

**TOWN OF ABINGDON
WORK SESSION
WEDNESDAY, MARCH 18, 2020 – 2:30 PM
COUNCIL CHAMBERS – MUNICIPAL BUILDING**

A work session of the Abingdon Town Council was held on Wednesday, March 18, 2020 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: Mrs. Quetsch
 Mr. Webb
 Ms. Patterson
 Mayor Craig

Members of Council Absent: Mr. Bradley

(VIDEO 10:05 – 10:29)

On motion by Mayor Craig, second by Ms. Patterson, to approve the agenda as presented.

The roll call vote was as follows:

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

- C. **PUBLIC COMMENTS (VIDEO 10:30 – 13:27)**
- Ashby Dickerson
- D. **PROCLAMATION**
- E. **PETITIONS, PUBLIC HEARINGS AND FIRST READING OF ORDINANCES**

F. NEW BUSINESS

1. Presentation from Sam Rosenthal regarding proposals for property and casualty insurance – ***Sam Rosenthal, Rosenthal Insurance Consulting, Inc. (VIDEO 13:36 – 14:55)***

Town Manager James Morani stated that he asked the two consultant brokers not to come to the meeting. Mr. Morani stated that the Town is currently with VaCorp. The process for the Request for Proposals was followed, however did not result in a solicitation or submittal by VML Insurance Company and requested that the Council table this matter and not take any action at this time. Mr. Morani stated that he would like to contact Mr. Rosenthal to consider an extension and discuss the issue with Cameron Bell, Counsel. Council present agreed to continue the matter as requested.

2. Presentation from Regina Fields, Price & Ramey Insurance, regarding proposals for health insurance – ***Regina Fields, Price & Ramey Insurance (VIDEO 14:55 – 16:14)***

Town Manager James Morani advised Council that the results were favorable with 0% increase and recommended renewal of health insurance with The Local Choice - Anthem/Blue Cross-Blue Shield.

On motion by Ms. Patterson, second by Mr. Webb, approve the recommendation by the Town Manager to accept a proposal for the renewal of health insurance with The Local Choice with no increase.

The roll call vote was as follows:

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

3. Presentation from David Rose, Davenport & Associates, regarding Wastewater Fund Overview – ***David Rose, Davenport & Associate (VIDEO 16:16 – 40:22)***

Jimmy Sanderson with Davenport & Associates advised Council that Mr. Rose was under the weather and he would be presenting on his behalf. Mr. Sanderson's presentation included the goal to develop a multi-year pro forma for the Utility Enterprise Fund (wastewater) to determine/analyze the timing and magnitude of future user rate increases; historical and future capability to meet Virginia Resources Authority's debt-related covenants; ability to provide CIP funding over the next five-years; viability of avoiding General Fund subsidy(s) to the Wastewater Fund; and compliance with industry best-practices. Mr. Sanderson also stated that the objectives

would be to provide a strategy(s) consistent with the objectives which minimizing user rate increases and to provide a timetable for execution of the strategy(s). Mr. Sanderson recommended that the Town utilize a strategic financing plan and work with town staff to implement required user rate increases and to move forward to procure interim financing; prepare and adopt updated Financial Policy Guidelines related to the Wastewater Fund, and close on interim financing in May/June 2020. Discussion ensued.

4. Discussion regarding sports complex budget – *James Morani, Town Manager*
(VIDEO 40:31 – 52:38)

Mr. Webb provided Council with an update regarding getting the sports complex out for bid and the Recreation Advisory Committee held several meeting to discuss different design options. Mr. Webb presented that Council consider a complete build-out from the beginning, however when reviewing the numbers it appears that we may need additional monies. Mr. Webb stated that it would be wise to tap into the extra \$2,000,000 that the Town was approved for with our bond rating. Discussion ensued and Jimmy Sanderson with Davenport & Associates addressed some questions.

Council agreed to conduct a public hearing at the next Council meeting.

5. Discussion regarding adoption of an ordinance regarding the collection of delinquent taxes by distress, personal judgment or sale, to include publishing delinquent taxes in a newspaper of general circulation and/or on the Town's website. – *James Morani, Town Manager*
(VIDEO 52:39 – 56:18)

Town Manager James Morani stated this matter required no action as it is being presented as a draft that would allow publication of delinquent taxes in a newspaper of general circulation and/or on the Town's website. Council agreed to have this matter placed on the next agenda for a first reading.

6. Discussion regarding an easement from Town of Abingdon to Virginia Department of Transportation for Virginia Creeper Trail. – *John Dew, Director of Public Works*
(VIDEO 56:18 – 1:01:28)

John Dew, Director of Public Works provided Council with an update on the agreement with the Virginia Department of Transportation, which included additional language to protect the Town's interest. Discussion ensued.

7. Discussion regarding composition of Planning Commission and Historic Preservation Review Board – *James Morani, Town Manager*
(VIDEO 1:01:31 – 1:08:59)

Town Manager James Morani proposed that Council consider changes to remove the Town Manager, as he felt that it was inappropriate. Mr. Morani also suggested an amendment to state

that “a council member may appoint a Council member to that commission”, should the Council feel that a liaison is needed, and the position is open to a Council or non-Council member. Discussion ensued.

Cameron Bell, Counsel, stated that the statute stated that one member of the Commission states that it may be an administrator or Council, or neither could serve. Discussion continued. Council agreed to place on next month’s agenda.

G. UNFINISHED BUSINESS

H. MATTERS NOT ON THE AGENDA (VIDEO 1:09:00 – 1:10:43)

Town Manager James Morani stated that there were some discussion regarding suspending sewer disconnections. Mr. Morani presented a Resolution that sewer disconnects would be suspended for non-payment through April 30, 2020, unless Council agreed to extend the deadline at that time.

On motion by Mr. Webb, second by Mrs. Quetsch, to adopt the Resolution extending the sewer disconnects for non-payment through April 30, 2020.

The roll call vote was as follows:

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

I. REPORTS FROM COUNCIL / STAFF (VIDEO 1:10:46 - 1:27:02)

Town Manager James Morani provided Council with an update regarding the changes and amendments to work and building closures needed directly related to the Coronavirus. Police Chief Sullivan also provided an update regarding the Governor’s Executive Order.

Cameron Bell, Counsel, addressed Council stating that most localities around the region, and even private business, on how to meet and how to serve their constituents during this time. Mr. Bell referred to Code of Virginia, Section 2.2-3708.2 allows the localities to adopt a policy to allow electronic meetings and communications. Discussion ensued.

On motion by Mr. Webb, second by Mrs. Quetsch, to assign the authority to draft a policy regarding electronic meetings and communications that will allow the Council to continue to discern.

The roll call vote was as follows:

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

Town Manager James Morani recommended contacting the organizations that requested non-departmental budget appropriations and assigning a time to conduct presentations, Council would assemble. It would be an open meeting and live stream the meeting on the Town's Youtube channel. Council agreed.

Cameron Bell, Counsel, stated that contrary to what was stated prior, this is not a mandatory public meeting as it is allowing the people the opportunity to give input on the budget.

(VIDEO 1:27:02 – 1:29:12)

Mrs. Quetsch recognized Mr. Morani's one-year anniversary and stated that she was thankful to find a qualified, compassionate and principled person to lead the staff in service to the Town's citizens. She stated the Town management cares about each employee. Mrs. Quetsch voiced that she felt the best way to promote a happy and healthy workplace was to promote honesty, loyalty and respect to their employer and that Mr. Morani and the team he is building is truly doing what is right for the Town of Abingdon and she will look forward to working with him as long as the citizens allow her to serve on Council.

(VIDEO 1:29:17 – 1:30:59)

Ms. Patterson stated that Mr. Ashby relied a lot of the information regarding Meals on Wheels taking extra applications to assist folks that cannot get out asked that they contact The Community Center.

(VIDEO 1:31:00 – 1:31:54)

Mr. Webb stated that in thirteen years of being a pharmacist that he has never quite seen a situation like the CoVID-19 and is mass chaos in the grocery stores. Also, he stated that he admired the work that Mr. Morani and the team is doing the proactive approach and Chief Sullivan with our police force, with everyone stepping up.

(VIDEO 1:31:54 – 1:32:16)

Mayor Craig thanked the Council for cooperating with the staff and appreciates their work and that he felt this is the hardest work that he has been involved with.

(VIDEO 1:32:27 – 2:30:50)

On motion by Mr. Webb, seconded by Ms. Patterson, to go into closed session pursuant to the Code of Virginia, 1950, as amended, Section 2.2-3711(A)(1) a personnel matter involving (1) performance evaluation or job assignments of specific employees (2) and a personnel matter involving demotion, discipline or resignation of specific public officer, appointee or employee of any public body; and (3) as permitted pursuant to Section 2.2-3711(A)(3) a matter involving acquisition of real property for recreational purposes because discussion in an open meeting would adversely affect our bargaining position.

The roll call vote was as follows:

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

On motion by Ms. Patterson, seconded by Mrs. Quetsch, to reconvene in open session.

The roll call vote was as follows:

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

On motion by Mr. Webb, second by Mrs. Quetsch, pursuant to the Charter of the Town of Abingdon, Section 4.8 to remove Charles Banner as Town Treasurer and pursuant to Charter Section 4.3 appoint Tammy Baldwin to serve at the pleasure of Council

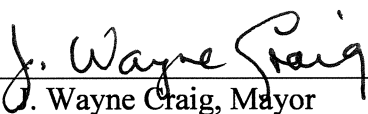
The roll call vote was as follows:

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

Mayor Craig adjourned the meeting.



Kimberly Kingsley, Clerk



J. Wayne Craig, Mayor