as follows:

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

- *Fairview Homestead Committee*

On motion of Mr. Humphreys, seconded by Mr. Howard, the Council appointed Brendia Morrison and Emmitt Yeary to serve on the Fairview Homestead 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**

- Mrs. Lowe reported on the upcoming Business Challenge and noted that Rotary Frolics would be first weekend in February.

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- Kevin Costello, Director of Tourism reported on the upcoming January Jams at the Barter Theatre.

Mayor Morgan declared the meeting adjourned.

Edward B. Morgan, Mayor

Cecile M. Rosenbaum, Town Clerk