

**TOWN OF ABINGDON
REGULAR MEETING
MONDAY, MAY 18, 2020 – 6:30 PM
COUNCIL CHAMBERS - MUNICIPAL BUILDING**

A regular meeting/budget work session of the Abingdon Town Council was held on Monday, May 18, 2020 at 6:30 pm in the Council Chambers, Municipal Building.

- A. WELCOME-** *Mayor Craig*
- B. ROLL CALL –** *Kimberly Kingsley, Clerk*

Members of Council Present:

Mrs. Quetsch
Mr. Webb
Ms. Patterson
Mayor Craig
Mr. Bradley (electronic)

Cameron Bell, Counsel, stated that the legislation recently passed amendments to allow electronic meetings during the emergency, therefore we are meeting during the COVID-19 emergency in part by electronic communication means by WebEx. Mr. Bell further stated that Mr. Bradley is communicating through electronic communication. **(VIDEO 1:00 – 1:34)**

- C. PLEDGE OF ALLEGIANCE –** *Derek Webb, Council Member*
- D. APPROVAL OF AGENDA –** *Mayor Craig (VIDEO 2:12 – 11:15)*

On motion by Ms. Patterson, to amend the agenda “to put this item after the approval of the minutes, a discussion by the full Council the specific line items presented in the draft budget that I received last week and the amendment sent out to Council Friday. The reason for my request is that our normal budget process including our discussion for the budget is open in open public meetings includes discussion of the draft budget and line item format to allow Council members input and suggested changes based on citizen input to us individually and our own research and”

Mayor Craig requested that Ms. Patterson make a motion to amend the agenda without stating her requested amendment. Mayor Craig asked her to state the Motion again.

On motion by Ms. Patterson, seconded by Mr. Bradley, to amend the agenda and add an item after the approval of the minutes for discussion about specific line items presented in the draft budget.

Ms. Patterson continued with her reason for the request, that our normal budget process in open meetings, includes discussion of the draft budget and

line item format to allow Council members input and suggested changes based on citizen input to us individually and our own research and review of the town priorities and needs. We certainly appreciate the ground work the Finance Committee and draft produced by our Town Manager, Brenda and Stephanie. The point being is that where we always have open public discussion in consideration for changes to the draft improvements and critical Council member input by each elected official. Perhaps inadvertently this step has not been taken and needs to be taken tonight prior to any first reading so we as a Council can make necessary changes and compromises, especially in the midst of the crisis that we're in. I recognize that COVID-19 has delayed our normal process, but we cannot rush into this draft budget merely moving from draft to first reading. We must do our due diligence to listen to all Council members and allow the citizens input. Ms. Patterson also stated that we need to keep open transparency.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mr. Bradley | Aye |
| Mrs. Quetsch | Nay |
| Mr. Webb | Nay |
| Ms. Patterson | Aye |
| Mayor Craig | Nay |

On motion by Mr. Webb, seconded by Mrs. Quetsch, to approve the agenda as presented.

Discussion ensued.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mr. Bradley | Aye |
| Mrs. Quetsch | Aye |
| Mr. Webb | Aye |
| Ms. Patterson | Nay |
| Mayor Craig | Aye |

E. PUBLIC COMMENTS – Please place your name on the sign-up sheet provided and comments are limited to three (3) minutes per person. **(VIDEO 12:10 – 26:44)**

- Michael Henningsen
- Katy Brown
- Blake Baker

F. APPROVAL OF MINUTES (VIDEO 11:18 – 12:08)

- April 20, 2020 Regular Meeting

On motion by Mr. Webb, seconded by Mrs. Quetsch, Council approved the April 20, 2020 regular meeting minutes as presented.

The roll call vote was as follows:

| | |
|----------------------|------------------|
| Mr. Bradley | Aye |
| Mrs. Quetsch | Aye |
| Mr. Webb | Aye |
| Ms. Patterson | Abstained |
| Mayor Craig | Aye |

G. PETITIONS AND PUBLIC HEARINGS

1. **Public Hearing and First Reading** – An Ordinance of the Council for the Town of Abingdon, Virginia proposing a budget for the Town of Abingdon, Virginia and to make appropriation for the current expenses of the Town and to fix a tax rate upon real and personal property, to fix all other local tax rates and fees and rates on utility services for the fiscal year beginning July 1, 2020, and ending June 30, 2021. – **James Morani, Town Manager (VIDEO 26:45 – 2:23:08)**

Town Manager James Morani advised Council that tonight's presentation was a summary of all line items combined that is the statutorily required budget document that must be approved by the Council and was advertised. Mr. Morani stated that prior to discussion with the Finance Committee, there were some personnel changes, together with a software change, and COVID-19 which complicated the process. Discussion ensued and Mr. Morani presented the budget. Council discussed specific questions regarding line items.

(As a result of audio difficulties, Council took a brief recess) **(VIDEO 2:03:19 – 2:09:41)**

Discussion resumed.

Mayor Craig declared the public hearing open for comments. Hearing no comments, Mayor Craig closed the public hearing. Mayor Craig questioned whether the proposal should be rejected. **(VIDEO 2:21:55 – 2:23:06)**

Ms. Patterson stated that the proposal should be rejected. Mayor Craig called for roll call.

The roll call vote was as follows:

| | |
|---------------------|------------|
| Mr. Bradley | Yes |
| Mrs. Quetsch | No |
| Mr. Webb | No |

| | |
|----------------------|------------|
| Ms. Patterson | Yes |
| Mayor Craig | No |

H. CONSIDERATION OF ANY BIDS

1. Authorization to award contract to Ken's Construction, Inc. for the Russell Road Signalized Crosswalk project – *John Dew, Director of Public Works (VIDEO 2:23:09 – 2:26:53)*

John Dew, Director of Public Works, stated that the Town entered into an agreement with the Virginia Department of Transportation to build a signalized crosswalk on Russell Road near the ballfields. The Town received bids from two contractors and after review and consideration would like to award the bid to the lowest bidder, Ken's Construction, Inc. in the amount of \$48,075.20, after approval from the Virginia Department of Transportation. Mr. Dew stated that this project is 100% Virginia Department of Transportation funded through the Highway Safety Improvement Program. Discussion ensued.

On motion by Mr. Bradley, seconded by Mr. Webb, Council awarded the contract to Ken's Construction, Inc. in the amount of \$48,075.20 and authorized the Town Manager to sign any and all documents necessary.

The roll call vote was as follows:

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|----------------------|------------|
| Mr. Bradley | Aye |
| Mrs. Quetsch | Aye |
| Mr. Webb | Aye |
| Ms. Patterson | Aye |
| Mayor Craig | Aye |

I. REPORTS FROM THE TOWN MANAGER (VIDEO 2:26:55 – 2:28:53)

Town Manager James Morani advised Council that the staff received bid document ready plans from CHA for review and feedback in hopes to go out for bid in early June. Mr. Morani advised Council of his plan to reopen the town hall and the police department building on May 26, 2020. Mr. Morani also advised Council that he just received notification that Plumb Alley has been cancelled for 2020.

J. PASSAGE OF RESOLUTIONS

1. Resolution to consider VDOT request for a permanent easement over a portion of the Virginia Creeper Trail right-of-way, parallel to Drowning Ford Road, approximately 700 feet north of the existing intersection of Route 58 and Virginia Creeper Trail rights-of-way. VDOT seeks this easement for construction and maintenance of two new

bridges to be constructed along the proposed new alignment of Route 58. – **John Dew, Director of Public Works (VIDEO 2:28:55 – 2:30:39)**

John Dew, Director of Public Works advised Council that this matter had been before them several times and Cameron Bell, Counsel has reached an agreement with Virginia Department of Transportation and requested that Council approve the Resolution as presented.

On motion by Mr. Bradley, seconded by Ms. Patterson, Council approved the Resolution as presented.

The roll call vote was as follows:

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|----------------------|------------|
| Mr. Bradley | Aye |
| Mrs. Quetsch | Aye |
| Mr. Webb | Aye |
| Ms. Patterson | Aye |
| Mayor Craig | Aye |

2. Second Amended Resolution to suspend disconnection of water and/or sewer service effective from the date of its passage until May 31, 2020, to any customer due to non-payment. – **James Morani, Town Manager (VIDEO 2:30:41 – 2:33:27)**

Town Manager James Morani recommended that Council approved a Second Amended Resolution to suspend disconnection of water and/or sewer service effective from the date of its passage through May 31, 2020, to any customer due to non-payment. Mr. Morani stated that he would be communicating with Washington County Service Authority regarding that authority's extension.

On motion by Ms. Patterson, seconded by Mr. Webb, Council approved the Second Amended Resolution to suspend disconnection of water and/or sewer service effective from the date of its passage until May 31, 2020, to any customer due to non-payment.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mr. Bradley | Aye |
| Mrs. Quetsch | Aye |
| Mr. Webb | Aye |
| Ms. Patterson | Aye |
| Mayor Craig | Aye |

K. FIRST READING OF ORDINANCES

L. SECOND READING OF ORDINANCE

- 1 **Second Reading of Ordinance** – Amendment to Part II – Code, Chapter 2 – Administration, Article VI. – Planning Commission, Division 2. – Powers and Duties, Section 2-326. – Town provisions, Subsection (b) – Composition, qualifications and appointment of members. – *James Morani, Town Manager (VIDEO 2:33:28 – 2:34:44)*

Town Manager James Morani advised Council that proposal removes the Town Manager from the Planning Commission. Mr. Morani stated that upon the passage of this Ordinance it would become effective immediately that there is no need to be concerned regarding any quorum issues with the next meeting being held electronically. Mr. Morani further stated that it was his hope to have applicants by the June 15, 2020 Council meeting and make an appointment to the Planning Commission for the replacement of the Town Manager.

On motion by Mr. Webb, seconded by Mrs. Quetsch, Council approved the Ordinance as presented.

The roll call vote was as follows:

| | |
|----------------------|------------|
| Mr. Bradley | Aye |
| Mrs. Quetsch | Aye |
| Mr. Webb | Aye |
| Ms. Patterson | Aye |
| Mayor Craig | Aye |

M. MISCELLANEOUS BUSINESS AND COMMUNICATIONS

- 1 Consideration of date and time for July organizational – regular meeting – *James Morani, Town Manager (VIDEO 2:34:44 – 2:37:19)*

Town Manager James Morani led discussion regarding dates and times to schedule the July 2020 Council meeting. Discussion ensued and it was agreed to schedule the meeting on July 1, 2020 at 6:30 pm. Discussion was also held regarding dates for the July work session, however no date was agreed upon.

N. OLD BUSINESS

O. COUNCIL MEMBER REPORTS (VIDEO 2:37:45 – 2:38:44)

Ms. Patterson stated that she talked to some of our delegates and senators about some of the money that the government was going to give for the COVID-19 pandemic. Ms. Patterson further stated that she wrote a letter to all delegates in this area and the senators and Mr. Griffith asking for funds for not only Abingdon but for our surrounding neighbors in Washington County,

Damascus, Meadowview and Glade Spring as well, in hopes of getting some of the COVID-19 distribution.

P. APPOINTMENTS TO BOARDS AND COMMITTEES (VIDEO 2:37:19 – 2:37:41)

- 1 Planning Commission
 - Appointment to fill a vacancy as a result of Council member no longer serving
- 2 Board of Building Code Appeals
 - Appointment to fill the expired term of Charlie Day

Mayor Craig stated that no applications were received and the matter would be carried over to the next meeting.

Mayor Craig adjourned the meeting.



J. Wayne Craig, Mayor



Kimberly Kingsley, Clerk