TOWN OF ABINGDON, VIRGINIA
REGULAR SESSION
MONDAY, JANUARY 6, 2020 – 6:30 pm
COUNCIL CHAMBERS
TOWN HALL

AGENDA

Welcome to the Town of Abingdon, Virginia Council meeting. We appreciate your interest and we encourage public participation in our meeting. Your comments are important to our decision making process. Please note that there will be an opportunity during the meeting for you to address the Council members when the Mayor declares the public comments open. We do request that anyone addressing the Council, sign-up, approach the podium, identify your first and last name and give your complete mailing address.

A. WELCOME – ***Mayor Craig***

B. ROLL CALL – ***Kim Kingsley, Clerk***

C. PLEDGE OF ALLEGIANCE – ***Al Bradley, Council Member***

D. PUBLIC COMMENTS – Please place your name on the sign-up sheet provided and comments are limited to three (3) minutes per person.

E. APPROVAL OF MINUTES

- December 2, 2019 Regular Meeting
- December 19, 2019 Work Session

F. PROCLAMATIONS

G. RESOLUTIONS

H. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES -

1. Resolution for submission of proposed changes to Town of Abingdon Charter – ***James Morani, Town Manager***

I. SECOND READINGS

1. First Reading of Ordinance regarding adoption of Town of Abingdon Code, Chapter 4 – Appointive Officers (Boards and Commissions) – ***James Morani, Town Manager***

2. First Reading of Ordinance to repeal, amend and reenact Part II – Code, Chapter 54, Parks and Recreation, Article II. – Advisory Commission – ***James Morani, Town Manager***

3. First Reading of Ordinance to repeal, amend and reenact Part II – Code, Chapter 2 – Administration, Article III. – Officers and Employees, Section 2-126. – Town Manager; Treasurer – ***James Morani, Town Manager***

J. CONSIDERATION OF BIDS –

1. Authorization to award contract to Hydrostructures for on-call engineering services – ***John Dew, Director of Public Works***

K. REPORTS FROM THE TOWN MANAGER / STAFF

1. Consideration of financing IT equipment/software – ***Floyd Bailey, IT Director***

L. OLD BUSINESS - MATTERS NOT ON THE AGENDA

M. COUNCIL MEMBER REPORTS

N. APPOINTMENTS TO BOARDS AND COMMITTEES

1. **Tourism Advisory Committee**

   - Appointment to fill the (Attractions – Barter Theatre entity) unexpired term of Kalonn Roberts, who is unable to serve appointed term

If Council so desires, Closed Session pursuant to the Code of Virginia, 1950, as amended, Section 2.2-3711(A)(1) for the purpose of considering applications for appointment for position on the Tourism Advisory Committee.

O. ADJOURNMENT

TOWN OF ABINGDON
REGULAR MEETING
MONDAY, DECEMBER 2, 2019 – 6:30 PM
COUNCIL CHAMBERS - MUNICIPAL BUILDING

A regular meeting of the Abingdon Town Council was held on Monday, December 2, 2019 at 6:30 pm in the Council Chambers, 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. PLEDGE OF ALLEGIANCE – *Cindy Patterson, Vice Mayor*

D. PUBLIC COMMENTS – Please place your name on the sign-up sheet provided and comments are limited to three (3) minutes per person. **(VIDEO 8:35 – 16:46)**

- Katy Brown
- Jackie Blevins
- Ross Eagen

E. APPROVAL OF MINUTES (VIDEO 29:44 – 30:29)

- November 4, 2019 regular meeting
- November 7, 2019 Capital Improvement Plan Retreat
- November 12, 2019 work session

On motion by Mr. Bradley, seconded by Mr. Webb, Council approved the November 4, 2019 regular meeting, November 7, 2019 Capital Improvement Plan Retreat and the November 12, 2019 work session minutes as presented.

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**

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Mayor Craig **Aye**

E. PROCLAMATION – None

G. RESOLUTIONS

1. Resolution appointing Coordinator of Emergency Management – ***James Morani, Town Manager*** **(VIDEO 30:36 – 33:03)**

Town Manager James Morani read the proposed Resolution into the minutes.

On motion by Mr. Bradley, seconded by Ms. Patterson, Council adopted a Resolution naming Chief of Police Tony Sullivan as the Coordinator of Emergency Management.

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**
Mayor Craig	**Aye**

H. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES -

1. First Reading of Ordinance regarding adoption of Town of Abingdon Code, Chapter 4 – Appointive Officers (Boards and Commissions) – ***James Morani, Town Manager*** **(VIDEO 33:27 – 36:37)**

Town Manager James Morani briefed the Council stating this Ordinance would set standards regarding appointment and qualification of members, notices of meetings, excessive absences, and priority to Town residents and/or affiliation to organizations and/or business located in the Town. Mr. Morani also clarified that each board or committee may have bylaws that would govern.

Mayor Craig questioned shall the proposal be rejected? Hearing no objection, discussion was concluded.

2. First Reading of Ordinance to repeal, amend and reenact Part II – Code, Chapter 54, Parks and Recreation, Article II. – Advisory Commission – ***James Morani, Town Manager*** **(VIDEO 36:51 – 38:18)**

Town Manager James Morani communicated that members of the Recreation Advisory Commission requested an amendment to consider a four-year term of office for each appointed member.

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Mayor Craig questioned shall the proposal be rejected? Hearing no objection, discussion was concluded.

3. First Reading of Ordinance to repeal, amend and reenact Part II – Code, Chapter 2 – Administration, Article III. – Officers and Employees, Section 2-126. – Town Manager; Treasurer – ***James Morani, Town Manager*** **(VIDEO 38:19 – 39:11)**

Town Manager James Morani advised Council that this ordinance amendment that states the appointment of any officer having supervisory or administrative authority should be confirmed by Council, which conflicts with the recent Resolution that was passed giving authority to the Town Manager.

Mayor Craig questioned shall the proposal be rejected? Hearing no objection, discussion was concluded.

I. SECOND READINGS - None

J. CONSIDERATION OF BIDS

K. REPORTS FROM THE TOWN MANAGER / STAFF

1. Presentation of 2018/2019 Financial Audit for the Town of Abingdon **–** ***Brown, Edwards & Company*** **(VIDEO 16:51 – 29:31)**

Jordan Owens, Audit Manager for Brown, Edwards & Company, presented to Council an unmodified opinion on the financial statements for the year ending June 30, 2019 and discussed other three findings regarding the Conflicts of Interest Act; Budget Appropriations and Highway Maintenance Disbursement and Weldon Cooper Survey.

(VIDEO 43:34 – 52:23)

Discussion ensued regarding required Conflict of Interest training prior to December 31, 2019. Town Manager James Morani announced that two officers will graduate from the police academy on December 3, 2019 and invited the Council to attend. Mr. Morani stated that during the recent Capital Improvement Plan Retreat, the facilitator suggested that the Town consider employing a facilities manager and after discussion with the Directors of Public Works and Planning, the position was advertised recently.

L. OLD BUSINESS - MATTERS NOT ON THE AGENDA

M. COUNCIL MEMBER REPORTS (VIDEO 39:36 – 43:34)

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Mr. Bradley hoped everyone had a good Thanksgiving. Mrs. Quetsch stated that she attended the grand opening for Hallmark. Mr. Webb stated that he enjoyed the Capital Improvement Plan Retreat and the Finance Committee meeting and was grateful to serve. Vice Mayor Patterson stated that had attended several meetings and talked to several citizens about things in the Town. Ms. Patterson also stated that she was honored to service as the Master of Ceremony for the recent Veteran's Memorial celebration. Mayor Craig reported that the Infrastructure Advisory Committee received its sewer report.

N. APPOINTMENTS TO BOARDS AND COMMITTEES (VIDEO 52:30 – 1:09:58)

Upon motion by Ms. Patterson, seconded by Mr. Bradley, to convene in Closed Session pursuant to the Code of Virginia, 1950, as amended, Section 2.2-3711(A)(1) for the purpose of considering applications for appointment for position on the Abingdon Redevelopment and Housing Authority, Tourism Advisory Committee and/or Sustain Abingdon.

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**
Mayor Craig	**Aye**

On motion of Ms. Patterson, seconded by Mr. Webb, Council reconvened in open session.

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**
Mayor Craig	**Aye**

Mr. Webb moved that the Town Council certify that, in closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in the motion.

The certification was as follows:

Mr. Bradley I so certify

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Mrs. Quetsch	**I so certify**
Mr. Webb	**I so certify**
Ms. Patterson	**I so certify**
Mayor Craig	**I so certify**

1. **Abingdon Redevelopment and Housing Authority**

   - Reappointment of Mike Rush, who is eligible to serve an additional four-year term

On motion by Mr. Bradley, seconded by Mrs. Quetsch, Council reappointed Mike Rush for an additional term to the Abingdon Redevelopment and Housing Authority.

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**
Mayor Craig	**Aye**

2. **Tourism Advisory Committee**

   - Appointment to fill the (Hotel/Motel entity) expired term of Chris Lowe, who is unable to serve an additional three-year term

   - Reappointment or appointment to fill the (Arts and Culture – William King Museum of Art) expired term of Joe LeVine to serve a three-year term

On motion by Mr. Webb, seconded by Mrs. Quetsch, Council appointed Samir Patel for the hotel/motel entity to the Tourism Advisory Committee.

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**
Mayor Craig	**Aye**

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On motion by Mrs. Quetsch, seconded by Mr. Webb, Council appointed Callie Hietala for the arts and culture – William King Museum of Art entity to the Tourism Advisory Committee.

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**
Mayor Craig	**Aye**

3. **Sustain Abingdon**

- Appointment to fill the expired term of Melissa Kalb, who is ineligible to serve an additional two-year term

On motion by Ms. Patterson, seconded by Mr. Bradley, Council appointed Tim Wade to the Sustain Abingdon committee.

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**
Mayor Craig	**Aye**

Mayor Craig adjourned the meeting.

_____
J. Wayne Craig, Mayor

_____
Kimberly Kingsley, Clerk

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TOWN OF ABINGDON
WORK SESSION
THURSDAY, DECEMBER 19, 2019 – 2:30 PM
COUNCIL CHAMBERS – MUNICIPAL BUILDING

A work session of the Abingdon Town Council was held on Thursday, December 19, 2019 at 2:30 pm in the Council Chambers 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 (VIDEO 4:47 – 17:47)

- Walter Jenny
- Margaret Price
- Beth Scott

D. PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES -

1. Public Hearing regarding the sublease of property between the Town and The Historical Society of Washington County, Inc., a nonprofit corporation, and Adventure Abingdon, LLC, a Virginia limited liability corporation, located at 306 Depot Square, Abingdon, Virginia, also known as *The Railway Station* – ***James Morani, Town Manager*** **(VIDEO 17:54 – 26:49)**

Town Manager James Morani briefed Council with regard to the Historical Society of Washington County's proposed sublease of Town's property located at 306 Depot Square to Adventure Abingdon and further stating that the approval was required subject to the Town's lease. Walter Jenny, President of the Historical Society of Washington County stated that the association would be assigning rights to the building for twenty-two months, which is the expiration of the lease with the Town. Counsel Bell added that Code of Virginia, Section 15.2-1800 required the public hearing and discussion.

Mayor Craig declared the public hearing open for comment. Hearing no comments, Mayor Craig closed the public hearing.

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On motion by Mr. Bradley, seconded by Ms. Patterson, Council approved the sublease of property between the Town and The Historical Society of Washington County and Adventure Abingdon, LLC and authority for James Morani to sign the sublease.

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**
Mayor Craig	**Aye**

E. NEW BUSINESS

1. Discussion regarding proposed Charter revisions – ***James Morani, Town Manager*** **(VIDEO 26:44 – 48:00)**

Town Manager James Morani and Counsel Cameron Bell discussed the proposed changes to the Town's Charter and the procedure to introduce the amendments to the General Assembly. Discussion ensued and it was agreed to place a Resolution on the January 2020 agenda, together with a public hearing.

2. Discussion and approval of Board and Commission revised application – ***James Morani, Town Manager*** **(VIDEO 48:00 – 55:33)**

Discussion regarding the proposed application included how to offer training for certain boards and commissions and encourage participation from citizens.

3. Discussion regarding procurement procedures – ***James Morani, Town Manager*** **(VIDEO 55:38 – 59:51)**

Town Manager James Morani advised Council that he would propose revision to the Town's ordinance regarding procurement, to include adopting the Virginia Public Procurement Act with additional language for further restrictions by the Town Manager. Discussion ensured and agreed that the proposed revised Ordinance would be included in the January 2020 meeting.

4. Discussion regarding Sanitary Sewer Infiltration Inflow Study – ***John Dew, Director of Public Works*** **(VIDEO 59:59 – 1:08:12)**

Mr. Dew addressed Council regarding the results of a sanitary sewer infiltration and inflow study by CHA, which revealed that water from other sources, other than wastewater, was being

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treated in the collective system. Mr. Dew stated that the areas that needed immediate attention included East Valley Street/Walden Road and East Main Street/Exit 19 area and would request that the Council explore a low interest loan to address these issues. Discussion ensured and it was agreed that more information would be gathered and discussed at the January 2020 work session.

5. Discussion regarding participation in Virginia Municipal League/Virginia Association of Counties Local Government Legislative Day in Richmond (February 6, 2020) – ***James Morani, Town Manager*** **(VIDEO 1:08:16 – 1:10:40)**

Town Manager James Morani provide Council with information regarding the Local Government Legislative Day.

F. UNFINISHED BUSINESS

1. Discussion regarding purchase of generators for municipal facilities – ***Rick Statzer, Director of Building Inspections*** **(VIDEO 1:10:40 – 1:23:03)**

Rick Statzer provided Council with information regarding quotes for generators to be located at the municipal building and public works garage as discussed in the Capital Improvement Plan retreat. Discussion ensued and it was decided to include the purchase in the upcoming budget.

G. MATTERS NOT ON THE AGENDA (VIDEO 1:23:05 – 1:27:12)

Town Manager James Morani advised Council that he had researched changing the town election from May to November, however he requested additional time and would place this matter on the January 2020 work session.

H. REPORTS FROM COUNCIL / STAFF (VIDEO 1:27:12 – 1:31:40)

Mrs. Quetsch stated that she attended the police academy graduation, the fire department's Christmas dinner and the Finance Committee meeting.

Ms. Patterson reported that she also attended the fire department's Christmas dinner and spoken with Teresa Sweeney at Montgomery Regional Waste in Christiansburg, Virginia regarding a recycling program.

Mr. Webb conveyed that he attended a Recreation Advisory Commission meeting, the fire department's Christmas dinner and also a Finance Committee meeting.

Mayor Craig stated that the Infrastructure Advisory Committee and had made lots of progress with regard to the sewer system.

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I. CLOSED SESSION (VIDEO 1:31:46 – 2:03:20)

On motion by Mr. Webb, seconded by Mrs. Quetsch, moved that the Abingdon Town Council convene in closed session:

(1) pursuant to §2.2-3711(A)(3) of the Code of Virginia, 1950, as amended, for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

(2) **pursuant to §2.2-3711(A)(7) of the Code of Virginia, 1950, as amended, for consultation with legal counsel and briefings by staff members or consultations pertaining to actual or probable litigation where such consultation affect the negotiating or litigation posture of the public body; and**

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**
Mayor Craig	**Aye**

On motion of Mr. Webb, seconded by Ms. Patterson, Council reconvened in open session.

The roll call vote was as follows:

Mr. Bradley	**Aye**
Mrs. Quetsch	**Aye**
Mr. Webb	**Aye**
Ms. Patterson	**Aye**
Mayor Craig	**Aye**

Mr. Webb moved that the Town Council certify that, in closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in the motion.

The certification was as follows:

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Mr. Bradley	**I so certify**
Mrs. Quetsch	**I so certify**
Mr. Webb	**I so certify**
Ms. Patterson	**I so certify**
Mayor Craig	**I so certify**

(VIDEO 2:03:20 – 2:04:10)

Ms. Patterson stated that she would like to discuss handicapped parking at the January 2020 work session. Ms. Patterson also stated that she was very saddened regarding the events at the Barter Theatre.

Mayor Craig adjourned the meeting.

_____
J. Wayne Craig, Mayor

_____
Kimberly Kingsley, Clerk

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A RESOLUTION OF THE COUNCIL FOR THE TOWN OF ABINGDON
IN SUPPORT OF AN ACT TO AMEND AND REENACT
PART I – CHARTER, CHAPTERS 1-7

WHEREAS, pursuant to Virginia Code Section 15.2-202, the governing body, the Council for the Town of Abingdon, supports an act to amend and reenact Part 1 – Charter, Chapters 1 – 7, including updates to boundary description, Virginia code section references, appointive officers and stylistic changes; and

WHEREAS, the Council desires to amend the proposed Charter as follows:

PART I – CHARTER

CHAPTER 1. - INCORPORATION, FORM OF GOVERNMENT AND BOUNDARIES

Sec. 1.1. - Incorporation.

The inhabitants of the territory comprised within the present limits of the Town of Abingdon, as such limits are now or may hereafter be altered and established by law, shall constitute and continue to be a body politic and corporate, to be known and designated as the Town of Abingdon, and as such shall have perpetual succession, may sue and be sued, implead and be impleaded, contract and be contracted with, and may have a corporate seal which it may alter, renew or amend at its pleasure by proper ordinance.

Sec. 1.2. - Form of government.

The municipal government provided by this Charter shall be known as the "town manager plan." Pursuant to its provisions, and subject only to the limitations imposed by the Constitution of Virginia and by this Charter, all powers of the town shall be vested in an elective council, hereinafter referred to as "the council," which shall enact local legislation, adopt budgets, determine policies, and appoint the town manager, who shall execute the laws and administer the government of the town.

Sec. 1.3. - Boundaries.

The boundaries of the town shall be as established by the annexation order of the Circuit Court of Washington County, Virginia, entered in Law Order Book "S", page 173, on the 17th day of April, 1948, and an order of the Circuit Court of Washington County, Virginia, contracting the corporate limits of the Town of Abingdon as entered on November 22, 1950, in Law Order Book 27, page 24, an order of annexation of the Circuit Court of Washington County, Virginia, entered on May 28, 1987, in Law Order Book 55, page 456, a supplemental order of the Circuit Court of Washington County, Virginia, entered on July 6, 1987, in Law Order Book 55, page 583, and an order of the Circuit Court of Washington County, Virginia, entered on August 14, 1991, in Law Order Book 72, page 565 (amending and restating a prior order of the Circuit Court of Washington County, Virginia, entered on July 25, 1991, in Law Order Book 72, page 488), which are

incorporated herein by reference and made a part hereof, and including such boundaries that may be annexed as memorialized by orders of court.

CHAPTER 2. - POWERS

Sec. 2.1. - General grant of powers.

The Town of Abingdon shall have and may exercise all powers which are now or hereafter may be conferred upon or delegated to towns under the Constitution and laws of the Commonwealth of Virginia, as fully and completely as though such powers were specifically enumerated herein, and no enumeration of particular powers by this Charter shall be held to be exclusive, and the town shall have, exercise, and enjoy all the rights, immunities, powers and privileges and be subject to all the duties and obligations now appertaining to and incumbent on the town as a municipal corporation.

Sec. 2.3. - Eminent domain.

The powers of eminent domain as set forth in Code of Virginia, Title 15.2 and Title 25.1, as amended, are hereby conferred upon the Town of Abingdon.

CHAPTER 3. - COUNCIL

Sec. 3.1. - Election, qualification and term of office for councilmembers.

The Town of Abingdon shall be governed by a town council composed of five councilmembers, all of whom shall be qualified voters of the town, to be elected from the town at large. Any person qualified to vote in the town shall be eligible for the office of councilmember. The councilmembers in office at the time of the adoption of this Charter shall continue in office until the expiration of the terms for which they were elected or until their successors are duly elected and qualified. An election for councilmembers shall be held on the first Tuesday in May, 1978, and on the first Tuesday in May of every second year thereafter. The councilmembers elected the first Tuesday in May, 1978, and thereafter shall enter upon their duties on the first day of July next succeeding their election, and shall each serve for a term of four years or until their successors have qualified.

Sec. 3.2. - Vacancies on council.

Vacancies on the council shall be filled promptly from among the qualified voters of the town, by a majority vote of the remaining members of the council.

Sec. 3.3. - Council a continuing body.

The council shall be a continuing body, and no measures pending before such body, or contract or obligation incurred, shall abate or be discontinued because of the expiration of the term of office or removal of any councilmembers.

Sec. 3.4. - Mayor.

At its first meeting, the council shall choose by a majority vote of all the members thereof one of their number to be mayor and one to be vice-mayor for the ensuing two years. The mayor shall preside over the meetings of the council, have the same right to speak therein as other members and shall have a vote but no veto. The mayor shall be recognized as the head of the town government for all ceremonial purposes, the purposes of military law, and the service of civil process, and shall authenticate by the mayor’s signature, such documents or instruments as the council, this Charter, or the laws of the Commonwealth shall require. The vice-mayor shall in the absence or disability of the mayor perform the duties of the mayor. In the absence or disability of both mayor and vice-mayor the council shall, by majority vote of those present choose one of their number as acting mayor.

Sec. 3.5. - Vacancy in office of mayor.

A vacancy in the office of mayor shall be filled promptly for the unexpired portion of the term from among the members of council, by a majority vote of the council.

Sec. 3.6. - Meetings of council.

The council shall fix the time of its stated meetings and it shall meet at least once a month and, except as herein provided, the council shall establish its own rules of procedure and such rules as are necessary for the orderly conduct of its business not inconsistent with the laws of the Commonwealth of Virginia. A journal shall be kept of its official proceedings, and its meetings shall be open to the public. Three members of the council shall constitute a quorum for the transaction of business at any meeting. Special meetings may be called at any time by the mayor, by any three members of the council or by the town manager; provided that the members of the council are given reasonable notice of such meetings, and no business shall be transacted at a special meeting thereof except that for which it shall be called. If all members are present, this provision may be waived by a majority vote of the council. No ordinance, resolution, motion or vote shall be adopted by the council unless it shall have received the affirmative votes of a majority of the members present.

Sec. 3.7. - Salaries.

The salaries of all councilmembers shall be fixed by council according to the procedure in Code of Virginia, § 15.2-1414.7. The council is hereby authorized to fix the salaries of all council appointees.

CHAPTER 4. - APPOINTIVE OFFICERS

Sec. 4.1. - Appointments.

At the first meeting in July following each councilmember election, or as soon thereafter as practicable, the council shall appoint:

Sec. 4.2. - Town manager.

A town manager who shall be the administrative and executive head of the municipal government. The town manager shall be chosen by the council without regard to political beliefs and solely upon the basis of executive and administrative qualifications. At the time of appointment, the town manager need not be a resident of the town or the Commonwealth but during tenure of office shall reside within the town. The town manager’s duties shall be as prescribed by the council.

Sec. 4.3. - Town treasurer.

A town treasurer, whose duties shall be as prescribed by the council.

Sec. 4.4. - Town clerk.

A town clerk, who also may be the town manager, and/or the town treasurer, whose duties shall be as prescribed by council.

Sec. 4.5. - Town attorney.

A town attorney, who shall be an attorney at law licensed to practice under the laws of the Commonwealth and shall have actively practiced that profession therein for at least five years immediately preceding appointment. The town attorney shall receive such compensation and fees as shall be provided by the council by ordinance or resolution. The town attorney’s duties shall be as prescribed by the council.

Sec. 4.8. - Term of office.

Appointees hereunder shall serve at all times at the pleasure of the council and may be dismissed at any time by the council.

Sec. 4.6. - Bonds.

Officers shall execute such bonds as may be required by resolution of the council.

Sec. 4.7. - Vacancies of office.

The council may fill any vacancy in any appointive office.

Sec. 4.8. - Appointment of one person to more than one office.

The council may appoint the same person to more than one appointive office.

Sec. 4.9. - Boards and commissions.

The council may, in its discretion, appoint such boards and commissions as it deems necessary.

CHAPTER 5. - COURTS

Sec. 5.1. - Jurisdiction of courts within the town.

The Washington County General District Court and the Juvenile and Domestic Relations Court, and the Circuit Court of Washington County, or their successors, shall have the same jurisdiction both criminal and civil within the town as provided by law.

CHAPTER 6. - FINANCIAL PROVISIONS

Sec. 6.1. - Fiscal year.

The fiscal year of the town shall begin on July 1 of each year and end on June 30 of the year following.

CHAPTER 7. - MISCELLANEOUS

Sec. 7.1. - Elections governed by state law.

All town elections shall be held and conducted in the manner prescribed by the laws of the Commonwealth of Virginia.

Sec. 7.2. - Applicability outside town.

All ordinances of the town, so far as they are applicable, shall apply on, in or to all land, buildings and structures owned by or leased or rented to the town and located outside the town.

Sec. 7.3. - Ordinances continued in force.

All ordinances now in force in the town, not inconsistent with this Charter, shall be and remain in force until altered, amended or repealed by the council.

Sec. 7.4. - Severability of provisions.

If any clause, sentence, paragraph or part of this Charter shall for any reason be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of the Charter but shall be confined in its operation to the clause, sentence, paragraph or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Sec. 7.5. - Disclosure of interest.

The council is hereby empowered to enact a conflict of interest and disclosure ordinance to govern elected and/or appointed town officials not inconsistent with the general law.

Sec. 7.6. - Legislative procedure.

Except in dealing with parliamentary procedure, the council shall act only by ordinance or resolution, and with the exception of ordinances making appropriations, or authorizing the contracting of indebtedness, shall be confined to one general subject.

NOW THEREFORE, BE IT HEREBY RESOLVED that the Council for the Town of Abingdon supports an act for the amendment and reenactment of Part I – Charter, Chapters 1–7.

TOWN OF ABINGDON, VIRGINIA

BY: _____
Mayor

BY: _____
Town Manager

The undersigned Clerk of the Town of Abingdon, Virginia (the "Town") hereby certifies that the foregoing constitutes a true and correct copy of a resolution duly adopted at a meeting of the Council held on January 6, 2020. I hereby further certify that such meeting was a regularly scheduled meeting and that, during the consideration of the foregoing resolution a quorum was present. I further certify that the minutes of such meeting reflect the attendance of the members and the voting on the foregoing resolution was as follows:

Member	Attendance	Vote
Wayne Craig, Mayor	Yes	
Cindy Patterson, Vice Mayor	Yes	
Al Bradley	Yes	
Donna Quetsch	Yes	
Derek Webb	Yes	

WITNESS my hand and seal of the Town of Abingdon as of January 6, 2020.

(SEAL)_____
Kimberly Kingsley, Clerk

NOTICE OF PUBLIC HEARING

The Town of Abingdon will hold a public hearing before the members of the Town Council on Monday, January 6, 2020 at 6:30 pm, in the Council Chambers of the Town Hall, 133 West Main Street, Abingdon, Virginia, to receive comments from the public pursuant to Virginia Code Section §15.2-202 and The Code for the Town of Abingdon, Part 1, Charter, including updates to boundary description, Virginia code section references, appointive officers and stylistic changes.

A copy of the proposed changes to the Charter is on file for review by the public, during regular office hours in the Town Manager's Office, at the Abingdon Municipal Building, 133 West Main Street, Abingdon, VA 24210.

James Morani

James Morani, Town Manager

Please advertise in Bristol Herald Courier under the Town of Abingdon seal on:

Monday, December 30, 2019

I, Cameron Bell, Counsel for the Town of Abingdon, VA, do hereby acknowledge that this notice is true and correct in form and that it meets all of the procedural and substantive requirements set forth in the Town Code, this _____day of December, 2019.

_____

Order Confirmation

Order# 0001043681

Client:	TOWN OF ABINGDON	**Pavor :**	TOWN OF ABINGDON
Phone:	2764922149	**Phone:**	2764922149
Account:	6019851	**Account:**	6019851
Address:	133 W MAIN ST. ABINGDON VA 242120789	**Address:**	133 W MAIN ST. ABINGDON VA 242120789

Sales Rep	Accnt Rep	Ordered By	Fax:	
aperrone_tri	selfserve_TRI	Kim Kingsley	EMail:	kkingsley@abingdon-va.gov

Total Amount	**$251.60**
Payment Amount	**$0.00**
Amount Due	**$251.60**
Tax Amount:	0.00
Payment Meth:	Invoice - Statement

Tear Sheets	Proofs	Affidavits	PO Number:
0	0	1	

Ad Number	Ad Type	Ad Size	Color
0001043681-01	CLS Legal Liner	2 X 24 li	$0.00

Production Method	Production Notes
AdBooker (liner)	

Product and Zone	Placement	Position	# Inserts
TRI Bristol Herald Courier	C-Legal Ads	Legal Notices	1

Run Schedule Invoice Text: NOTICE OF PUBLIC HEARING The Town of Abingdon will

Run Dates 12/30/2019

Product and Zone	Placement	Position	# Inserts
TRI heraldcourier.com	C-Legal Ads	Legal Notices	10

Run Schedule Invoice Text: NOTICE OF PUBLIC HEARING The Town of Abingdon will

Run Dates 12/30/2019, 12/31/2019, 1/ 1/2020, 1/ 2/2020, 1/ 3/2020, 1/ 4/2020, 1/ 5/2020, 1/ 6/2020, 1/ 7/2020, 1/ 8/2020

TagLine: NOTICEOFPUBLICHEARINGTHETOWNOFABINGDONWILLHOLDAPUBLICHEARINGBEFORETHEMEMBERSOFTHETOWNCOUNCILONMONDAYJANUARY62020AT630PMINTHE

Ad Content Proof

Note: Ad size does not reflect actual ad

NOTICE OF PUBLIC HEARING

The Town of Abingdon will hold a public hearing before the members of the Town Council on Monday, January 6, 2020 at 6:30 pm, in the Council Chambers of the Town Hall, 133 West Main Street, Abingdon, Virginia, to receive comments from the public pursuant to Virginia Code Section §15.2-202 and The Code for the Town of Abingdon, Part 1, Charter, including updates to boundary description, Virginia code section references, appointive officers and stylistic changes.

A copy of the proposed changes to the Charter is on file for review by the public, during regular office hours in the Town Manager's Office, at the Abingdon Municipal Building, 133 West Main Street, Abingdon, VA 24210.

James Morani, Town Manager

PART I - CHARTER[1]

~~Footnotes:~~

~~(1)~~

~~**Editor's note**— Printed herein is Acts 1978, ch. 76, as adopted by the General Assembly. Amendments to the Charter are indicated by parenthetical history notes following amended provisions. The absence of a history note indicates that the provision remains unchanged from the original Charter. Obvious misspellings have been corrected without notation. For stylistic purposes, a uniform system of headings, catchlines and citations to state statutes has been used. Additions made for clarity are indicated by brackets.~~

CHAPTER 1. - INCORPORATION, FORM OF GOVERNMENT AND BOUNDARIES

Sec. 1.1. - Incorporation.

The inhabitants of the territory comprised within the present limits of the Town of Abingdon, as such limits are now or may hereafter be altered and established by law, shall constitute and continue to be a body politic and corporate, to be known and designated as the Town of Abingdon, and as such shall have perpetual succession, may sue and be sued, implead and be impleaded, contract and be contracted with, and may have a corporate seal which it may alter, renew or amend at its pleasure by proper ordinance.

Sec. 1.2. - Form of government.

The municipal government provided by this Charter shall be known as the "town manager plan." Pursuant to its provisions, and subject only to the limitations imposed by the Constitution of Virginia and by this Charter, all powers of the town shall be vested in an elective council, hereinafter referred to as "the council," which shall enact local legislation, adopt budgets, determine policies, and appoint the town manager, who shall execute the laws and administer the government of the town.

Sec. 1.3. - Boundaries.

The boundaries of the town shall be as established by the annexation order of the Circuit Court of Washington County, Virginia, entered in Law Order Book "S", page 173, on the 17th day of April, 1948, and an order of the Circuit Court of Washington County, Virginia, contracting the corporate limits of the Town of Abingdon as entered on November 22, 1950, in Law Order Book 27, page 24, an order of annexation of the Circuit Court of Washington County, Virginia, entered on May 28, 1987, in Law Order Book 55, page 456, a supplemental order of the Circuit Court of Washington County, Virginia, entered on July 6, 1987, in Law Order Book 55, page 583, and an order of the Circuit Court of Washington County, Virginia, entered on August 14, 1991, in Law Order Book 72, page 565 (amending and restating a prior order of the Circuit Court of Washington County, Virginia, entered on July 25, 1991, in Law Order Book 72, page 488), which are incorporated herein by reference and made a part hereof, and including such boundaries that may be annexed as memorialized by orders of court.

~~**State Law reference**— Charters not to contain metes and bounds of municipal corporation, Code of Virginia, § 15.1-836.2.~~

CHAPTER 2. - POWERS

Sec. 2.1. - General grant of powers.

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The Town of Abingdon shall have and may exercise all powers which are now or hereafter may be conferred upon or delegated to towns under the Constitution and laws of the Commonwealth of Virginia, as fully and completely as though such powers were specifically enumerated herein, and no enumeration of particular powers by this Charter shall be held to be exclusive, and the town shall have, exercise, and enjoy all the rights, immunities, powers and privileges and be subject to all the duties and obligations now appertaining to and incumbent on the town as a municipal corporation.

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~~Sec. 2.2. - Adoption of certain sections of the Code of Virginia.~~

~~The powers granted in section 2.1 of this Charter include specifically, but are not limited to, all powers set forth in Code of Virginia, §§ 15.1-837 through 15.1-907, inclusive, as amended, and all acts in furtherance thereof and supplemental thereto.~~

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Sec. 2.3. - Eminent domain.

The powers of eminent domain as set forth in Code of Virginia, Title 15.2~~1~~ and Title 25.1, as amended, are hereby conferred upon the Town of Abingdon.

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CHAPTER 3. - COUNCIL

Sec. 3.1. - Election, qualification and term of office for council~~men~~members.

The Town of Abingdon shall be governed by a town council composed of five councilmember~~sen~~, all of whom shall be qualified voters of the town, to be elected from the town at large. Any person qualified to vote in the town shall be eligible for the office of councilmember~~an~~. The councilmember~~sen~~ in office at the time of the adoption of this Charter shall continue in office until the expiration of the terms for which they were elected or until their successors are duly elected and qualified. An election for ~~councilmen~~ councilmembers shall be held on the first Tuesday in May, 1978, and on the first Tuesday in May of every second year thereafter. The councilmember~~sen~~ elected the first Tuesday in May, 1978, and thereafter shall enter upon their duties on the first day of July next succeeding their election, and shall each serve for a term of four years or until their successors have qualified.

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Sec. 3.2. - Vacancies on council.

Vacancies on the council shall be filled promptly from among the qualified voters of the town, by a majority vote of the remaining members of the council.

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~~**Editor's note** — Code of Virginia, § 15.1-830, provides the procedure for filling vacancies.~~

Sec. 3.3. - Council a continuing body.

The council shall be a continuing body, and no measures pending before such body, or contract or obligation incurred, shall abate or be discontinued because of the expiration of the term of office or removal of any council-members.

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Sec. 3.4. - Mayor.

At its first meeting, the council shall choose by a majority vote of all the members thereof one of their number to be mayor and one to be vice-mayor for the ensuing two years. The mayor shall preside over the meetings of the council, have the same right to speak therein as other members and shall have a vote but no veto. T~~He~~ the mayor shall be recognized as the head of the town government for all ceremonial purposes, the purposes of military law, and the service of civil process, and shall authenticate by ~~his~~ the mayor's signature, such documents or instruments as the council, this Charter, or the laws of the Commonwealth shall require. The vice-mayor shall in the absence or disability of the mayor perform the duties of the mayor. In the absence or disability of both mayor and vice-mayor the council shall, by majority vote of those present choose one of their number as acting mayor.

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Sec. 3.5. - Vacancy in office of mayor.

A vacancy in the office of mayor shall be filled promptly for the unexpired portion of the term from among the members of council, by a majority vote of the council.

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Sec. 3.6. - Meetings of council.

The council shall fix the time of its stated meetings and it shall meet at least once a month and, except as herein provided, the council shall establish its own rules of procedure and such rules as are necessary for the orderly conduct of its business not inconsistent with the laws of the Commonwealth of Virginia. A journal shall be kept of its official proceedings, and its meetings shall be open to the public. Three members of the council shall constitute a quorum for the transaction of business at any meeting. Special meetings may be called at any time by the mayor, by any three members of the council or by the town manager; provided that the members of the council are given reasonable notice of such meetings, and no business shall be transacted at a special meeting thereof except that for which it shall be called. If all members are present, this provision may be waived by a majority vote of the council. No ordinance, resolution, motion or vote shall be adopted by the council unless it shall have received the affirmative votes of a majority of the members present.

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~~**Editor's note** — Executive or closed meetings are authorized in Code of Virginia, § 2.1-344. The vote required to levy a tax is described in Code of Virginia, § 15.1-826. The council may be convened as provided in Code of Virginia, § 15.1-832.~~

Sec. 3.7. - Salaries.

The salaries of all councilmenmbers shall be fixed by ~~a commission of five resident taxpayers~~ council according to the procedure in Code of Virginia, § 15.2~~1-939~~ 1414.7~~et seq.~~ The council is hereby authorized to fix the salaries of all council appointeesd ~~officers and employees of the town~~.

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CHAPTER 4. - APPOINTIVE OFFICERS

Sec. 4.1. - Appointments.

At the first meeting in July following each ~~councilmanic~~ councilmember election, or as soon thereafter as practicable, the council shall appoint:

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~~**Editor's note** — Sections 4.2 et seq. of this Charter provide for the officers to be appointed pursuant to this section.~~

Sec. 4.2. - Town manager.

A town manager who shall be the administrative and executive head of the municipal government. ~~He~~ The town manager shall be chosen by the council without regard to political beliefs and solely upon the basis of ~~his~~ executive and administrative qualifications. At the time of ~~his~~ appointment, t~~T~~he town manager need not be a resident of the town or the Commonwealth but during ~~his~~ tenure of office shall reside within the town. ~~His~~ The town manager's duties shall be as prescribed by the council.

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~~**Editor's note** — The residence of officers is described in Code of Virginia, §§ 15.1-51 and 15.1-52.~~

Sec. 4.3. - Town treasurer.

A town treasurer, whose duties shall be as prescribed by the council.

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Sec. 4.4. - Town clerk.

A town clerk, who also may be the town manager, and/or the town treasurer, whose duties shall be as prescribed by council.

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Sec. 4.5. - Town attorney.

A town attorney, who shall be an attorney at law licensed to practice under the laws of the Commonwealth and shall have actively practiced ~~his~~ that profession therein for at least five years immediately preceding ~~his~~ appointment. ~~He~~ The town attorney shall receive such compensation and fees as shall be provided by the council by ordinance or resolution. ~~His~~ The town attorney's duties shall be as prescribed by the council.

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~~Sec. 4.6. - Fire department officers.~~

~~Fire department officers, as provided in Code of Virginia, § 27-13, as amended.~~

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~~Sec. 4.7. - Deputies and assistants.~~

~~The council may appoint such deputies and assistants to appointive offices as it may deem necessary.~~

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Sec. 4.8. - Term of office.

Appointees hereunder shall serve at all times at the pleasure of the council and may be dismissed at any time by the council.

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Sec. 4.6~~9~~. - Bonds.

Officers~~, deputies and assistants~~ shall execute such bonds as may be required by resolution of the council.

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Sec. 4.7~~10~~. - Vacancies of office.

The council may fill any vacancy in any appointive office.

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Sec. 4.8~~11~~. - Appointment of one person to more than one office.

The council may appoint the same person to more than one appointive office.

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Sec. 4.9~~12~~. - Boards and commissions.

The council may, in its discretion, appoint such boards and commissions as it deems necessary.~~, including the board of zoning appeals.~~

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CHAPTER 5. - COURTS

Sec. 5.1. - Jurisdiction of courts within the town.

The Washington County General District Court and the Juvenile and Domestic Relations Court, and the Circuit Court of Washington County, or their successors, shall have the same jurisdiction both criminal and civil within the town as provided by law.

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~~**State Law reference**— Family Court Law, Code of Virginia, § 16.1-226 et seq.~~

CHAPTER 6. - FINANCIAL PROVISIONS

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Sec. 6.1. - Fiscal year.

The fiscal year of the town shall begin on July 1 of each year and end on June 30 of the year following.

~~**State Law reference**— Uniform fiscal year, Code of Virginia, § 15.1-159.8.~~

CHAPTER 7. - MISCELLANEOUS

Sec. 7.1. - Elections governed by state law.

All town elections shall be held and conducted in the manner prescribed by the laws of the Commonwealth of Virginia.

~~**State Law reference**— Elections, Code of Virginia, tit. 24.2.~~

Sec. 7.2. - Applicability outside town.

All ordinances of the town, so far as they are applicable, shall apply on, in or to all land, buildings and structures owned by or leased or rented to the town and located outside the town.

Sec. 7.3. - Ordinances continued in force.

All ordinances now in force in the town, not inconsistent with this Charter, shall be and remain in force until altered, amended or repealed by the council.

Sec. 7.4. - Severability of provisions.

If any clause, sentence, paragraph or part of this Charter shall for any reason be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of the Charter but shall be confined in its operation to the clause, sentence, paragraph or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Sec. 7.5. - Disclosure of interest.

The council is hereby empowered to enact a conflict of interest and disclosure ordinance to govern elected and/or appointed town officials not inconsistent with the general law.

~~**State Law reference**— State and Local Government Conflict of Interests Act, Code of Virginia, § 2.1-639.1 et seq.~~

Sec. 7.6. - Legislative procedure.

Except in dealing with parliamentary procedure, the council shall act only by ordinance or resolution, and with the exception of ordinances making appropriations, or authorizing the contracting of indebtedness, shall be confined to one general subject.

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AN ORDINANCE OF THE COUNCIL

FOR THE TOWN OF ABINGDON, VIRGINIA

TO ENACT PART II – CODE

Chapter 2 – Administration

Article VII. Boards, Commissions, and Committees

WHEREAS, pursuant to the authority granted by the Commonwealth of Virginia via the Code of Virginia, §15.2-1425 and §15.2-1411, the governing body of every locality in the performance of its duties, obligations and functions may adopt, as appropriate, ordinances, resolutions and motions, including appointing such advisory boards, committees, and commissions as it deems necessary to advise the governing body with regard to any matter of concern to the locality; and

BE IT THEREFORE ORDAINED, in the interest of the providing general guidelines for the boards, commissions and committees, the Council of the Town of Abingdon, Virginia hereby enacts Part II – Code, Chapter 2 – Administration, Article VII. Boards, Commissions and Committees, of the Code of the Town of Abingdon, Virginia as set forth below.

The Code of the Town of Abingdon, Virginia
Part II – Code
Chapter 2 – Administration
Article VII. Boards, Commissions, and Committees

Sec. 2-382. - Establishment generally.

The Council has in the past established, and may in the future establish, by provisions in this Code, certain boards, commissions, and committees. As set out hereafter in this article, the council does establish certain permanent boards, commissions, and committees. The Council may also, from time to time, establish ad hoc committees to serve specific purposes. If there is any conflict between this Article and other sections of the Code, other law or internally adopted bylaws for boards, commission, committees, then the other sections of the Code, other law or internally adopted bylaws shall control.

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Sec. 2-383. - Appointment and qualifications of members.

(a) Members of boards, commissions, and committees established by the council shall be selected, after review of application to serve is completed and filed with the Clerk, by appointment by the council upon an affirmative vote by at least four (4) members of the council. All such nominations shall be required to complete an application. In completing such application, it shall be recognized that the nominee is willing to serve, if appointed. If so requested by any one member of the council, any such appointment shall be made only after the appointee has been interviewed by the Town Manager and/or designee.

(b) Membership on boards, commissions, and committees shall, except where required for a specific reason or an unusual circumstance, be given priority to Town residents and/or affiliation to organizations and/or business located in the Town.

Appointments by the council to boards, commissions, and committees shall be based upon qualifications acquired through experience, training and education, interest, willingness to serve and dedication to promoting the best interests of the Town and its residents. Membership shall not be restricted by race, creed, color, sex or religion. It is the intent of council to have a membership balance among the various interests in the Town, and, it being the further intent of council to achieve balanced representation of the various neighborhoods and sections of the Town on permanent boards, commissions, and committees to which council makes appointments, council shall, in making appointments, give due consideration to the geographic location of the proposed appointee's residence and existing geographic representation on the board, commission, or committee to which appointment is proposed.

Sec. 2-384. - Notice of meetings.

Unless otherwise provided by law or ordinance, all boards, commissions, and committees, established by the council, which are required, under the terms of the Virginia Freedom of Information Act ("FOIA"), to hold public meetings, shall give notice of regular or special meetings consistent with FOIA requirements.

Sec. 2-385. - Vacation of office because of absences.

Absence of any member from three (3) consecutive regular meetings, or three (3) out of five (5) regular meetings, of any permanent board, commission, or committee, absent exigent circumstances which shall be approved by council, shall vacate such member's position on such board, commission, or committee. The chairman of each permanent board, commission, or committee or his designee, who may be a staff person or other nonmember of such board, commission, or committee, shall keep a record of attendance of members at each meeting of such board, commission, or committee, and the chairman shall make a written report to the council of any occurrence of a member of such board, commission, or committee absent from three (3) consecutive regular meetings, or three (3) out of five (5) regular meetings, together with any statement concerning the circumstances surrounding such absences as may be obtained from such member.

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Sec. 2-386. - Removal of office.

Any person appointed to a board, commission, or committee by the council may be removed by the council for neglect of duty or violations of this article or any other provision of law consistent with the requirements of law.

Sec. 2-387. - Joint meetings with Town Council.

It is expected that, from time to time, it will be beneficial for certain boards, commissions, or committees established by the council to meet with the council, in joint session. Each such board, commission, or committee, and the council itself, may request that there be a joint meeting held of the council and any one of such entity consistent with the requirements of law.

Sec. 2-388. - Reports to council; filing of minutes.

(a) Each permanent board, commission or committee established by council shall make a written report to the council within sixty (60) days of the conclusion of each fiscal year which shall summarize the work of such board, authority, commission or committee for such fiscal year. Such report shall include therein a report on attendance of its membership at regular and special meetings of such body for the previous fiscal year. Such reports shall be filed with the Town clerk and forwarded to the members of council by that office. Each board, authority, commission or committee shall also file copies of its minutes with the Town clerk, and copies of such minutes shall be kept on file in that office for public inspection.

(b) Ad hoc committees and commissions appointed by council shall make periodic reports to the council as to the progress of their assigned duties and responsibilities.

CERTIFICATE

Pursuant to Section 2-100 of the Code of the Town of Abingdon, I hereby certify that I have reviewed the foregoing proposed ordinance to enact the Ordinance of the Town of Abingdon to reflect the foregoing establishment and find it to be in correct form this _____ day of _____, 2019.

_____

Cameron Bell
Town Counsel for the Town of Abingdon, Virginia

This ordinance was adopted on _____, 20__ to take effect on _____, 20__.

_____

J. Wayne Craig, Mayor

DRAFT

The undersigned clerk of the Town of Abingdon, Virginia (the "Town"), hereby certifies that the foregoing constitutes a true and correct copy of an ordinance duly adopted at a meeting of the Council held on _____, 20__. I hereby further certify that such meeting was a regularly scheduled meeting and that, during the consideration of the foregoing ordinance, a quorum was present. I further certify that the minutes of such meeting reflect the attendance of the members and the voting on the foregoing ordinance was as follows:

MEMBERS	ATENDANCE	VOTE
Wayne Craig, Mayor		
Cindy Patterson, Vice Mayor		
Al Bradley		
Donna Quetsch		
Derek Webb		

WITNESS MY HAND and the seal of the Town of Abingdon as of _____.

(SEAL)_____
Town Clerk
Town of Abingdon, Virginia

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AN ORDINANCE OF THE COUNCIL
FOR THE TOWN OF ABINGDON, VIRGINIA
TO REPEAL, AMEND AND REENACT
PART II – CODE, CHAPTER 54, PARKS AND RECREATION, ARTICLE II. – ADVISORY COMMISSION ORDINANCE

WHEREAS, §15.2-2200 of the Code of Virginia 1950, as amended, established that the governing body of any town may enact and enforce ordinances for the general purpose of promoting the public health, safety, convenience and welfare of its general public; and

WHEREAS, the Town of Abingdon's current Code, Chapter 54, Parks and Recreation, Article II. – Advisory Commission, the Council for the Town of Abingdon has found it in the best interest of its Commission to repeal, amend and reenact the body of its ordinance; and

NOW, THEREFORE BE IT ORDAINED by the council of the Town of Abingdon that:

1. Should any section or provision of this ordinance be decided to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity or constitutionality of any other section or provision of this ordinance or the Code of the Town of Abingdon, Virginia; and

2. The Town of Abingdon's Code – Part II, Chapter 54 – Parks and Recreation, Article II. – Advisory Commission that is proposed for repeal, amendment, and reenactment, currently appears as follows:

ARTICLE II. - ADVISORY COMMISSION

Sec. 54-26. - Creation; composition.

There shall be a parks and recreation advisory commission in the town, which shall be composed of up to nine members appointed by the council who shall serve without compensation.

Sec. 54-27. - Terms of office of members; filling vacancies.

The terms of office of the members of the parks and recreation advisory commission shall be for three years or until their successors are appointed and qualified; the term of three members shall expire annually. Vacancies in such commission occurring otherwise than by expiration of the term shall be filled by the council for the unexpired term.

Sec. 54-28. - Organization.

Immediately after their appointment, the members of the parks and recreation advisory commission shall meet and organize by electing one of their members chairman and such other officers as may be necessary.

Sec. 54-29. - Duties and responsibilities generally.

(a) The parks and recreation advisory commission shall make recommendations for approval by the town council involving the establishment of a system of supervised recreation for the town; to set apart for use as parks, playgrounds, recreation areas and structures, any lands, water areas or buildings owned by or leased to or controlled by the town and may suggest improvements of such lands or buildings, and structures as may be necessary to the recreation program within those funds allocated to the division of parks and recreation.

(b) The commission shall advise in the acceptance by the town of any grant, gift, bequest or donation, any personal or real property offered or made available for recreation purposes and which is judged to be of present or possible future use for recreation or parks.

(c) The commission shall interpret the recreation and park services of the division of parks and recreation to the community and interpret the needs and desires of the community to the town council.

(d) The commission shall determine and establish the general policies to be followed in carrying out the purpose for which the commission was established.

Sec. 54-30. - Financial duties and responsibilities.

(a) The parks and recreation advisory commission shall have no authority to enter into any contract or incur any obligation binding the town.

(b) The commission shall assist the director of parks and recreation in development and preparation of an annual budget for the division to be submitted to the town manager and subsequently to the town council, at the time designated by the town manager.

(c) The commission shall assist the director of parks and recreation in the development and preparation of an annual budget for capital improvements (acquisition and development) in accordance with the master plan for parks and recreation for the town.

Sec. 54-31. - Planning duties and responsibilities.

(a) The parks and recreation advisory commission, with the assistance of appropriate town agencies, shall prepare a master plan for the acquisition and development of an adequate system of parks, facilities, and recreation programs for the residents of the town and update same yearly, consistent with the town's master plan. The parks and recreation master plan shall be submitted to the town council for its review and approval.

(b) The commission shall investigate and determine the needs and interests of the community for recreation facilities and programs and recommend a recreation program to meet those needs.

Secs. 54-32—54-50. - Reserved.

BE IT FURTHER ORDAINED, that upon the recommendation of the Council for the Town of Abingdon, Part II – Code, Chapter 54 – Parks and Recreation, Article II. – Advisory Commission be repealed, amended and reenacted as follows:

ARTICLE II. - ADVISORY COMMISSION

Sec. 54-26. - Creation; composition.

There shall be a parks and recreation advisory commission in the town, which shall be composed of up to nine members appointed by the council who shall serve without compensation.

Sec. 54-27. - Terms of office of members; filling vacancies.

The terms of office of the members of the parks and recreation advisory commission shall be for ~~three~~ four-years or until their successors are appointed and qualified. ~~; the term of three members shall expire annually.~~ Vacancies in such commission occurring otherwise than by expiration of the term shall be filled by the council for the unexpired term.

Sec. 54-28. - Organization.

Immediately after their appointment, the members of the parks and recreation advisory commission shall meet and organize by electing one of their members chairman and such other officers as may be necessary.

Sec. 54-29. - Duties and responsibilities generally.

(a) The parks and recreation advisory commission shall make recommendations for approval by the town council involving the establishment of a system of supervised recreation for the town; to set apart for use as parks, playgrounds, recreation areas and structures, any lands, water areas or buildings owned by or leased to or controlled by the town and may suggest improvements of such lands or buildings, and structures as may be necessary to the recreation program within those funds allocated to the division of parks and recreation.

(b) The commission shall advise in the acceptance by the town of any grant, gift, bequest or donation, any personal or real property offered or made available for recreation purposes and which is judged to be of present or possible future use for recreation or parks.

(c) The commission shall interpret the recreation and park services of the division of parks and recreation to the community and interpret the needs and desires of the community to the town council.

(d) The commission shall determine and establish the general policies to be followed in carrying out the purpose for which the commission was established.

Sec. 54-30. - Financial duties and responsibilities.

(a) The parks and recreation advisory commission shall have no authority to enter into any contract or incur any obligation binding the town.

(b) The commission shall assist the Director(s) of the Indoor Parks and Recreation and Director(s) of Abingdon Parks and Outdoor Recreation ~~director of parks and recreation~~ in

development and preparation of an annual budget for the division to be submitted to the town manager and subsequently to the town council, at the time designated by the town manager.

(c) The commission shall assist the director of parks and recreation in the development and preparation of an annual budget for capital improvements (acquisition and development) in accordance with the master plan for parks and recreation for the town.

Sec. 54-31. - Planning duties and responsibilities.

(a) The parks and recreation advisory commission, with the assistance of appropriate town agencies, shall prepare a master plan for the acquisition and development of an adequate system of parks, facilities, and recreation programs for the residents of the town and update same yearly, consistent with the town's master plan. The parks and recreation master plan shall be submitted to the town council for its review and approval.

(b) The commission shall investigate and determine the needs and interests of the community for recreation facilities and programs and recommend a recreation program to meet those needs.

Secs. 54-32—54-50. - Reserved.

BE IT ORDAINED by the Council of the Town of Abingdon that said foregoing amendment to the Part II – Code, Chapter 54 – Parks and Recreation, Article II. – Advisory Commission become effective on _____, 20__.

CERTIFICATE

Pursuant to Section 2-100 of the Code of the Town of Abingdon, Virginia, I hereby certify that I have reviewed the foregoing proposed ordinance to repeal, amend and reenact Part II – Code, Chapter 54 – Parks and Recreation, Article II. – Advisory, and find it to be in correct form, as set forth above, this _____ day of _____, 2019.

_____
Cameron Bell, Counsel

This ordinance was adopted on the ____ day of _____, to take effect on _____.

_____
J. Wayne Craig, Mayor

The undersigned Clerk of the Town of Abingdon, Virginia (the "Town"), hereby certifies that the foregoing constitutes a true and correct copy of an ordinance duly adopted at a meeting of the Council held on _____, 20__. I hereby certify that such meeting was a regularly scheduled meeting and that, during the consideration of the foregoing ordinance, a quorum was present. I further certify that the minutes of meeting was a regularly scheduled

meeting and that, during the consideration of the foregoing ordinance, a quorum was present. I further certify that the minutes of such meeting reflect the attendance of the members and the voting on the foregoing ordinance was as follows:

MEMBERS	ATTENDANCE	VOTE
J. Wayne Craig, Mayor		
Cindy Patterson, Vice Mayor		
Al Bradley		
Donna Quetsch		
Derek Webb		

WITNESS MY HAND and the seal of the Town of Abingdon as of _____, 20__.

(SEAL)

_____
Kimberly Kingsley, Clerk

AN ORDINANCE OF THE COUNCIL
FOR THE TOWN OF ABINGDON, VIRGINIA
TO REPEAL, AMEND AND REENACT
PART II – CODE, CHAPTER 2 – ADMINISTRATION,
ARTICLE III. – OFFICERS AND EMPLOYEES,
SECTION 2-126. – TOWN MANAGER; TREASURER

WHEREAS, §15.2-2200 of the Code of Virginia 1950, as amended, established that the governing body of any town may enact and enforce ordinances for the general purpose of promoting the public health, safety, convenience and welfare of its general public; and

WHEREAS, the Town of Abingdon's current Code, Chapter 2 – Administration, Article III. – Officers and Employees, Section 2-126. – Town Manager; Treasurer, the Council for the Town of Abingdon has found it in the best interest to clarify duties and powers of the Town Manager; Treasurer to repeal, amend and reenact the body of its ordinance; and

NOW, THEREFORE BE IT ORDAINED by the council of the Town of Abingdon that:

1. Should any section or provision of this ordinance be decided to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity or constitutionality of any other section or provision of this ordinance or the Code of the Town of Abingdon, Virginia; and

2. The Town of Abingdon's Code – Part II, Chapter 2 – Administration, Article III. – Officers and Employees, Section 2-126. – Town Manager; Treasurer that is proposed for repeal, amendment, and reenactment, currently appears as follows:

ARTICLE III. - OFFICERS AND EMPLOYEES

Sec. 2-126. - Town manager; treasurer.

At the first meeting in July following each councilmanic election, or as soon thereafter as practicable, the council shall appoint a town manager who shall be the administrative and executive head of the municipal government. He shall be chosen by the council without regard to political beliefs and solely upon the basis of his executive and administrative qualifications. At the time of his appointment he need not be a resident of the town or the commonwealth but during his tenure of office shall reside within the town. He shall be appointed for an indefinite period and shall hold office during the pleasure of the council. He shall receive such compensation as shall be provided by the council by ordinance or resolution. He may be bonded as the council may deem necessary. During the absence or disability of the town manager or in case of a vacancy, the council may designate some properly qualified person to perform the

duties of the office during such absence, disability, or vacancy. No councilmember shall receive such appointment during the term for which he shall have been elected, nor within one year after the expiration of his term. Neither the council nor any of the members shall direct or request the appointment, as hereinafter provided, of any person to office by the town manager or by any of his subordinates. Except for the purpose of inquiry, the council and its members shall deal with the administrative service solely through the town manager and neither the council nor any member thereof shall give orders to any subordinates of the town manager, either publicly or privately. The town manager shall have the authority and it shall be his duty to:

(1) See that all laws, ordinances, resolutions and bylaws of the council are faithfully enforced.

(2) Appoint such officers and employees, as the council shall determine and authorize as are necessary for the proper administration of the affairs of the town with the power to discipline and remove any such officer or employee., but he shall report each appointment of any officer having supervisory or administrative authority to the council for confirmation at the next meeting thereof following any such appointment.

(3) Attend all meetings of the council, with the right to take part in the discussion, but having no vote.

(4) Recommend to the council for adoption such measures as he may deem necessary or expedient.

(5) Make reports to the council from time to time upon the affairs of the town and to keep the council fully advised of the town's financial condition and its future financial needs.

(6) Prepare and submit to the council a tentative budget for the next fiscal year as provided by general law.

(7) Make all contracts on behalf of the town pursuant to a resolution or an ordinance of the council and to act as town purchasing agent.

(8) Supervise and control all encumbrances, expenditures and disbursements to ensure that budget appropriations are not exceeded and to appoint, or upon resolution of the council to act as, the town treasurer with the following duties:

a. To be the collector and custodian of all funds belonging to the town and the school board and to deposit such funds in such depositories as may be designated by the council.

b. To have custody of all investments and invested funds of the town in a fiduciary capacity.

c. To disburse by check all monies payable by the town or the school board. If the treasurer be a person other than the town manager, all checks shall be countersigned by the town manager.

d. To protect the interests of the town by withholding the payment of any claim or demand by any person against the town until any indebtedness or other liability due from such person shall first have been settled and adjusted.

e. To perform such other duties as may be prescribed or requested by council.

Sec. 2-127. - Town clerk.

At the first meeting in July following each councilmanic election, or as soon thereafter as practicable, the council shall appoint a town clerk, who also may be the town manager, for an indefinite term. He shall receive such compensation as shall be provided by the council by ordinance or resolution. His duties shall include the following:

(1) Be the custodian of the corporate seal.

(2) Give notice of council meetings.

(3) Keep a journal of council proceedings.

(4) Authenticate by his signature and record in full in a book kept for the purpose all ordinances and resolutions.

(5) Serve as the commissioner of the revenue for the town; prepare the land and property books and extend assessments; and assess all license taxes required by this Code and other ordinances of the town.

(6) Prepare all statements for monies owed the town for supplies or services rendered.

(7) Perform such other duties as may be prescribed or requested by council.

Sec. 2-128. - Town attorney.

At the first meeting in July following each councilmanic election, or as soon thereafter as practicable, the council shall appoint a town attorney, for an indefinite term, to be the legal advisor of the council, the town manager and of all departments, boards, commissions and agencies of the town in all matters affecting the interests of the town and shall upon request furnish a written opinion on any question of law involving their respective official powers and duties.

Sec. 2-129. - Fire department.

At the first meeting in July following each councilmanic election, or as soon thereafter as practicable, the council shall appoint fire department officers, as provided in Code of Virginia, § 27-13.

Sec. 2-130. - Enforcement of ordinances, resolutions, laws, rules.

All officers and employees of the town shall enforce obedience to such statutes, provisions of this Code or any ordinances, resolutions, rules and regulations or orders issued thereunder, as may relate to their regular duties, and any other statutes, provisions of this Code or ordinances, resolutions, rules, regulations or orders with whose enforcement they are properly chargeable, by any measures provided therein, by the proper report of any violation thereof and by instituting such proceedings as may be necessary to such enforcement.

Sec. 2-131. - Right of entry for purposes of inspection.

Whenever any officer or employee of the town is required or authorized by statute, the provisions of this Code, any ordinance or resolution or rules and regulations or orders issued thereunder, in order to carry out his duties thereunder, to enter any premises or vehicle for the

purpose of making an inspection thereof or of anything therein contained, such officer or employee shall have the right to enter any such premises or vehicle at any reasonable time in pursuance of such duties.

Secs. 2-132—2-150. - Reserved.

BE IT FURTHER ORDAINED, that upon the recommendation of the Council for the Town of Abingdon, Part II – Code, Chapter 2 – Administration, Article III. – Officers and Employees, Section 2-126. – Town Manager; Treasurer be repealed, amended and reenacted as follows:

ARTICLE III. - OFFICERS AND EMPLOYEES

Sec. 2-126. - Town manager; treasurer.

At the first meeting in July following each councilmanic election, or as soon thereafter as practicable, the council shall appoint a town manager who shall be the administrative and executive head of the municipal government. He shall be chosen by the council without regard to political beliefs and solely upon the basis of his executive and administrative qualifications. At the time of his appointment he need not be a resident of the town or the commonwealth but during his tenure of office shall reside within the town. He shall be appointed for an indefinite period and shall hold office during the pleasure of the council. He shall receive such compensation as shall be provided by the council by ordinance or resolution. He may be bonded as the council may deem necessary. During the absence or disability of the town manager or in case of a vacancy, the council may designate some properly qualified person to perform the duties of the office during such absence, disability, or vacancy. No councilmember shall receive such appointment during the term for which he shall have been elected, nor within one year after the expiration of his term. Neither the council nor any of the members shall direct or request the appointment, as hereinafter provided, of any person to office by the town manager or by any of his subordinates. Except for the purpose of inquiry, the council and its members shall deal with the administrative service solely through the town manager and neither the council nor any member thereof shall give orders to any subordinates of the town manager, either publicly or privately. The town manager shall have the authority and it shall be his duty to:

(1) See that all laws, ordinances, resolutions and bylaws of the council are faithfully enforced.

(2) Appoint such officers and employees, ~~as the council~~ as the town manager shall determine and authorize as are necessary for the proper administration of the affairs of the town with the power to discipline and remove any such officer or employee.~~, but he shall report each appointment of any officer having supervisory or administrative authority to the council for confirmation at the next meeting thereof following any such appointment.~~

(3) Attend all meetings of the council, with the right to take part in the discussion, but having no vote.

(4) Recommend to the council for adoption such measures as he may deem necessary or expedient.

(5) Make reports to the council from time to time upon the affairs of the town and to keep the council fully advised of the town's financial condition and its future financial needs.

(6) Prepare and submit to the council a tentative budget for the next fiscal year as provided by general law.

(7) Make all contracts on behalf of the town pursuant to a resolution or an ordinance of the council and to act as town purchasing agent.

(8) Supervise and control all encumbrances, expenditures and disbursements to ensure that budget appropriations are not exceeded and to appoint, or upon resolution of the council to act as, the town treasurer with the following duties:

a. To be the collector and custodian of all funds belonging to the town and the school board and to deposit such funds in such depositories as may be designated by the council.

b. To have custody of all investments and invested funds of the town in a fiduciary capacity.

c. To disburse by check all monies payable by the town or the school board. If the treasurer be a person other than the town manager, all checks shall be countersigned by the town manager.

d. To protect the interests of the town by withholding the payment of any claim or demand by any person against the town until any indebtedness or other liability due from such person shall first have been settled and adjusted.

e. To perform such other duties as may be prescribed or requested by council.

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(3) Keep a journal of council proceedings.

(4) Authenticate by his signature and record in full in a book kept for the purpose all ordinances and resolutions.

(5) Serve as the commissioner of the revenue for the town; prepare the land and property books and extend assessments; and assess all license taxes required by this Code and other ordinances of the town.

(6) Prepare all statements for monies owed the town for supplies or services rendered.

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At the first meeting in July following each councilmanic election, or as soon thereafter as practicable, the council shall appoint a town attorney, for an indefinite term, to be the legal advisor of the council, the town manager and of all departments, boards, commissions and agencies of the town in all matters affecting the interests of the town and shall upon request furnish a written opinion on any question of law involving their respective official powers and duties.

Sec. 2-129. - Fire department.

At the first meeting in July following each councilmanic election, or as soon thereafter as practicable, the council shall appoint fire department officers, as provided in Code of Virginia, § 27-13.

Sec. 2-130. - Enforcement of ordinances, resolutions, laws, rules.

All officers and employees of the town shall enforce obedience to such statutes, provisions of this Code or any ordinances, resolutions, rules and regulations or orders issued thereunder, as may relate to their regular duties, and any other statutes, provisions of this Code or ordinances, resolutions, rules, regulations or orders with whose enforcement they are properly chargeable, by any measures provided therein, by the proper report of any violation thereof and by instituting such proceedings as may be necessary to such enforcement.

Sec. 2-131. - Right of entry for purposes of inspection.

Whenever any officer or employee of the town is required or authorized by statute, the provisions of this Code, any ordinance or resolution or rules and regulations or orders issued thereunder, in order to carry out his duties thereunder, to enter any premises or vehicle for the purpose of making an inspection thereof or of anything therein contained, such officer or employee shall have the right to enter any such premises or vehicle at any reasonable time in pursuance of such duties.

Secs. 2-132—2-150. - Reserved.

CERTIFICATE

Pursuant to Section 2-100 of the Code of the Town of Abingdon, Virginia, I hereby certify that I have reviewed the foregoing proposed ordinance to repeal, amend and reenact Part II – Code, Chapter 2 – Administration, Article III. – Officers and Employees, Section 2-126. – Town Manager; Treasurer, and find it to be in correct form, as set forth above, this _____ day of _____, 2019.

_____

Cameron Bell, Counsel

This ordinance was adopted on the ____ day of _____, to take effect on _____.

_____
J. Wayne Craig, Mayor

The undersigned Clerk of the Town of Abingdon, Virginia (the "Town"), hereby certifies that the foregoing constitutes a true and correct copy of an ordinance duly adopted at a meeting of the Council held on _____, 20__. I hereby certify that such meeting was a regularly scheduled meeting and that, during the consideration of the foregoing ordinance, a quorum was present. I further certify that the minutes of meeting was a regularly scheduled meeting and that, during the consideration of the foregoing ordinance, a quorum was present. I further certify that the minutes of such meeting reflect the attendance of the members and the voting on the foregoing ordinance was as follows:

MEMBERS	ATTENDANCE	VOTE
J. Wayne Craig, Mayor		
Cindy Patterson, Vice Mayor		
Al Bradley		
Donna Quetsch		
Derek Webb		

WITNESS MY HAND and the seal of the Town of Abingdon as of _____, 20__.

(SEAL)

_____
Kimberly Kingsley, Clerk

MEMORANDUM

TO: Mayor and Town Council

CC: James Morani, Town Manager

FROM: Tyler Vencill, Town Engineer

DATE: January 6, 2019

RE: **PROPOSAL FOR GENERAL ENGINEERING AND ARCHITECTURAL SERVICES**

The Town of Abingdon sent out a Request for Proposal (RFP) for General Engineering and Architectural Services, to include architectural, general civil engineering, traffic and transportation services, and wastewater treatment and sewage collection engineering services, on September 2, 2019. A total of 11 proposals were received by the deadline stated in the RFP. Previously the Town has awarded the General Civil Engineering and Traffic and Transportation Services at the October 1, 2019 meeting of the Town Council and the Architectural and Wastewater Treatment and Sewage Collection Engineering at the November 4, 2019 meeting of the Town Council. In consideration of anticipated work on the sewage collection system we recommend the addition of a third consultant to the Wastewater Treatment and Sewage Collection Engineering on-call contract:

Wastewater Treatment and Sewage Collection Engineering

- Hydrostructures

We are requesting a motion to authorize the Town Manager to enter into competitive negotiation with the aforementioned company for services and execute an agreement for said services.

JTV

PUBLIC DOCUMENT –
SUBJECT TO FREEDOM OF INFORMATION ACT

APPLICATION EXPIRES DECEMBER 31, 2019

Town of Abingdon
Board and Commission Application

The Abingdon Town Council has adopted this application for use by individuals interested in appointment to any of the Town's advisory boards and commissions. To ensure your application will receive full consideration, please answer all questions completely. Questions? Call 276-492-2149

Please return this application either:

- **In person (3rd floor of the Town Hall), 133 West Main Street, Abingdon, VA;**
- **By mail, Boards and Commissions, Town of Abingdon, P.O. Box 789, Abingdon, VA 24212; or**
- **kkingsley@abingdon-va.gov**

*****PLEASE PRINT OR TYPE*****

Name Daniel McNeillie Date: 12/2/19

Address 145 Marcus Way, Unit 5 Abingdon City/State VA Zip 24210

Do you live inside the Town limits of Abingdon? **YES** ✓ **NO** _____

Telephone: *Home* _____ *Work* 276-619-3342
Cell 941-840-1232 *Fax* _____

Email Address: *(required)* dir of marketing @ barter theatre.com

PLACE OF EMPLOYMENT: Barter Theatre

Address: 166 Cummings St. Abingdon, VA 24210

Description of job duties: Director of Marketing

EDUCATIONAL BACKGROUND Please list including names of all schools and years attended.

Medway HS '05
Hubspot Inbound Certified
Google Analytics Certified

Are you currently serving on a board or commission of the Town of Abingdon? Yes_____ No ✓

If so, which Board(s) or Commission(s)?

_____

When do(es) your present term(s) expire? (mm/yy)

_____

Have you ever served on any boards or commissions in the past either here or in other localities?

Yes__ No✓

If so, what were they and when did you serve? _____

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to (see attached list and board and commission description):

Tourism Advisory Committee

Why do you wish to serve the Town in this capacity? Do you have an area of interest or background that you believe would be a beneficial service in this capacity? If so, what is it and how would it behelpful?

As the marketing director at Barter, tourism is incredibly impactful to the success of Barter & Abingdon. Want to be a part of the process determining the best ways to drive tourism to Abingdon.

To the best of my ability, all information on this application is truthful.

SIGNATURE _____

Thank you for your interest in appointment to the Town of Abingdon's Advisory Boards and Commissions.

Members of the Planning Commission, Economic Development Authority, Board of Zoning Appeals, and Housing and Redevelopment Authority, Historic Preservation Review Board are required to complete a Statement of Economic Interest.

Please circle any other committees you are willing to serve on

Board of Building Code Appeals	Planning Commission *
Board of Zoning Appeals	Recreation Advisory Commission
Economic Development Authority	Sinking Springs Cemetery Committee
Infrastructure Advisory Committee	Sustain Abingdon Committee
Historic Preservation Review Board*	Tourism Advisory Committee
Housing and Redevelopment Authority	Tree Commission
Muster Grounds Steering Committee	Virginia Highlands Small Business Incubator

***Must be willing to become certified and/or attend training/seminar related to boards/commissions**