



**TOWN OF ABINGDON, VIRGINIA
TOWN COUNCIL REGULAR MEETING
TUESDAY, SEPTEMBER 7, 2021 – 6:30 pm
TOWN HALL - COUNCIL CHAMBERS**

DRAFT AGENDA

Please note there will be an opportunity during the meeting for citizens to address the Town Council when the Mayor declares public comments open. We request that anyone addressing the Council, sign up, approach the podium when called, state your first and last name, and provide your complete mailing address.

A. WELCOME – Mayor Webb

B. ROLL CALL – Kim Kingsley, Clerk

C. PLEDGE OF ALLEGIANCE – Councilmember Amanda Pillion

D. PRAYER – Minister Floyd Bailey

E. APPROVAL OF AGENDA – Mayor Webb

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

G. APPROVAL OF MINUTES

- August 2, 2021 meeting
- August 17, 2021 mid-month meeting

H. PROCLAMATIONS

1. Proclamation recognizing September 17 – 23, 2021 as Constitution Week
2. Proclamation honoring and recognizing Pat Brown upon her retirement as a Town of Abingdon Employee

I. PUBLIC HEARING - Please place your name on the sign-up sheet provided and comments are limited to five (5) minutes per person.

1. Proposed boundary adjustment by John R. and Nina C. White to Town of Abingdon, Virginia, located near Old South Way, Tax Map Number 127-A-18A, consisting of 0.034 acres, more or less.
2. Proposed boundary adjustment by Town of Abingdon, Virginia to John R. and Nina C. White, located near Old South Way, Tax Map Number 127-A-18C, consisting of 0.027 acres, more or less.
3. Proposed right-of-way dedication by Town of Abingdon, Virginia to Washington County, Virginia, located near Old South Way, Tax Map Number 127-A-10B, consisting of 0.24 acre and Tax Map Number 127-A-18C, consisting of 0.427 acres, more or less.

4. Proposed right-of-way dedication by the Town of Abingdon, Virginia and the Town of Damascus, Virginia to Washington County, Virginia consisting of 0.187 acres, more or less.
5. Public Hearing – lease between the Town and David Millsap dba Millsap Farms for property located at Harmony Hills Lane, Tax Map No. 086-12-5, consisting of 24.185 acres, more or less.

J. RESOLUTIONS

1. Resolution supporting VDOT Transportation Alternative Program for Boone Street pedestrian improvements project – *Michael Surret, Senior Management Assistant*
2. Resolution approving Virginia Clean Water Financing and Assistance Program – Southwest Virginia Pilot Program – *Tyler Vencill, Engineer*
3. Resolution appointing Coordinator of Emergency Management – *Chief Holbrook, APD*

K. FIRST READING OF ORDINANCES

L. SECOND READING OF ORDINANCES

M. CONSIDERATION OF BIDS

N. NEW BUSINESS

O. OLD BUSINESS

1. Approval of plat for proposed boundary adjustment by John R. and Nina C. White to Town of Abingdon, Virginia, located near Old South Way, Tax Map Number 127-A-18A, consisting of 0.034 acres, more or less; and proposed boundary adjustment by Town of Abingdon, Virginia to John R. and Nina C. White, located near Old South Way, Tax Map Number 127-A-18C, consisting of 0.027 acres, more or less.
2. Approval of plat for proposed right-of-way dedication by Town of Abingdon, Virginia to Washington County, Virginia, located near Old South Way, Tax Map Number 127-A-10B, consisting of 0.24 acre and Tax Map Number 127-A-18C, consisting of 0.427 acres, more or less; and proposed right-of-way dedication by the Town of Abingdon, Virginia and the Town of Damascus, Virginia to Washington County, Virginia consisting of 0.187 acres, more or less.
3. Approval of lease between the Town of Abingdon and David Millsap dba Millsap Farms for property located at Harmony Hills Lane, Tax Map No. 086-12-5, consisting of 24.185 acres, more or less.

P. MISCELLANEOUS BUSINESS AND COMMUNICATIONS FROM TOWN MANAGER

1. Economic Development and Tourism Update – *Tonya Triplett, Director of Economic Development and Tourism/Asst. Town Manager*

Q. COUNCIL MEMBER REPORTS

R. CLOSED SESSION

1. Closed session permitted by Code of Virginia, Section 2.2-3711(A)(3), a matter involving disposition of publicly held property because discussion in an open meeting would adversely affect our bargaining position.

2. Closed session permitted by Section 2.2-3711(A)(29) concerning terms or scope of an agreement for wastewater contract operations because public discussion would adversely affect our bargaining position or negotiating strategy.

S. APPOINTMENTS TO BOARDS AND COMMITTEES

1. Board of Zoning Appeals
 - Appointment to fill expired term of R. Wayne Austin, who is ineligible to serve an additional term (Also serves as a Planning Commission representative)
 - Appointment to fill expired term of Dr. H. Ramsey White, who is ineligible to serve an additional term
2. Historic Preservation Review Board
 - Appointment to fill expired term of Michael Weaver, who is ineligible to serve an additional term
3. Sinking Spring Cemetery Committee
 - Appointment to fill vacancy
4. Recreation Advisory Committee
 - Reappointment of Don Yates, who is eligible to serve an additional term
 - Reappointment of Brock Hawkins, who is eligible to serve an additional term
 - Reappointment of Eddie Ramirez, who is eligible to serve an additional term
 - Reappointment of Jimmy Woods, who is eligible to serve an additional term

If Council so desires, closed session pursuant to Code of Virginia, 1950, as amended, Section 2.2-3711(A)(1) for the purpose of considering applications for appointment for position on Board of Zoning Appeals, Historic Preservation Review Board, Sinking Spring Cemetery Committee, and Recreation Advisory Committee.

T. ADJOURNMENT

**TOWN OF ABINGDON
REGULAR COUNCIL MEETING
MONDAY, AUGUST 2, 2021 – 6:30 PM
COUNCIL CHAMBERS – MUNICIPAL BUILDING**

A regular meeting of the Abingdon Town Council was held on Monday, August 2, 2021 at 6:30 pm in the Council Chamber of the Municipal Building.

A. WELCOME – *Mayor Webb*

B. ROLL CALL

Members of Council Present:

Mike Owens
James Anderson
Amanda Pillion
Donna Quetsch, Vice Mayor
Derek Webb, Mayor

C. PLEDGE OF ALLEGIANCE

D. PRAYER – *Pastor Dwayne Knight*

E. APPROVAL OF AGENDA (VIDEO 7:32 – 8:28)

On motion of Mrs. Quetsch, seconded by Mr. Owens, amended the agenda to include an additional closed session pursuant to the Code of Virginia, Section 2.2-3711(A)(29) concerning a contract where public discussion of the terms or scope of the contract would adversely affect our bargaining position or negotiating strategy.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

F. PUBLIC COMMENTS (VIDEO 8:29 – 14:35)

- Doug Beatty
- John Dew

G. APPROVAL OF MINUTES (VIDEO 14:37 – 15:53)

- July 6, 2021 meeting
- July15, 2021 retreat

On motion of Mr. Owens, seconded by Mr. Anderson, approved the July 6, 2021 minutes as presented.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Abstain (absent)
Mrs. Quetsch	Aye
Mayor Webb	Aye

On motion of Mr. Anderson, seconded by Mrs. Pillion, approved the July 15, 2021 Retreat minutes as presented.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

H. PROCLAMATIONS (VIDEO 15:54 – 30:35)

1. Proclamation on the occasion to honor and recognize the Abingdon High School Baseball Team 2021 VHSL Class 3 Baseball State runner-up

Mr. Anderson read into record a Proclamation on the occasion to honor and recognize the Abingdon High School Baseball Team 2021 VHSL Class 3 Baseball State runner-up. Mayor Webb and Council presented members of the AHS Baseball team with framed Proclamations.

2. Proclamation on the occasion to honor and recognize Lauren Wimmer, Abingdon High School 2021 VHSL Class 3 Tennis Singles State Champion

Mrs. Quetsch read into record a Proclamation on the occasion to honor and recognize Lauren Wimmer, Abingdon High School 2021 VHSL Class 3 Tennis Singles State Champion. Mayor Webb and Council presented member Ms. Wimmer with a framed Proclamation.

3. Proclamation on the occasion to honor and recognize Dillon McReynolds, Abingdon High School 2021 VHSL Class 3 Tennis Singles State runner-up

Mrs. Pillion read into record a Proclamation on the occasion to honor and recognize Dillon McReynolds, Abingdon High School 2021 VHSL Class 3 Tennis Singles State runner-up. Mayor Webb and Council presented member Mr. Reynolds with a framed Proclamation.

4. Proclamation on the occasion to honor and recognize Xander Brown and Dylan Phillips for second-place finishes, Abingdon High School 2021 VHSL Track and Field

Mr. Owens read into record a Proclamation on the occasion to honor and recognize Xander Brown and Dylan Phillips, Abingdon High School 2021 VHSL Track and Field for second-place finishes. Mayor Webb and Council presented member Mr. Brown and Mr. Phillips with framed Proclamations.

5. Proclamation recognizing Holston Mountain Artisans in celebration of their Fiftieth Anniversary

Mayor Webb read into record a Proclamation on the occasion to recognize Holston Mountain Artisans in celebration of their Fiftieth Anniversary. Mayor Webb and Council presented members of the Holston Mountain Artisans with a framed Proclamation.

I. PUBLIC HEARING - Please place your name on the sign-up sheet provided and comments are limited to five (5) minutes per person.

J. RESOLUTIONS

K. FIRST READING OF ORDINANCES (VIDEO 30:49 – 32:52)

1. An Ordinance accepting Atmos Energy Corporation bid for natural gas franchise, privilege, lease or right proposed to be granted – *James Morani, Town Manager*

Town Manager James Morani recalled that bids were opened at the July 6, 2021 meeting and this is the first reading to award the bid to Atmos Energy Corporation for natural gas franchise, privilege, lease or right. Cameron Bell, Counsel stated that Council can waive the second reading.

On motion of Mrs. Quetsch, seconded by Mr. Owens, adopted Ordinance to accept Atmos Energy Corporation bid for natural gas franchise, privilege, lease or right proposed to be granted and waive the second reading.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

L. SECOND READING OF ORDINANCES

M. CONSIDERATION OF BIDS

N. NEW BUSINESS

O. OLD BUSINESS

P. MISCELLANEOUS BUSINESS AND COMMUNICATIONS FROM TOWN MANAGER

1. Abingdon Police Department Update – ***APD Chief Holbrook (VIDEO 33:15 – 44:25)***

Chief Holbrook provided Council with an update, including the retirement of Sgt. Camille Finney after serving for twenty-three years and other matters concerning code enforcement, training, Crisis Intervention Team Assessment Center

2. Allocation of funds received from the American Rescue Plan Act of 2021 (ARPA) – ***James Morani, Town Manager (VIDEO 44:26 – 1:01:37)***

Town Manager James Morani and Director of Finance Steve Trotman updated Council regarding four projects, including (1) East Main Street flooding in the amount of \$4.0 million; (2) completion of The Meadows project in the amount of \$2.0 million; (3) Virginia Creeper Trail trestle repairs in the amount of \$1.25 million; and (4) Green Spring Road culvert with potential realignment and storm-water correction in the amount of \$825,000. Mr. Trotman discussed loss of revenue and the first reporting to the U. S. Treasury is due October 31, 2021. Discussion ensued regarding amending the budget as a result of the ARPA funds. Michael Surret, Public Works Senior Management Assistant, provided a brief update regarding The Meadows project.

On motion of Mrs. Quetsch, seconded by Mrs. Pillion, authorized allocation of ARPA funds as discussed.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

3. Discussion regarding Hassinger House – ***James Morani, Town Manager (VIDEO 1:01:38 – 1:08:25)***

Town Manager James Morani advised Council that no proposals were received in response to the recent RFP. Mr. Morani suggested that an auction of the property with similar preservation restrictions be entertained. Mr. Bell stated that a public hearing was previously held and discussion ensued.

On motion of Mr. Owens, seconded by Mrs. Pillion, authorized the Hassinger House be auctioned, subject to conditions set forth by the Town Manager and Counsel.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

(VIDEO 1:08:27 - 1:14:48)

Town Manager James Morani informed Council that after speaking with Treasurer Tammy Baldwin that the Town's observed holidays will be printed on the monthly sewer statement. Mr. Morani also advised Council that the agenda cover sheets discussed at the recent Retreat will begin in September.

Mr. Morani also updated the Council with regard to the selection committee's for the wastewater operations contract and will enter into negotiations with the firm and present to Council at a future meeting.

Q. COUNCIL MEMBER REPORTS (VIDEO 1:14:48 - 1:15:43)

Mayor Derek Webb stated that he pledged to lead for charitable donations for the sports complex nearing \$300,000 with his goal of \$1.0 million. Mayor Webb further stated that he will continue to have conversations to complete that goal as people want to be involved in this exciting project.

R. APPOINTMENTS TO BOARDS AND COMMITTEES

1. Virginia Highlands Small Business Incubator
 - Appointment to fill expired term or reappointment of an additional term of Sylvia Robbins
 - Appointment to fill expired term or reappointment of an additional term of Michael Spiegler
 - Appointment to fill expired term or reappointment of an additional term of Doris Shuman
 - Appointment to fill expired term or reappointment of an additional term of Kent Peterson

(VIDEO 1:15:45 - 1:46:36)

On motion by Mrs. Quetsch, seconded by Mrs. Pillion, to go into closed session pursuant to the Code of Virginia, 1950, as amended, Section 2.2-3711(A)(29) concerning a lease with the Washington County Historical Society for discussion of the terms or scope of the contract, because public discussion would adversely affect our bargaining position or negotiating strategy; and Section 2.2-3711(A)(1) for considering application for appointment to boards, specifically Virginia Highlands Small Business Incubator.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye

Mrs. Quetsch	Aye
Mayor Webb	Aye

On motion by Mrs. Quetsch, seconded by Mr. Anderson, reconvened in open session.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

Mrs. Quetsch 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. Owens	I so certify
Mr. Anderson	I so certify
Mrs. Pillion	I so certify
Mrs. Quetsch	I so certify
Mayor Webb	I so certify

(VIDEO 1:46:39 – 1:47:18)

On motion by Mrs. Pillion, seconded by Mr. Owens, authorized the Town Manager to provide notice that 306 Depot Square lease will not be renewed.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

(VIDEO 1:47:18 – 1:47:52)

On motion by Mrs. Pillion, seconded by Mrs. Quetsch, authorized the Town Manger to begin the process of issuing a RFP to lease the property at 306 Depot Square.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

(VIDEO 1:47:53 – 1:48:41)

On motion by Mr. Owens, seconded by Mrs. Pillion, reappointed the four members to an additional year to serve on the Virginia Highlands Small Business Incubator board.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

Mayor Webb declared the meeting adjourned.

Mayor Derek Webb

Kimberly Kingsley, Clerk

**TOWN OF ABINGDON
MID-MONTH MEETING
TUESDAY, AUGUST 17, 2021 – 2:30 PM
COUNCIL CHAMBERS – MUNICIPAL BUILDING**

A mid-month meeting of the Abingdon Town Council was held on Tuesday, August 17, 2021 at 2:30 pm at in the Council Chambers of the Municipal Building.

A. WELCOME – *Mayor Webb*

B. ROLL CALL

Members of Council Present:

Mike Owens
James Anderson
Amanda Pillion
Donna Quetsch, Vice Mayor
Derek Webb, Mayor

C. PLEDGE OF ALLEGIANCE – *Council Member Mike Owens*

D. APPROVAL OF AGENDA – *Mayor Webb* (VIDEO 11:40 – 12:44)

On motion of Mr. Owens, seconded by Mr. Anderson, amended the agenda to include two closed session pursuant to the Code of Virginia, Section 2.2-3711(A)(3) involving disposition of publicly held real property and Section 2.2-3711(A)(29) concerning a proposed sewer contract where discussion of the terms or scope of the contract, because public discussion would adversely affect our bargaining position or negotiating strategy.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

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

F. PUBLIC HEARINGS - Please place your name on the sign-up sheet provided and comments are limited to five (5) minutes per person.

G. PROCLAMATIONS

H. NEW BUSINESS

1. Discussion regarding moving the October 6 Council meeting to October 4, 2021 – ***James Morani, Town Manager* (VIDEO 12:54 – 14:26)**

Town Manager James Morani questioned whether or not the Council would like to move the meeting back to October 4, 2021 as a result of the members not attending the Virginia Municipal League conference.

2. Discussion regarding revisions to Article VI - Peddlers, Vendors and Canvassers ordinance, Section 18-132 – Exemption from permit requirements – ***James Morani, Town Manager (VIDEO 14:27 – 16:24)***

Town Manager James Morani advised Council that staff would be working on amending the Ordinance and would present the draft at the September mid-month meeting for discussion.

3. Discussion regarding agreement with Old Glade Antique Tractor Association – ***James Morani, Town Manager (VIDEO 16:25 – 26:26)***

Town Manager James Morani advised Council that Old Glade Antique Tractor Association would like to renew the non-professional agreement with the Town for events held annually at the Fairview Homestead. Discussion ensued with Council agreeing to enter into negotiations, effective April 1, 2021, and present at next month's meeting.

I. RESOLUTIONS

J. ORDINANCES

K. UNFINISHED BUSINESS

L. MISCELLANEOUS BUSINESS AND COMMUNICATIONS FROM TOWN MANAGER (VIDEO 26:37 – 33:55)

Town Manager James Morani introduced Deck Shaver, who is serving in the capacity of Interim Public Works Director.

Mr. Morani advised Council that a notice has been advertised to address a situation involving the John White property near the Watauga Road portion of the Creeper Trail.

Mr. Morani also advised Council that the Town will be applying for a \$100,000 grant for a pump track to be located on The Meadows, however the 1.8 acres would need to be dedicated as outdoor space. Discussion ensued and Council agreed to instruct the Town Manager to provide a letter in support of dedicating the parcel as outdoor space.

Tonya Triplett, Director of Tourism/Economic Development and Assistant Town Manager advised Council that the Housing and Community Development allowed to include full-service restaurants that opened after March 1, 2020 to participate in the second round of the grant.

1. Discussion regarding park and shelter fees – ***James Morani, Town Manager (VIDEO 33:56 – 40:57)***

Town Manager James Morani advised that several Council members had requested to revisit the park and shelter fees. Discussion ensued and it was agreed that Town residents would not pay an hourly rate for neighborhood pocket-parks, however would be responsible for the \$25 application fee.

2. Discussion regarding wastewater contract operations – ***James Morani, Town Manager***
(VIDEO 40:58 – 53:03)

Representatives from Woodard & Curran answered Council's questions regarding a proposed wastewater contract operations, which included budget matters and onboarding.

3. Update on outdoor refreshment area – ***James Morani, Town Manager*** **(VIDEO 53:03 – 1:00:11)**

Cameron Bell, Counsel provided Council with an update as to the progress on the outdoor refreshment area, including the status of the signage, safety plan, refuse, and logo.

M. COUNCIL MEMBER REPORTS

N. CLOSED SESSION (1:00:27 – 2:16:58)

On motion by Mr. Owens, seconded by Mrs. Quetsch, to go into closed session pursuant to the Code of Virginia, 1950, as amended, Section 2.2-3711(A)(3) concerning disposition of publicly held real property; and Section 2.2-3711(A)(29) concerning a lease for sewer contract for discussion of the terms or scope of the contract, because public discussion would adversely affect our bargaining position or negotiating strategy.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

On motion by Mrs. Quetsch, seconded by Mrs. Pillion, reconvened in open session.

The roll call vote was as follows:

Mr. Owens	Aye
Mr. Anderson	Aye
Mrs. Pillion	Aye
Mrs. Quetsch	Aye
Mayor Webb	Aye

Mr. Owens 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. Owens	I so certify
Mr. Anderson	I so certify
Mrs. Pillion	I so certify
Mrs. Quetsch	I so certify
Mayor Webb	I so certify

Mayor Webb declared the meeting adjourned.

Mayor Derek Webb

Kimberly Kingsley, Clerk



**PROCLAMATION
RECOGNIZING SEPTEMBER 17 – 23, 2021
AS CONSTITUTION WEEK**

WHEREAS, The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS, it is the privilege and duty of the American people to commemorate the two hundred and thirty-fourth anniversary of the drafting of the Constitution of the United States of America with appropriate ceremonies and activities; and

WHEREAS, it is fitting a proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17th through September 23rd as Constitution Week;

NOW, THEREFORE, by virtue of the authority invested in me as Mayor and on behalf of the Abingdon Town Council and citizens, I hereby proclaim September 17th through September 23rd as **Constitution Week** and urge all citizens to study the Constitution and reflect on having privilege of being an American with all the rights and responsibilities which that privilege involves.

Mayor Derek Webb

September 7, 2021

ABINGDON TOWN COUNCIL

Agenda Item Summary

MEETING DATE: September 7, 2021

AGENDA ITEM: J-1

ITEM TITLE: Resolution Supporting VDOT Transportation Alternative Program for Boone Street Pedestrian Improvements Project

SUMMARY: The primary purpose of the project is to install sidewalk on Boone Street from Walden Road (Rte. 699) to East Main Street (Rte. 11). There is currently no sidewalk in this location. The new sidewalk will connect to existing sidewalk at both termini. In addition to providing connectivity between important pedestrian networks, this project will improve safety and add a pedestrian accessible route to the business district on Main Street. Residents and school-aged children that currently walk along this route will now have dedicated features to access businesses and schools. This project is described in a general overall statement for pedestrian access and transportation in both the Town of Abingdon Comprehensive Plan and the Bristol MPO Long Range Plan. This project if selected will go into the VDOT Six Year Improvement Plan.

Pursuant to Commonwealth Transportation Board construction allocation procedures, a resolution must be received from the Town requesting VDOT establish a Transportation Alternatives set-aside project to be administered by the Town. In passing the resolution, the Town commits to provide a minimum of 20% matching contributions for said project and any additional funds necessary for completion and enter into a project administration agreement with VDOT.

Additionally, the Town is responsible for maintenance and operating costs of any improvement/facility constructed with these funds. Should the Town cancel the project, it must reimburse VDOT the total amount of costs expended through the date VDOT is notified of such cancellation and repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration.

Staff recommends Town Council adopt the resolution as presented and grant authority to the Town Manager to execute project agreements for any approved Transportation Alternatives set-aside projects for FY 2023.

PRIOR ACTION(S): None.

FISCAL IMPACT: \$377,806

STAFF CONTACT(S): Michael Surrett, Senior Management Assistant (276) 492-2126

RECOMMENDATION: Adopt resolution supporting VDOT Transportation Alternative Program for Boones Street pedestrian improvements project.

ABINGDON TOWN COUNCIL
Agenda Item Summary

MEETING DATE: **September 7, 2021**

AGENDA ITEM #: **J-2**

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Resolution approving Virginia Clean Water Financing and Assistance Program – Southwest Virginia Pilot Program.

KEY ELEMENTS:

☐ Economic Development ☐ Excellent Government ☐ Natural and Built Environment ☒ Safe Community ☐ Vibrant Community

RECOMMENDATION: Adopt a resolution approving Virginia Clean Water Financing and Assistance Program – Southwest Virginia Pilot Program.

SUMMARY: Section 606 of the Water Quality Act of 1987 required an Intended Use Plan (IUP), which identifies the use of Clean Water Revolving Loan Fund and a list of projects targeted for funding assistance. Virginia Department of Environmental Clean Water Financing and Assistance Program solicited applications for Sewer System Evaluation Surveys (SSES) within DEQ's Southwest Regional Office boundary as part of the Southwest Virginia Pilot Program.

Town staff submitted an application to participate, with a total SSES cost of \$100,000. DEQ held a virtual public hearing on August 20, 2021 and the Town was chosen to participate based on the evaluation procedures, including project location, ability to provide a 25% funding match of \$25,000, project eligibility criteria, and supporting documentation for the requested program funding amount of \$75,000.00 to conduct a sewer system evaluation survey to address inflow/infiltration and infrastructure issues throughout the Town's sewer system to address overflows.

Staff recommends Council adopt the Resolution, as presented, approving the sewer system evaluation survey for the Virginia Clean Water Financing and Assistance Program – Southwest Virginia Pilot Program.

PRIOR ACTION(S): N/A

FISCAL IMPACT: \$25,000

CONTACT(S): James Morani, Town Manager
Cameron Bell, Counsel
Tyler Vencill, Engineer

ATTACHMENT(S): Resolution

REVIEWED BY:



**A RESOLUTION BY THE COUNCIL OF THE TOWN OF ABINGDON, VIRGINIA
APPROVING VIRGINIA CLEAN WATER FINANCING
AND ASSISTANCE PROGRAM - SOUTHWEST VIRGINIA PILOT PROGRAM**

WHEREAS, Section 606 of the Water Quality Act of 1987 requires Virginia to develop an Intended Use Plan (IUP) that identifies the uses of its Clean Water Revolving Loan Fund and to prepare a list of projects targeted for funding assistance; and

WHEREAS, on June 1, 2021, Virginia Department of Environmental Clean Water Financing and Assistance Program staff solicited applications for Sewer System Evaluation Surveys (SSES) from localities and wastewater authorities within Department of Environmental Quality's Southwest Regional Office boundary as part of the Southwest Virginia Pilot Program; and

WHEREAS, this pilot program is especially important to Southwest Virginia, in which many localities have difficulty funding certain types of projects that do not increase revenue streams. In addition to demographic challenges, the region is home to several ecologically important watersheds like the Clinch, Powell and Holston River Watersheds. These river systems support the highest number of rare and imperiled fish and freshwater mussel species in North America, and provide a critical water supply for several communities in Southwest Virginia; and

WHEREAS, the Town's application to participate was submitted on July 2, 2021, with a total SSES cost of \$100,000, and Virginia Department of Environmental Quality held a virtual public hearing on August 20, 2021 and the Town was chosen to participate based on the evaluation procedures, including project location, ability to provide a 25% funding match of \$25,000, project eligibility criteria, and supporting documentation for the requested program funding amount of \$75,000.00 to conduct a sewer system evaluation survey to address inflow/infiltration and infrastructure issues throughout the Town's sewer system to address overflows; and

NOW THEREFORE, BE IT RESOLVED by the Council for the Town of Abingdon, the Virginia Clean Water Financing and Assistance Program Southwest Virginia Pilot Program for the sewer system evaluation survey is approved.

TOWN OF ABINGDON, VIRGINIA

BY: _____
Mayor Derek Webb

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 September 7, 2021. 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
Derek Webb, Mayor		
Donna Quetsch, Vice Mayor		
James Anderson		
Amanda Pillion		
Mike Owens		

WITNESS my hand and seal of the Town of Abingdon as of September 7, 2021.

(SEAL)

Kimberly Kingsley, Clerk

ABINGDON TOWN COUNCIL
Agenda Item Summary

MEETING DATE: **September 7, 2021**

AGENDA ITEM #: **J-3**

CONSENT:
ACTION: **X**

REGULAR: **X**
INFORMATION:

WORK SESSION:

CLOSED SESSION:
(Confidential)

ITEM TITLE: Resolution appointing Coordinator of Emergency Management.

KEY ELEMENTS:

___Economic Development ___ Excellent Government___Natural and Built Environment X Safe Community___Vibrant Community

RECOMMENDATION: Adopt a resolution appointing Coordinator of Emergency Management.

SUMMARY: Washington County has implemented an Emergency Operations Plan. Virginia Code Section 44-146.19(B)(3) states that a coordinator of Emergency Management shall be appointed by Town Council to ensure integration of its organization into the County Emergency Management Organization.

Management recommends Council appoint Chief Johnathan Holbrook as Coordinator of Emergency Management to perform the duties described in Virginia Code Section 44-146.19(B)(3) and approve the Resolution as presented.

PRIOR ACTION(S): N/A

FISCAL IMPACT: N/A

CONTACT(S): James Morani, Town Manager
Cameron Bell, Counsel
Chief Holbrook, APD

ATTACHMENT(S): Resolution

REVIEWED BY:



**RESOLUTION OF THE COUNCIL FOR THE TOWN OF ABINGDON
APPOINTING COORDINATOR OF EMERGENCY MANAGEMENT**

WHEREAS, Washington County has adopted an Emergency Operations Plan; and

WHEREAS, pursuant to Virginia Code § 44-146.19(B)(3), a coordinator of emergency management shall be appointed by Town Council to ensure integration of its organization into the county emergency management organization;

NOW THEREFORE BE IT RESOLVED that Jonathan Holbrook as Chief of Police, is appointed as Coordinator of Emergency Management to perform the duties described in Virginia Code § 44-146.19(B)(3) on behalf of the Town; and

BE IT FURTHER RESOLVED that a copy of this resolution be placed in the official minutes of the Town.

TOWN OF ABINGDON, VIRGINIA

Derek Webb, Mayor

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 September 7, 2021. 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
Derek Webb, Mayor		
Donna Quetsch, Vice Mayor		
James Anderson		
Amanda Pillion		
Mike Owens		

WITNESS my hand and seal of the Town of Abingdon as of September 7, 2021.

(SEAL)

Kimberly Kingsley, Clerk

ABINGDON TOWN COUNCIL

Agenda Item Summary

MEETING DATE: September 7, 2021

AGENDA ITEM: O-1 & O-2

ITEM TITLE:

- O-1 Approval of plat for proposed boundary adjustment by John R. and Nina C. White to Town of Abingdon, Virginia, located near Old South Way, Tax Map Number 127-A-18A, consisting of 0.034 acres, more or less; and proposed boundary adjustment by Town of Abingdon, Virginia to John R. and Nina C. White, located near Old South Way, Tax Map Number 127-A-18C, consisting of 0.027 acres, more or less.
- O-2 Approval of plat for proposed right-of-way dedication by Town of Abingdon, Virginia to Washington County, Virginia, located near Old South Way, Tax Map Number 127-A-10B, consisting of 0.24 acre and Tax Map Number 127-A-18C, consisting of 0.427 acres, more or less; and proposed right-of-way dedication by the Town of Abingdon, Virginia and the Town of Damascus, Virginia to Washington County, Virginia consisting of 0.187 acres, more or less.

SUMMARY: In 2017, John and Nina White conveyed 1.081 acres to the Town of Abingdon for the construction of an access road into the parking lot at the Watauga trail head along the Virginia Creeper Trail. Through two separate Memorandum of Agreements dated April 4, 2017, the Town agreed to purchase the property and dedicate the improved road, which would be constructed in accordance with VDOT standards, as public-right of way. In order to accomplish this, the first action required is to approve a boundary line adjustment between the Town and the property owner. The second, and final action, is to dedicate the right-of-way to Washington County.

Based on previous commitments made by Town officials, staff recommends fulfilling these obligations and approving the boundary adjustment and right-of-way dedication plat. The Town of Damascus will also be considering the right-of-way dedication due to joint ownership of the Virginia Creeper Trail.

PRIOR ACTION(S): Memorandum of Agreement adopted by Town Council dated April 4, 2017, with John R. White and Nina C. White and Memorandum of Agreement adopted by Town Council dated April 4, 2017, with Cornelia H. Counts.

FISCAL IMPACT: De minimis

STAFF CONTACT(S): Tyler Vencill, Town Engineer

RECOMMENDATION:

- O-1 Authorize Town Manager to execute boundary adjustment plat
- O-2 Authorize Town Manager to execute right-of-way dedication plat

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	CHORD	BEARING	DELTA
C36	211.30	228.68	126.98	217.68	S 67°32'20" E	68°02'06"
C37	179.98	7.74	3.87	7.74	S 37°45'20" E	2°27'54.97"
C49	216.27	234.82	129.93	226.78	N 67°21'32" W	64°08'18.72"
C50	174.98	9.83	4.92	9.83	N 38°33'37" W	3°12'34.6"

LINE TABLE		
LINE	LENGTH	BEARING
L34	20.00	S 26°0'0" E
L44	40.02	S 8°32'35" E
L52	5.49	N 8°21'13" W
L53	5.36	S 13°10'5" E
L54	40.13	S 13°10'5" E

ADDISON SURVEYORS
 LAND SURVEYING LAND PLANNING
 CONSTRUCTION SURVEYING
 433 EAST MAIN ST. ABINGDON, VA 24310
 (703) 676-3881 (703) 676-3190 FAX
 E-MAIL: addison@addisonsurveyors.com



CERTIFICATE OF APPROVAL
 THE DIVISION(S) AND/OR BOUNDARY ADJUSTMENT SHOWN HEREON IS HEREBY APPROVED BY THE FOLLOWING:
 AGENT WASHINGTON COUNTY SERVICE AUTHORITY

NO.	DATE	REVISION	DRAWN BY:	DATE:	DRAWING NO.:
1	5-14-21	CHANGED RW, CORRECTED ALIGN. TOWN PROJ.	LKA	09/20/20	8692
2	5-25-21	BOUNDARY LINE ADJUSTMENT	RPB	01/20/20	JOB NO.: AB RW DWG
3	6-28-21	TOWN OF ABINGDON EMAIL CERTIFICATES			FILE NO.: 20W002
			SHEET: 1 OF 1	BOOK NO.:	

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (WE) HEREBY CERTIFY THAT THE PLATTING AND/OR DEDICATION OF THE PROPERTY SHOWN AND DESCRIBED HEREON IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRE OF THE UNDERSIGNED OWNER(S), PROPRIETOR(S) AND TRUSTEE(S), IF ANY.

OWNER, PROPRIETOR, OR TRUSTEE _____ DATE OF EXECUTION _____
 OWNER, PROPRIETOR, OR TRUSTEE _____ DATE OF EXECUTION _____

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OWNER, PROPRIETOR, OR TRUSTEE _____ DATE OF EXECUTION _____
 OWNER, PROPRIETOR, OR TRUSTEE _____ DATE OF EXECUTION _____

NOTARY STATEMENT

STATE OF _____
 COUNTY OF _____ TO WIT:
 I, _____ A NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO CERTIFY THAT THE ABOVE OWNERS OF THE PROPERTY SHOWN ON THIS PLAT WHOSE NAME(S) ARE SIGNED HEREON HAVE ACKNOWLEDGE THE SAME BEFORE ME IN SAID COUNTY AND STATE.
 GIVEN UNDER MY HAND THIS _____ DAY OF _____, 2021

 NOTARY PUBLIC

 REGISTRATION NUMBER

NOTARY STATEMENT

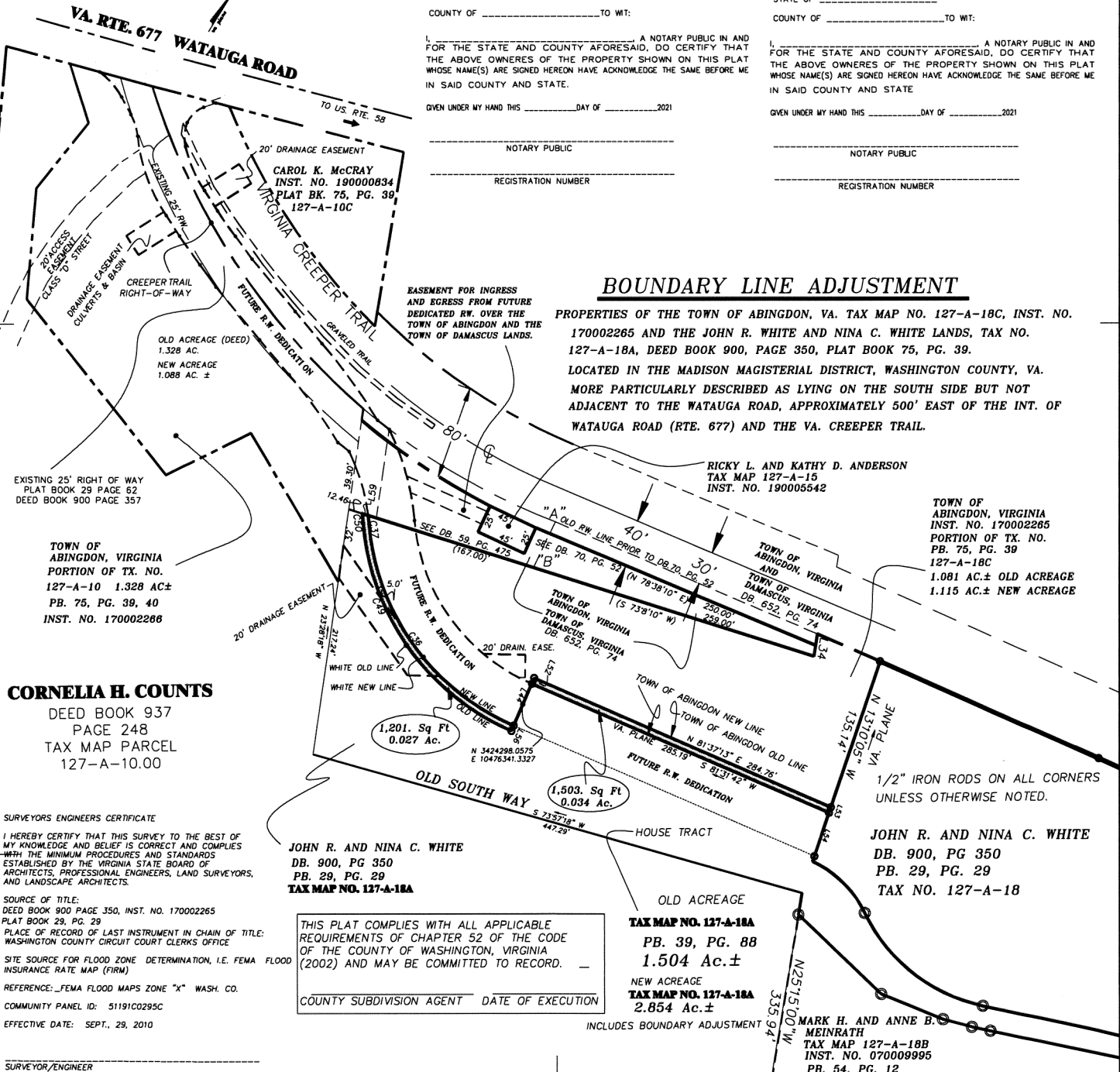
STATE OF _____
 COUNTY OF _____ TO WIT:
 I, _____ A NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO CERTIFY THAT THE ABOVE OWNERS OF THE PROPERTY SHOWN ON THIS PLAT WHOSE NAME(S) ARE SIGNED HEREON HAVE ACKNOWLEDGE THE SAME BEFORE ME IN SAID COUNTY AND STATE.
 GIVEN UNDER MY HAND THIS _____ DAY OF _____, 2021

 NOTARY PUBLIC

 REGISTRATION NUMBER

BOUNDARY LINE ADJUSTMENT

PROPERTIES OF THE TOWN OF ABINGDON, VA. TAX MAP NO. 127-A-18C, INST. NO. 170002265 AND THE JOHN R. WHITE AND NINA C. WHITE LANDS, TAX NO. 127-A-18A, DEED BOOK 900, PAGE 350, PLAT BOOK 75, PG. 39. LOCATED IN THE MADISON MAGISTERIAL DISTRICT, WASHINGTON COUNTY, VA. MORE PARTICULARLY DESCRIBED AS LYING ON THE SOUTH SIDE BUT NOT ADJACENT TO THE WATAUGA ROAD, APPROXIMATELY 500' EAST OF THE INT. OF WATAUGA ROAD (RTE. 677) AND THE VA. CREEPER TRAIL.



CURVE	RADIUS	LENGTH	TANGENT	CHORD	BEARING	DELTA
C29	26.32	20.27	10.67	19.77	S 15°13'8" W	44°7'3.81"
C30	39.52	21.41	10.97	21.15	S 27°49'53" E	31°2'12.88"
C31	111.12	42.89	21.29	41.93	S 35°19'28" E	21°45'3.98"
C32	253.83	27.83	13.53	27.02	S 67°02'4" E	6°6'7.18"
C33	464.70	83.43	41.83	83.32	N 67°52'47" W	10°17'10.41"
C34	219.96	83.48	42.23	82.98	N 47°24'41" W	21°44'37.44"
C35	171.30	185.39	182.94	176.47	S 67°35'28" E	62°1'23.85"
C36	211.30	228.68	126.98	217.68	S 67°38'20" E	62°0'29.86"
C37	179.98	7.74	3.87	7.74	S 37°46'20" E	2°27'54.97"
C38	428.43	33.62	36.90	73.53	N 67°51'15" V	10°1'58.20"
C39	277.50	38.98	15.51	38.96	S 67°35'26" E	6°23'45.78"
C40	150.95	74.53	38.04	73.78	S 31°41'6" E	28°17'20.90"
C41	50.00	19.96	10.12	19.83	N 48°59'12" W	22°32'34.58"
C42	67.96	29.61	15.04	29.38	N 72°54'28" V	24°37'34.02"
C43	317.98	133.60	67.80	132.62	S 53°10'0" E	34°4'22.87"
C44	318.03	28.36	14.19	28.35	S 67°40'37" E	5°5'34.50"
C45	151.00	37.78	18.90	37.77	S 72°19'16" E	4°10'44.98"
C46	350.00	75.97	38.64	76.81	N 68°5'48" V	12°15'58.36"
C47	200.36	88.20	44.83	87.49	N 49°10'31" V	25°13'25.35"
C48	191.37	207.84	114.96	197.09	S 67°32'3" E	61°59'11.48"
C51	179.98	58.71	29.62	58.45	S 48°21'1" E	18°41'28.15"

ADDISON SURVEYORS
LAND SURVEYING LAND PLANNING
CONSTRUCTION SURVEYING
433 EAST MAIN ST. ARLINGTON, VA 22204
(703) 676-3881 (703) 676-3190 FAX
E-MAIL: arab@addisonsurveyors.com

NO.	DATE	REVISION	DRAWN BY:	DATE:	DRAWING NO.:
1	5-14-21	CHANGED RW, CORRECTED ALIGN. TOWN PROJ.	LKA	09/20/20	8692
			CHECKED BY: RPB	DATE: 01/20/20	JOB NO.: AB_RW_PWG
			SHEET: 1 OF 1	BOOK NO.:	FILE NO.: 20W002

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (WE) HEREBY CERTIFY THAT THE PLATTING AND/OR DEDICATION OF THE PROPERTY SHOWN AND DESCRIBED HEREON IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRE OF THE UNDERSIGNED OWNER(S), PROPRIETOR(S) AND TRUSTEE(S), IF ANY.

OWNER, PROPRIETOR, OR TRUSTEE _____ DATE OF EXECUTION _____

OWNER, PROPRIETOR, OR TRUSTEE _____ DATE OF EXECUTION _____

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OWNER, PROPRIETOR, OR TRUSTEE _____ DATE OF EXECUTION _____

OWNER, PROPRIETOR, OR TRUSTEE _____ DATE OF EXECUTION _____

NOTARY STATEMENT

STATE OF _____
COUNTY OF _____ TO WIT:

I, A NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO CERTIFY THAT THE ABOVE OWNERS OF THE PROPERTY SHOWN ON THIS PLAT WHOSE NAME(S) ARE SIGNED HEREON HAVE ACKNOWLEDGE THE SAME BEFORE ME IN SAID COUNTY AND STATE

GIVEN UNDER MY HAND THIS _____ DAY OF _____ 2021

NOTARY PUBLIC _____

REGISTRATION NUMBER _____

NOTARY STATEMENT

STATE OF _____
COUNTY OF _____ TO WIT:

I, A NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO CERTIFY THAT THE ABOVE OWNERS OF THE PROPERTY SHOWN ON THIS PLAT WHOSE NAME(S) ARE SIGNED HEREON HAVE ACKNOWLEDGE THE SAME BEFORE ME IN SAID COUNTY AND STATE

GIVEN UNDER MY HAND THIS _____ DAY OF _____ 2021

NOTARY PUBLIC _____

REGISTRATION NUMBER _____

PLAT SHOWING A TWO LOT DIVISION

FORTY (40') FT. WIDTH R.W. FOR PUBLIC DEDICATION TO WASHINGTON COUNTY BY THE TOWN OF ABINGDON AND TOWN OF DAMASCUS (CREEPER TRAIL LANDS) FORMERLY THE VIRGINIA-CAROLINA RAILWAY CO. LANDS (DB. 652, PG. 74) TOWN OF ABINGDON LANDS. INST. NOS. 170002266, 0.427 AC. ± 0.187 AC. ± CREEPER TRAIL : 0.24 AC. ± TOWN OF ABINGDON INST. NO. 170002266 ALSO PUBLIC DEDICATION OF 40' WIDTH R.W. TO WASHINGTON COUNTY BY JOHN R. AND NINA C. WHITE, DB. 900, PG. 350, PL. BK. 29, PG. 29, 0.263 AC. ±

CERTIFICATE OF APPROVAL

THIS SUBDIVISION KNOWN AS OLDE SOUTH SUBDIVISION IS APPROVED BY THE UNDERSIGNED IN ACCORDANCE WITH THE CODE OF THE COUNTY OF WASHINGTON, VIRGINIA (2002) AND MAY BE COMMITTED TO RECORD.

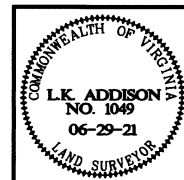
HIGHWAY ENGINEER _____ DATE OF EXECUTION _____

HEALTH OFFICER _____ DATE OF EXECUTION _____

UTILITY COORDINATOR _____ DATE OF EXECUTION _____

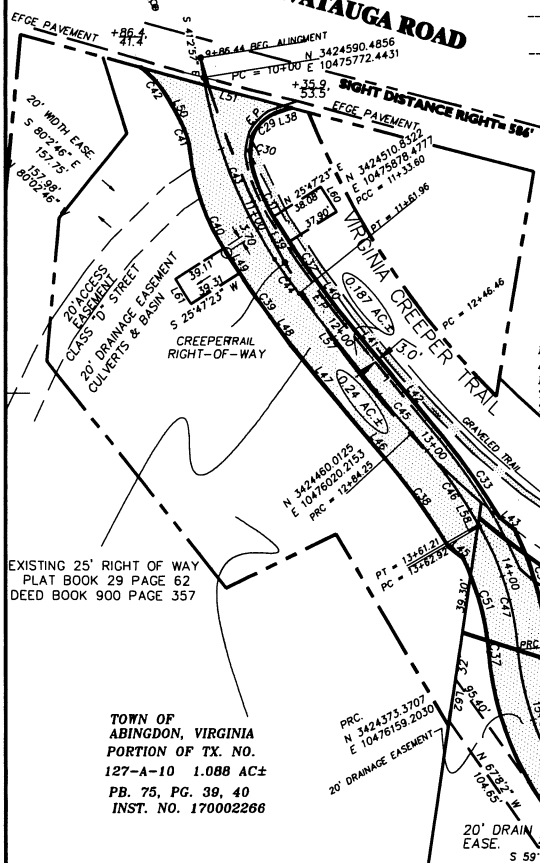
COUNTY SUBDIVISION AGENT _____ DATE OF EXECUTION _____

THIS PLAT IS NOT APPROVED AND INVALID IF RECORDED WITHOUT SIGNATURE OF SUBDIVISION AGENT.



LINE	LENGTH	BEARING
L34	20.00	S 26°0'0" E
L38	11.49	S 39°11'45" W
L39	21.37	S 64°25'52" E
L40	24.90	S 68°1'2" E
L41	59.80	S 71°22'56" E
L42	36.69	S 71°30'16" E
L43	12.90	S 83°48'40" E
L44	40.02	S 8°32'35" E
L45	12.90	S 83°48'40" E
L46	40.00	S 71°32'12" E
L47	60.10	S 71°22'36" E
L48	24.03	S 67°54'42" E
L49	21.65	S 64°42'58" E
L50	17.45	S 60°25'29" E
L51	105.80	N 73°0'52" E
L52	5.49	N 8°21'13" V
L53	5.06	S 13°10'5" E
L54	40.13	S 13°10'5" E
L55	5.00	S 13°10'5" E
L56	5.00	S 74°3'59" E
L57	84.50	S 70°13'54" E
L58	1.71	S 61°48'40" E
L59	20.00	S 30°43'12" E
L60	20.00	S 64°12'27" E
L61	20.00	N 64°12'27" W
L62	28.97	N 23°28'18" W

VA. RTE. 677 WATAUGA ROAD
RIGHT DISTANCE LEFT= 1221'
RIGHT DISTANCE RIGHT= 586'



TOWN OF ABINGDON, VIRGINIA
PORTION OF TX. NO. 127-A-10 1.088 AC ±
PB. 75, PG. 39, 40
INST. NO. 170002266

COLUMBIA COUNTY
DEED BOOK 937
PAGE 248
TAX MAP PARCEL
127-A-10.00

SURVEYORS ENGINEERS CERTIFICATE

I HEREBY CERTIFY THAT THIS SURVEY TO THE BEST OF MY KNOWLEDGE AND BELIEF IS CORRECT AND COMPLIES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY THE VIRGINIA STATE BOARD OF ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND LANDSCAPE ARCHITECTS.

SOURCE OF TITLE:
DEED BOOK 900 PAGE 350, INST. NO. 170002265
PLAT BOOK 29, PG. 29

PLACE OF RECORD OF LAST INSTRUMENT IN CHAIN OF TITLE:
WASHINGTON COUNTY CIRCUIT COURT CLERKS OFFICE

SITE SOURCE FOR FLOOD ZONE DETERMINATION, I.E. FEMA FLOOD INSURANCE RATE MAP (FIRM)

REFERENCE: FEMA FLOOD MAPS ZONE "X" WASH. CO.

COMMUNITY PANEL ID: 51191C0295C

EFFECTIVE DATE: SEPT., 29, 2010

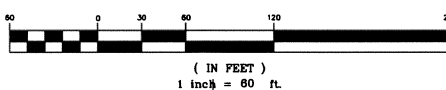
SURVEYOR/ENGINEER

JOHN R. AND NINA C. WHITE
DB. 900, PG 350
PB. 29, PG. 29
127-A-18A

40' WIDTH R.W. FOR PUBLIC DEDICATION TO WASHINGTON COUNTY BY JOHN R. AND NINA C. WHITE
STA. 18+58.11 TO STA. 19+46.47

11,469. Sq Ft
0.263 Ac.

GRAPHIC SCALE



JOHN R. AND NINA C. WHITE
DB. 900, PG 350
PB. 29, PG. 29
TAX NO. 127-A-18

MARK H. AND ANNE B. MEINRATH
TAX MAP 127-A-18B
INST. NO. 070009995
PB. 54, PG. 12

ABINGDON TOWN COUNCIL

Agenda Item Summary

MEETING DATE: September 7, 2021

AGENDA ITEM: O-3

ITEM TITLE: Approval of Lease Between the Town of Abingdon and David Millsap dba Millsap Farms for Property Located at Harmony Hills Lane, Tax Map No. 086-12-5, Consisting of 24.185 Acres, More or Less

SUMMARY: In 2009, the Town of Abingdon purchase 24.185 acres in the Harmony Hills Subdivision off Lee Highway in unincorporated Washington County. In 2019, a lease agreement for non-professional services was approved by the Town to contract with David Millsap to harvest the property for an annual payment of \$125.

PRIOR ACTION(S): Approval of lease agreement in 2019 and renewal in 2020.

FISCAL IMPACT: De minimis

STAFF CONTACT(S): James Morani, Town Manager

RECOMMENDATION: Approve lease between the Town of Abingdon and David Millsap dba Millsap Farms.

**LEASE AGREEMENT
DAVID MILLSAP AND
TOWN OF ABINGDON FOR
NONPROFESSIONAL SERVICES**

This Lease Agreement entered into on the 7th day of September, 2021, by and between David Millsap, hereinafter called "Lessee", and Town of Abingdon, a political subdivision of the Commonwealth of Virginia, having its administrative office at 133 West Main Street, Abingdon, Virginia, 24210, and hereafter called "Lessor".

WITNESSETH:

WHEREAS, the Lessor owns property located at Harmony Hills Lane, Abingdon, Virginia and being that property shown as Tax Map No. 086-12-5, consisting of 24.185 acres more or less ("Property");

WHEREAS, the Lessor desires to retain the services of Lessee to perform nonprofessional services defined by the Code of Virginia;

WHEREAS, Lessee desires to provide the Lessor with such services as authorized by the Lessor, and represents that he is authorized to conduct business within the Commonwealth of Virginia;

WHEREAS, the Lessor by vote of its Town Council authorized the Lessor's agent to enter into such agreement;

NOW, THEREFORE, for and in consideration of the promises, the mutual benefits to the parties from entering into this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto covenant and agree as follows.

SECTION 1. STATEMENT /SCOPE OF WORK.

- A. Lessee will provide services to Lessor as set forth in the attached Scope of Services("Scope of Services"/"Services") attached hereto as Exhibit A and a part hereof.
- B. Lessee and his Subcontractors, and their respective employees, are and shall remain independent contractors in performing the Services under this Agreement.
- D. Services shall be performed and completed by Lessee within the time frames set forth in the Scope of Services time being of the essence of this provision.

SECTION 2. COMPENSATION, METHOD OF PAYMENT, TIME OF PERFORMANCE AND TERMINATION.

- A. **Compensation.** Lessee shall compensate Lessor for the Services performed based upon the terms described within the Scope of Services.
- B. **Payment to Lessor.** Lessee shall pay Lessor for the Services performed in the amount of \$125.00 upon execution of agreement.
- C. **Term.** This Agreement shall commence on September 7, 2021, and shall continue for a period of one (1) year, and may be extended for a period of time upon mutual agreement by both parties pursuant to Section 6 of this Agreement, but shall remain subject to termination for convenience at any time pursuant to Section 2(D) or for non-appropriation of funding by Lessor.
- D. **Termination for Convenience.** Either the Lessor or Lessee may terminate this Agreement at any time, by giving written notice to the other party of such termination and specifying the effective date thereof, but with a minimum of sixty (60) calendar days of such termination.
- E. **Termination for Default [Breach or Cause].** The Lessor or Lessee may terminate this Agreement for default for failure to comply with the terms of this Agreement or for reasonable cause by giving a written notice to the other party of such termination specifying the effective date thereof. The notice shall set forth the nature of the default of the Agreement
 - (1) If it is later determined that Lessee had an excusable reason for not performing such as natural disasters or other events which are beyond the control of Lessee, the Parties may, but shall not be required to, agree for Lessee to continue to provide the Services.
 - (2) After receipt of written notice from the Lessor setting forth the nature of said breach or default, Lessee may request, and the Lessor may, but shall not be required to, agree to provide Lessee time to remedy any breach or default to the satisfaction of Lessor. If the Lessor does not agree to allow Lessee to remedy the default, Lessee shall immediately cease providing Services.

SECTION 3. RESPONSIBILITIES OF LESSEE.

- A. Lessee agrees to use the records and information gathered or otherwise used pursuant to this Agreement only for the advancement of the interests of Lessor, and as further provided in Section 5(D) of this Agreement.
- B. Lessee will provide all services under this Agreement in a manner consistent with applicable laws, professional standards and its best efforts.

Non-Professional Services Agreement

- C. Lessee shall comply with Lessor's standards for acceptable workplace conduct and safety, and shall all times conduct themselves in a professional manner.
- D. Lessee shall maintain at least One Million Dollars of commercial general liability insurance to cover their actions or omissions, and Workers' Compensation insurance in the statutory amount to cover work-related injuries to their employees. Upon request, Lessee shall promptly provide the Lessor with evidence of such insurance.

SECTION 4. RESPONSIBILITIES OF THE LESSOR.

- A. Without charge to Lessee, Lessor agrees to provide all policies, information, communications, records, data, information and forms which are available to the Lessor and needed by Lessee in order to perform the Services.
- B. At the Lessor's discretion, the Lessor may provide to Lessee the items described in Paragraph 3 of the Scope of Services.
- C. Lessee and its Subcontractors and their respective employees are Independent Contractors (IC), pursuant to Section 1(C) and maintain insurance as set forth in Section 3(E) herein.

The Lessor shall avail Lessee, its subcontractors and their respective employees, of all legal & equitable defenses that may arise out of their performance of duties on behalf of the Lessor.
- D. The Lessor shall communicate any concerns about Lessee's staff or Subcontractor performance to Lessee representative set forth in Section 5, unless otherwise specifically set forth within the Scope of Services.

SECTION 5. ADMINISTRATION OF THE AGREEMENT.

- A. All notices and communications with respect to the terms of this Agreement and the performance of the Services shall be through the Party Representatives. The Party Representatives are:

Lessor's representative shall be:

James Morani, Town Manager and/or his designee
PO Box 789
Abingdon, Virginia 24210
(276) 628-3167
jmorani@abingdon-va.gov

Lessee's representative shall be:

David Millsap
15351 Sappo Road
Abingdon, Virginia 24210
(276) 608-1626
Sappo59@embarqmail.com

- B. ***Incorporated Provisions.*** This Agreement shall be performed in accordance with the applicable, required contractual provisions set forth in the Lessor's purchasing or procurement regulations, and the Virginia Public Procurement Act, Virginia Code §§ 2.2-4300, *et seq.*, in effect at the time of this Agreement, pertaining to non-discrimination § 2.2-4310 and - 4311, compliance with immigration laws § 2.2-4311.1, drug-free workplace § 2.2-4312, which provisions are incorporated herein by reference.
- C. ***Contractual.*** Disputes with respect to this Agreement shall be governed by Virginia Code § 2.2-4363 or similar provision in Lessor's purchasing or procurement ordinances or regulations.

D. ***Ownership and Status of Documents.***

(1) All documents prepared by Lessee specifically for the Lessor shall become the property of the Lessor upon completion of Services, or the earlier termination of this Agreement. Lessee shall have the right to retain appropriate copies of all such documents for its records upon Lessor's approval, and to reuse any template documents which it prepared for the Lessor. All materials, including without limitation, documents, drawings, drafts, notes, designs, computer media, electronic files and lists, including all additions to, deletions from, alterations of, and revisions in the foregoing (together the "Materials"), which are furnished to Lessee by Lessor or which are development in the process of performing the Services, or embody or relate to the Services, the Lessor Information or the Innovations (as defined below), are the property of Lessor, and shall be returned by Lessee to Lessor promptly at Lessor's request together with any copies thereof, and in any event promptly upon expiration or termination of this Agreement for any reason.

(2) All documents prepared by Lessee specifically for the Lessor shall become the property of the Lessor upon completion of Services, or the earlier termination of this Agreement. Lessee shall have the right to retain appropriate copies of all such documents for its records, and to reuse any template documents which it prepared for the Lessor.

(3) Records provided to Lessee by the Lessor and records prepared by Lessee specifically for the Lessor shall be kept confidential by Lessee until released or approved for release by the Lessor. Lessee will cooperate with the Lessor in complying with the requirements of Virginia Code § 2.2-4342 and any requirements of the Virginia Freedom of Information Act applicable to such records.

Non-Professional Services Agreement

(4) Lessee shall maintain financial records, supporting documents, statistical records, and other records pertinent to this Agreement for three (3) years from the date of final payment, and make those records available to the Lessor upon written request.

SECTION 6. CHANGES TO AGREEMENT.

- A. Any modification or change to this Agreement must be set forth in a written Addendum to this Agreement and signed by authorized representatives of both parties.
- B. The parties hereto may, from time to time, propose changes in the attached Scope of services or in Lessee's performance requirements. Such changes must be mutually agreed upon by the parties in writing, signed by the authorized representatives of both parties.

SECTION 7. MISCELLANEOUS PROVISIONS.

- A. Protection of Confidential Information. Lessee agrees that at all times during or subsequent to the performance of the Services, Lessee will keep confidential and not divulge, communicate, or use Lessor's Information, except for Lessee's own use during the Term of this Agreement to the extent necessary to perform the Services. Lessee further agrees not to cause the transmission, removal or transport of tangible embodiments of, or electronic files containing, Lessor's Information from Lessor's principal place of business, without prior written approval of Lessor.
- B. Liability. The Lessor shall not be liable for injury or death occurring to Lessee or any of its employees or other assistants in the course of performing this Agreement unless the harm or death is caused by the Lessor's gross negligence.
- C. Hold Harmless. Lessee hereby indemnifies and holds harmless the Lessor, its subsidiaries, and affiliates, and their officers and employees, from any damages, claims, liabilities, and costs, including reasonable attorney's fees, or losses of any kind or nature whatsoever ("Loss") which may in any way arise from the Services performed by Lessee hereunder, the work of employees of Lessee while performing the Services of Lessee hereunder, or any breach or alleged breach by Lessee of this Agreement, including the warranties set forth herein. The Lessor shall retain control over the defense of, and any resolution or settlement relating to, such Loss. Lessee will cooperate with the Lessor and provide reasonable assistance in defending any such claim.
- D. Taxes. The Lessor shall not be liable for taxes, Worker's Compensation, unemployment insurance, employers' liability, employer's FICA, social security, withholding tax, or other taxes or withholding for or on behalf of Lessee or any other person consulted or employed by Lessee in performing Services under this Agreement. All such costs shall be Lessee's responsibility.

SECTION 8. JURISDICTION AND VENUE.

- A. This Agreement has been and shall be construed as having been made and delivered in the Commonwealth of Virginia and shall be governed by laws of the Commonwealth of Virginia, both as to interpretation and performance.
- B. Any action of law, suit of equity, or judicial proceeding for the enforcement of this Agreement or any provisions thereof shall be instituted and maintained only in a court of competent jurisdiction in the County of Washington, Virginia.

SECTION 9. SEVERABILITY.

If, for any reason, any part, term, or provision of this Agreement is held by a court of competent jurisdiction to be illegal, invalid, void or unenforceable, the remaining parts, terms, and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be illegal, invalid, void, or unenforceable.

IN WITNESS WHEREOF the parties hereto have caused this AGREEMENT to be executed the day and year first hereinabove written.

The Town of Abingdon,
a Virginia municipal corporation

James Morani, Town Manager

Approved as to the form:

Town Attorney

Lessee

David Millsap

EXHIBIT A

Collect soil samples and supplement depending on recommendation of DNRS. Harvest hay, plow and plant barley for use by Cedar Creek Tractor Branch 249 EDGETA for fall tractor show.

DRAFT

TOWN OF ABINGDON BOARD OF ZONING APPEAL

Staff Contact: Director of Community Development

Phone Number: 276-628-3167

Meeting: 2nd Tuesday each month at 6:00 pm, Arthur Campbell Room

UPDATED: September 4, 2019

Name	Address	Phone #	Appointment Date	Term Expiration Date	Eligible for Another Term
John P. Kelly	215 Longview Dr. Abingdon, VA 24211	276-206-0842 johnpeterkelly@gmail.com	September 2016 1 st term September 2019 2 nd term	September 2022 (3-year term)	No
R. Wayne Austin, Esq.	806 Birdie Drive Abingdon VA 24210	276-628-7167 rwasa@bvu.net	September 2019 1 st term	September, 2021 (2-year term)	Yes
Dr. H. Ramsey White, Jr.	152 Valley Street Abingdon VA 24210	276-628-5556 (H) vagrace@gmail.com	September, 2015 1 st term September 2018 2 nd term	September, 2021 (3-year term)	No
Richard Macbeth	1139 Panorama Dr Abingdon VA 24210	276-492-3088 richardmacbeth@gmail.com	June, 2015 1 st term September 2019 2 nd term	September, 2023 (4-year term)	No
Heather Howard	416 Fairway Dr Abingdon, VA 24211	276-356-4430 hhoward@bvu.net	December, 2017 1 st term (replaces Jan Reeves)	September, 2022 (5-year term)	Yes



**PUBLIC DOCUMENT –
SUBJECT TO FREEDOM OF INFORMATION ACT**

APPLICATION EXPIRES DECEMBER 31, 2021

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 Joel Taylor Date: 1/26/21

Address 297 Gray Drive City/State Abingdon, VA Zip 24210

Do you live inside the Town limits of Abingdon? Yes ☒ No ☐

Telephone: 2766194867

Email Address: (required) Dixiecott@verizon.net

Place of Employment: Self-Employed

Address: same as above

Description of job duties: Master Clocksmith

Educational background:

Blacksburg High School, Blacksburg Virginia

University of Arkansas, Fayetteville, Arkansas

1/26/2021

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 Abingdon or in other localities?
Yes ☐ No ☒

If so, name and date(s) of service? _____

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 be helpful?

To the best of my ability, all information on this application is true and correct.

SIGNATURE Joel Taylor

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

Members of the Planning Commission, Economic Development Authority, Board of Zoning Appeals, Housing and Redevelopment Authority, and 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 ** <input checked="" type="checkbox"/>	Planning Commission */** <input checked="" type="checkbox"/>
Board of Zoning Appeals <input checked="" type="checkbox"/>	Recreation Advisory Commission <input checked="" type="checkbox"/>
Economic Development Authority <input checked="" type="checkbox"/>	Sinking Spring Cemetery Committee ** <input checked="" type="checkbox"/>
Infrastructure Advisory Committee <input checked="" type="checkbox"/>	Sustain Abingdon Committee <input checked="" type="checkbox"/>
Historic Preservation Review Board */** <input checked="" type="checkbox"/>	Tourism Advisory Committee ** <input checked="" type="checkbox"/>
Housing and Redevelopment Authority <input checked="" type="checkbox"/>	Tree Commission <input type="checkbox"/>
Muster Grounds Steering Committee <input checked="" type="checkbox"/>	Virginia Highlands Small Business Incubator <input checked="" type="checkbox"/>

***May be required to attend training and/or obtain certification during term**

****Appointment contingent upon residency, qualified voter, or other qualifications as set forth in Ordinance and/or bylaws**

Note: All applicants are subject to background verification.

TOWN OF ABINGDON
Historic Preservation Review Board
CURRENT MEMBERS

APPOINTMENT DATES & EXPIRATION DATES

3-YEAR TERMS - Not more than two terms consecutively.

First Wednesday each month at 5:15pm, Arthur Campbell Room

Staff Contact: Director of Community Development

Phone Number: 276-628-3167

Updated: October 2020

Name	Email Address	Address	Phone #	Appointment Date	Term Expiration Date	Eligible for Another Term
Bryum L. Geisler (Replaces Betty White)	bgeisler@pennstuart.com	228 E. Main St. Abingdon, VA 24210	276-623-4114 (w) 276-698-8294 (c)	March, 2017 1 st term March 2020	March 2023	No
Mike Owens (Council Member)	mowens@abingdon-va.gov	211 High Street Abingdon, VA 24210	423-967-0851	August 2020	August 2023	Yes
Michael Weaver	mwearver@thelandgroupinc.com	610 Colonial Road SW Abingdon, VA 24210	276-698-9522 (c) 276-619-2205 (w)	September 2015 1 st term September 2018 2 nd term	September 2021	No
Kristi Hartshorn (filled expired term of Andrew Neese)	kristihartshorn@gmail.com	356 Augusta Drive Abingdon, VA 24211	276-492-6654	March 2020	March 2023	Yes
Betsy White (filled expired term of Jeff Johnson)	betsykwhite@gmail.com	133 E. Main Street Abingdon, VA 24210	276-628-5556	October 2020	October 2023	Yes



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- 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 Shawn Hall Date: 4/28/21

Address 160 Valley View Dr. City/State Abingdon Zip 24210

Do you live inside the Town limits of Abingdon? Yes ☐ No ☐

Telephone: 276 608 7761

Email Address: (required) shawn_r_hall@yahoo.com

Place of Employment: Highlands Air Conditioning & Electrical / Swickel

Address: 420 Mink Pl, Abingdon VA

Description of job duties: Owner

Educational background:

Highschool

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 Abingdon or in other localities?
Yes ☐ No ☒

If so, name and date(s) of service? _____

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 be helpful?
Local Business & Property owner looking to be involved & help
the future growth & preservation of Abingdon

To the best of my ability, all information on this application is true and correct.

SIGNATURE Shawn Reed

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

Members of the Planning Commission, Economic Development Authority, Board of Zoning Appeals, Housing and Redevelopment Authority, and 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 ** <input type="checkbox"/>	Planning Commission */** <input type="checkbox"/>
Board of Zoning Appeals <input type="checkbox"/>	Recreation Advisory Commission <input type="checkbox"/>
Economic Development Authority <input type="checkbox"/>	Sinking Spring Cemetery Committee ** <input type="checkbox"/>
Infrastructure Advisory Committee <input type="checkbox"/>	Sustain Abingdon Committee <input type="checkbox"/>
Historic Preservation Review Board */** <input checked="" type="checkbox"/>	Tourism Advisory Committee ** <input type="checkbox"/>
Housing and Redevelopment Authority <input type="checkbox"/>	Tree Commission <input type="checkbox"/>
Muster Grounds Steering Committee <input type="checkbox"/>	Virginia Highlands Small Business Incubator <input type="checkbox"/>

***May be required to attend training and/or obtain certification during term**

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- **kkingsley@abingdon-va.gov**

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

Name Scott Wilson Date: 8/20/21

Address 430 Baugh Lane City/State Abingdon VA Zip 24210

Do you live inside the Town limits of Abingdon? Yes ☒ No ☐

Telephone: 276-356-6536

Email Address: (required) swilson@T-L.com

Place of Employment: Thompson & Litton, Inc.

Address: 103 East Main St. , Wise, VA 24293

Description of job duties: Project manager for a team of architects and engineers

Educational background:

BS in Civil Engineering from Virginia Tech 1985

Are you currently serving on a board or commission of the Town of Abingdon? Yes ☒ No ☐

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

When do(es) your present term(s) expire? (mm/yy) 03/22

Have you ever served on any boards or commissions in the past, either Abingdon or in other localities?
Yes ☒ No ☐

If so, name and date(s) of service? BZA ('09-'12), Rec Advisory Comm ('03-'08, '13-'18)

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 be helpful?

I have enjoyed serving on Town Boards in the past. As my job is directly related to architecture, construction and renovation, i feel that my knowledge and professional background

would be a good fit for this board. My experience with the renovations of Whites Mill and the Bristol Train Station will be an asset to the Historic Preservation Review Board.

Are you presently more than 30 days delinquent on Town of Abingdon taxes? Yes ☐ No ☒

To the best of my ability, all information on this application is true and correct.

SIGNATURE Scott Wilson
Digitally signed by Scott Wilson
DN: cn=Scott Wilson, o, ou, email=swilson@T-L.com, c=US
Date: 2021.08.20 15:43:32 -0400

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

Members of the Planning Commission, Economic Development Authority, Board of Zoning Appeals, Housing and Redevelopment Authority, and 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 ** <input type="checkbox"/>	Planning Commission */** <input type="checkbox"/>
Board of Zoning Appeals <input type="checkbox"/>	Recreation Advisory Commission <input type="checkbox"/>
Economic Development Authority <input type="checkbox"/>	Sinking Spring Cemetery Committee ** <input type="checkbox"/>
Infrastructure Advisory Committee <input type="checkbox"/>	Sustain Abingdon Committee <input type="checkbox"/>
Historic Preservation Review Board */** <input checked="" type="checkbox"/>	Tourism Advisory Committee ** <input type="checkbox"/>
Housing and Redevelopment Authority <input type="checkbox"/>	Tree Commission <input type="checkbox"/>
Muster Grounds Steering Committee <input type="checkbox"/>	Virginia Highlands Small Business Incubator <input type="checkbox"/>

***May be required to attend training and/or obtain certification during term**

****Appointment contingent upon residency, qualified voter, or other qualifications as set forth in Ordinance and/or bylaws**

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- kkingsley@abingdon-va.gov

PLEASE PRINT OR TYPE

Name Cheri Heath Fullen Date: 08/01/2021

Address 15490 Porterfield Highway City/State Abingdon Zip 24210

Do you live inside the Town limits of Abingdon? Yes ☐ No ☒

Telephone: (276)591-9996

Email Address: (required) cherifullen@yahoo.com

Place of Employment: Wicked Roots Farm (Self-Employed)

Address: 15490 Porterfield Highway Abingdon, VA 24201

Description of job duties: Grow beautiful cut flowers.

Educational background: Some college

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 Abingdon or in other localities?
Yes ☒ No ☐


If so, name and date(s) of service? I was elected twice to the Youth Services Board in Bristol VA. (2009-2015) _____

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 be helpful?

I am a genealogist, family historian, and a local history buff. I have recently moved to Abingdon and would love to serve in any way that I can.

Are you presently more than 30 days delinquent on Town of Abingdon taxes? Yes ☐ No ☒

To the best of my ability, all information on this application is true and correct.

SIGNATURE 

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

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Please circle any other committees you are willing to serve on:

Board of Building Code Appeals ** <input type="checkbox"/>	Planning Commission **/ ** <input type="checkbox"/>
Board of Zoning Appeals <input type="checkbox"/>	Recreation Advisory Commission <input type="checkbox"/>
Economic Development Authority <input type="checkbox"/>	Sinking Spring Cemetery Committee ** <input type="checkbox"/>
Infrastructure Advisory Committee <input type="checkbox"/>	Sustain Abingdon Committee <input type="checkbox"/>
Historic Preservation Review Board **/ ** <input checked="" type="checkbox"/>	Tourism Advisory Committee ** <input type="checkbox"/>
Housing and Redevelopment Authority <input type="checkbox"/>	Tree Commission <input type="checkbox"/>
Muster Grounds Steering Committee <input type="checkbox"/>	Virginia Highlands Small Business Incubator <input type="checkbox"/>

***May be required to attend training and/or obtain certification during term**

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Note: All applicants are subject to background verification.

TOWN OF ABINGDON
SINKING SPRING CEMETERY COMMITTEE
 CURRENT MEMBERS

APPOINTMENT & EXPIRATION DATES

3 YEAR STAGGERED TERMS MAY SERVE ANY NUMBER OF TERMS
 BUT NOT MORE THAN TWO TERMS CONSECUTIVELY

Meets twice a year

Staff Contact: James Morani, Town Manager

Phone Number: 276-628-3167

Updated: April 2021

Name	Address	Phone #	Appointment Date	Term Expiration Date	Eligible for Another Term
Mike Farris	Farris Funeral Home 427 E. Main St. Abingdon, VA 24210	276-623-2700 mikefarriskeydet@gmail.com	September 2016 1 st term September 2019 2 nd term	September 2022	No
Martha Keys	269 Mason Place Abingdon, VA 24210	276-628-2987 martha.keys@comcast.net	December 2015 1 st term December 2018 2 nd term	December 2021	No
Christopher Menerick (fill unexpired term of Joel C. Hortenstine, resigned)	410 Stone Mill Rd Abingdon VA 24210	423-612-0311 c.r.menerick@gmail.com	April 2021 1 st term	June 2022	Yes
John E. Legard	179 Valley Street, NW Abingdon VA 24210	(804) 586-7958 jelegard@gmail.com	December 2020 1 st term	December 2023	Yes
Sigrid Phillips	445 Circle Dr. Abingdon, VA 24210	276-608-4502 schwiiz@comcast.net	September 2016 1 st term September 2019 2 nd term	September 2022	No

Vacant – To fulfill term of Al Bradley			October, 2016 2 nd term	October, 2019	
Mike Owens, Council Member	211 High Street, Abingdon VA 24210	423-967-0851 mowens@abingdon-va.gov	August 2020	August 2023	Yes
Town Manager Appointee (non-voting member)				Continual	

Not less than 7 members



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Board and Commission Application

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- 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 Richard Morgan Date: 7-11-21

Address 171 Valley St NW City/State Abingdon Zip 24210

Do you live inside the Town limits of Abingdon? Yes ☒ No ☐

Telephone: 828-778-4365

Email Address: (required) RLM3231@gmail.com

Place of Employment: Retired

Address: _____

Description of job duties: _____

Educational background: Masters Degree, Duke Univ

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 Abingdon or in other localities?

Yes ☒ No ☐

If so, name and date(s) of service? Planning Board Town Council
Mars Hill, NC

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 be helpful?

Studied cemeteries of Wash. Co for 5 years
Knowledge of Sinking Springs Cem and residents
of cemetery concern for history

Are you presently more than 30 days delinquent on Town of Abingdon taxes? Yes ☐ No ☒

To the best of my ability, all information on this application is true and correct.

SIGNATURE

Richard Morgan

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

Members of the Planning Commission, Economic Development Authority, Board of Zoning Appeals, Housing and Redevelopment Authority, and 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 ** <input type="checkbox"/>	Planning Commission */** <input type="checkbox"/>
Board of Zoning Appeals <input type="checkbox"/>	Recreation Advisory Commission <input type="checkbox"/>
Economic Development Authority <input type="checkbox"/>	Sinking Spring Cemetery Committee ** <input checked="" type="checkbox"/>
Infrastructure Advisory Committee <input type="checkbox"/>	Sustain Abingdon Committee <input type="checkbox"/>
Historic Preservation Review Board */** <input type="checkbox"/>	Tourism Advisory Committee ** <input type="checkbox"/>
Housing and Redevelopment Authority <input type="checkbox"/>	Tree Commission <input type="checkbox"/>
Muster Grounds Steering Committee <input type="checkbox"/>	Virginia Highlands Small Business Incubator <input type="checkbox"/>

***May be required to attend training and/or obtain certification during term**

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Note: All applicants are subject to background verification.

TOWN OF ABINGDON
RECREATION ADVISORY COMMISSION
CURRENT MEMBERS

The terms of office of the members of the Commission shall be for three year or until their successors are appointed and qualified. Vacancies in such Commission occurring otherwise than by expiration of the term shall be filled by the Council for the unexpired term.

Staff Contact: Jennifer Johnson, Director of Indoor Parks and Recreation

Phone Number: 276-623-5279

Updated 2020.04.21

Name	Address	Phone #	Appointment Date	Term Expiration Date	Eligible for Another Term
Derek Webb (Council Member)	390 Winterham Drive Abingdon, VA 24210	276-791-0284	July 2, 2018	July 2021	
David Childress	130 Longview Drive Abingdon VA 24211	276-628-5303	Sept 2019	Sept 2022	Yes
Amanda Pillion	205 Stonewall Heights NE Abingdon VA 24210	276-623-3022	Sept 2019	Sept 2022	Yes
Robert “Bob” Howard	122 Valley Street Abingdon VA 24210	276-696-9203	April 2020	April 2023	Yes
Don Yates	216 Hassinger Street Abingdon, VA 24210	276-451-8450	Sept 2018	Sept 2021	Yes
Travis “Brock” Hawkins	761 Mosby Street Abingdon, VA 24210	276-356-2051	Sept 2018	Sept 2021	Yes
Steven Bednar	16386 Middlewood Drive Abingdon VA 24210	817-729-1463	April 2020	April 2023	Yes
Eddie Ramirez	21380 Sheffield Court Abingdon, VA 24210	276-608-9219	Sept 2018	Sept 2021	Yes
Jimmy Woods	1085 Canterbury Lane Abingdon, VA 24210	276-356-2857	Sept 2018	Sept 2021	Yes