

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
WORK SESSION MINUTES – 6:00 P.M.
REGULAR MEETING MINUTES – 7:00 P.M.
MAY 13, 2014**

A WORK SESSION OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VA, ON MAY 13, 2014 AT 6:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor James W. Vanhoozier; Samuel M. Bishop; R. Cord Hall; Steve Huppert; Henry D. Showalter; Bradford J. Stipes. ABSENT: None.

ADMINISTRATION PRESENT: Town Manager Barry Helms; Assistant Town Manager Randy Wingfield; Finance Director/Treasurer Valerie Tweedie; Police Chief Mark Sisson; Planning Director Nichole Hair; Aquatics Director Terry Caldwell; Building Official Jerry Heinline; Director of Human Resources/Public Information Officer Becky Wilburn; Director of Parks and Recreation Brad Epperley; Fire Chief Billy Hanks; Planning Commissioner Harry Collins.

WORK SESSION

The purpose of the work session was to discuss and review the proposed Annual Budget for FY 2014-15. No action was taken.

---- Adjourned until 7:00 P.M. ----

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VA, ON MAY 13, 2014 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor James W. Vanhoozier; Samuel M. Bishop; R. Cord Hall; Steve Huppert; Henry D. Showalter; Bradford J. Stipes. ABSENT: None.

ADMINISTRATION PRESENT: Town Manager Barry Helms; Assistant Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Elizabeth Dillon; Finance Director/Treasurer Valerie Tweedie; Director of Engineering and Special Projects Wayne Nelson; Police Chief Mark Sisson; Planning Director Nichole Hair; Director of Public Works Ricky Bourne; Director of Human Resources/Public Information Officer Becky Wilburn; Building Official Jerry Heinline; Director of Parks and Recreation Brad Epperley; Fire Chief Billy Hanks.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

1. Proposed Water and Sewer fee increases for the Fiscal Year 2014 – 2015, effective June 1, 2014, and in accordance with *Code of Virginia 15.2-2119*, as follows:

Water fees-

Minimum bill from \$18.00 to \$19.00 for the first 4000 gallons.
The next 96,000 gallons from \$4.90 to \$5.50 per 1000 gallons
The next 5,900,000 gallons from \$2.9 to \$3.20 per 1000 gallons

Sewer fees-

Minimum bill \$ 28.00 for the first 4000 gallons (no change)
All above 4000 gallons from \$7.50 to 8.50 per 1000 gallons

There was no one to speak for or against this matter.

REGULAR MEETING

I. CALL TO ORDER:

MAYOR BARBER called the regular meeting of Council to order and asked if there were any additions or corrections to the meeting minutes of April 22, 2014. Councilman Vanhoozier made a motion to approve the minutes as presented, seconded by Councilman Hall. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

II. CITIZEN'S HEARING:

1. RESOLUTION IN RECOGNITION OF THE CHRISTIANSBURG HIGH SCHOOL BOY'S INDOOR TRACK CHAMPIONS. Councilman Showalter presented to Coach Bossman and the CHS boy's indoor track athletes a resolution recognizing the team's state championship placements. A copy of the resolution is attached herewith.
2. PROCLAMATION IN RECOGNITION OF RELAY FOR LIFE. Mayor Barber presented to Allison Gibbons, representative of the American Cancer Society, and Pat Worrell, recruitment chair for Montgomery County Relay for Life, a proclamation recognizing the annual Relay for Life event and the "Paint the Town Purple" fundraising effort, and proclaiming May 29, 2014 as a "Day of Hope" in finding a cure for cancer. A copy of the proclamation is attached herewith.
3. BOB ANDERSON TO ADDRESS COUNCIL REGARDING SEWER CONCERN. Bob Anderson of 290 Cheverly Drive thanked Council for the opportunity to speak and began by expressing his appreciation for the cooperative attitudes of Town staff and Public Work's crews as they worked to address the sewer issues on Cheverly Drive. According to Mr. Anderson, the two sewer backups he experienced at his home occurred not long after the installation of a sewer line and pump near his property. He had lived at this location for eighteen years with no sewer problems until last year. The Town's engineering and public works departments worked to correct the problem, which occurred due to the improper placement of a sewer line, but Mr. Anderson incurred a cost of three thousand dollars to dig up and replace the sewer line on his property, which was not covered by his homeowner's insurance or the Town's insurance. This has resulted in a financial burden for his family and he believes he should not be solely responsible for the costs, since the problem occurred due to the improper placement of a sewer line on his neighbor's property. Mr. Anderson respectfully requested that the Town reimburse him for his out-of-pocket expenses, or re-submit a request for payment to its insurance company. The Town's insurance company agreed to reimburse him for costs related to his indoor damages, but would not cover the outdoor expenses. Mayor Barber turned the request over to the Water and Sewer Committee for review and recommendation.
4. CITIZEN COMMENTS.
 - a. No comments.

III. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. COUNCIL ACTION ON:

- a. A Conditional Use Permit request by Robert Muttart for a major home occupation for a landscaping business for property located at 3795 Roanoke Street (tax parcel 502 – ((A)) – 51) in the R-2 Two-Family Residential District. The Public Hearing was held on April 22, 2014. Town Manager Helms presented the Planning Commission resolution recommending Town Council deny the request. Planning Commission vote was 6 ayes, 2 nays, 2 abstained. Councilman Stipes made a motion to accept the Planning Commission's recommendation to deny the request, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. The request was denied.
- b. Community Development Block Grant – Annual Action Plan for 2014-2015. The Public Hearing was held April 22, 2014. Councilman Vanhoozier made a motion to adopt the CDGB Annual Action Plan for 2014-2015 as presented, seconded by Councilman Huppert. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

Councilman Stipes made a motion to amend the agenda to add a request for a new easement plat across property along Scattergood Drive, seconded by Councilman Vanhoozier. Council voted as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. Mayor Barber placed the matter as item #2 under the Street Committee reports/recommendations.

2. REAPPOINTMENT TO THE CEMETERY COMMITTEE. REX GERMANY'S THREE YEAR TERM ON THE COMMITTEE EXPIRES THIS MONTH; HE HAS AGREED TO SERVE ANOTHER TERM ON THE COMMITTEE. Councilman Huppert made a motion to reappoint Rex Germany to serve another term on the Cemetery Committee, seconded by Councilman Hall. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. Mr. Germany was present and thanked Council for the reappointment.
3. DISCUSSION REGARDING THE FEASIBILITY OF A RECYCLING PROGRAM (COUNCILMAN SHOWALTER). Council discussed ideas for enhancing the recycling opportunities in Town, which is identified as a goal in the Vision 2020. Ideas discussed included placement of additional drop-off points near high density areas, and single stream (no sort) recycling. The Public Works department is currently looking at several possible locations, with plans to make a recommendation to Council. The FY 2014-2015 budget provides funding for several new recycling containers and additional drop-off locations. Councilman Showalter recommended contacting residents of Oak Tree for public input on this issue, since they have expressed interest in an enhanced recycling program. Town staff will continue to work on this matter.
4. APPOINTMENT TO THE NRV REGIONAL WATER AUTHORITY. WAYNE NELSON'S FOUR YEAR TERM ENDS JUNE 30, 2014. Councilman Hall made a motion to reappoint Wayne Nelson to serve another term on the NRV Regional Water Authority, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. Mr. Nelson's term will expire June 30, 2018. Mr. Nelson was present and thanked Council for the reappointment.
5. MONTGOMERY COUNTY RELAY FOR LIFE – RECOGNITION OF "PAINT THE TOWN PURPLE" FUNDRAISER AND "DAY OF HOPE". Mayor Barber asked those interested in purchasing ribbons to contact him and he would place an order.
6. DISCUSSION AND ACTION REGARDING AN UPDATE TO THE SEWER METER POLICY. Town Manager Helms explained the proposed changes to the sewer meter policy. The changes would allow meter owners to transfer their meter to someone interested in obtaining one, and would provide for a sixty day warranty for each purchased meter. Councilman Vanhoozier made a motion to adopt the proposed changes as presented, seconded by Councilman Showalter. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
7. DISCUSSION REGARDING THE EMPLOYER RETIREMENT CONTRIBUTION RATE ELECTION FOR THE BIENNIAL BEGINNING JULY 1, 2014. Town Manager Helms explained that legislature was passed that allows localities to reduce the amount of employer contributions to the Virginia Retirement System every biennium. The Town currently pays 13.38% and Town Manager Helms recommended that the rate remain unchanged. Employees contribute 5% in addition to what the Town pays. Town Manager Helms explained to Council how a lower rate equals higher liability for the Town. Councilman Hall made a motion to not change the employer contribution rate of 13.38%, seconded by Councilman Stipes. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

Mayor Barber recognized the attendance of former Council member and Planning Commissioner, Ann Carter.

8. MR. STIPES AND MR. VANHOOZIER – STREET COMMITTEE RECOMMENDATION/REPORT ON:
 - a. Plat of Lot Line Adjustment Lots 2A & 3A of Exit 118 Hospitality Park; creating 2 lots; located on Roanoke Street and Tower Road. Councilman Stipes reported that the request is for property located next to the Fairfield Inn and will be developed in a similar manner, with shared parking between the two developments. The Street Committee has reviewed the plat and found that it conforms with the subdivision ordinance. Councilman Stipes made a motion to approve the request, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

b. Councilman Stipes reported that the Street Committee reviewed a request for a new storm drainage easement for property on Scattergood Drive, N.W. owned by a local church. The new easement would serve the Christiansburg High School property and is necessary to expand parking for the church. The Street Committee reviewed the request with Town staff and determined that it conforms to the subdivision ordinance. Councilman Stipes made a motion to approve the request, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

9. CLOSED MEETING:

a. Councilman Vanhoozier made a motion to enter into a Closed Meeting under Virginia Code section 2.2-3711(A)(7), for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. The Closed Meeting is scheduled to allow for Council and attorney discussion regarding the proposed employee compensation/flex time policy. Councilman Stipes seconded the motion and Council was polled as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

b. RECONVENE IN OPEN MEETING.

c. CERTIFICATION. Councilman Vanhoozier moved to certify that the Town Council of the Town of Christiansburg, meeting in Closed Meeting, to the best of each member's knowledge, discussed only the matters lawfully exempt from open meeting requirements by Virginia Law and only such matters as are identified in the Resolution to enter into Closed Meeting, seconded by Councilman Hall. Council voted on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

d. COUNCIL ACTION ON THE MATTER. No action was taken by Council.

IV. COUNCIL REPORTS:

- Councilman Hall reported that Council was recently provided a draft copy of the Parks and Recreation Master Plan for review and suggested revisions. The Recreation Advisory Commission is scheduled to meet May 15, 2014 at 6:00 P.M. to review the master plan in its entirety and modify as deemed necessary. The plan was drafted over the course of five months utilizing more than one thousand public surveys. He also reported that discussions are continuing regarding an annual race event, with the assistance of Shane Guynn, CHS athletic director.
- Councilman Vanhoozier reported that the Aquatic Center Advisory Board is interested in scheduling a joint planning meeting with the Recreation Advisory Commission for some time in June. Parks and Recreation Director, Brad Epperley, offered to discuss this with the Recreation Advisory Commission to finalize a date. Councilman Vanhoozier also reported that the Montgomery-Floyd Regional Library will host a bluegrass band on May 31, 2014 at 6:00 P.M.
- Councilman Showalter reported that the Central Business District Committee has discussed various banner designs for the downtown area that celebrate Christiansburg culture and youth. He showed three designs that supported Christiansburg High School, Christiansburg Institute, and Montgomery Museum. Councilman Showalter requested authorization to proceed with purchasing the banners supported by tourism funds. The banners would be hung at significant times throughout the year for special recognition. Council agreed to proceed with purchasing the forty-five banners.
- Councilman Huppert, who serves on the Board of Directors for Montgomery Museum, reported that the museum would greatly appreciate the support and special recognition through banners hung along Main Street. The museum continues to seek ways to obtain more recognition within the community. Councilman Huppert reported that the Cemetery Committee has recently discussed the possibility of developing a columbarium, which is a growing trend, and an important focus for the future of Christiansburg.

IV. TOWN MANAGER'S REPORTS:

1. PUBLIC HEARING REQUEST: Town Manager Helms presented the following requests and recommended setting the Public Hearings as indicated:

May 27, 2014:

1. Annual Budget for Fiscal Year 2014-2015.

June 10, 2014:

1. Proposed amendment to garbage fees ordinance.

On motion by Councilman Vanhoozier, seconded by Councilman Showalter, Council voted as follows to set the Public Hearings as indicated above: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

2. PROGRESS REPORTS AND ANNOUNCEMENTS:

- Town Manager Helms provided Council with information regarding self-funded versus fully insured for health insurance and explained the cost benefits to the Town in choosing the self-funded insurance option because of new health care laws and premium tax. Matt Smith, the Town's insurance consultant, briefly spoke regarding the matter and said he thought the time was right to make the change. Town Manager Helms requested that Council review the information and be prepared to discuss the matter at the next regular council meeting.
- Mr. Bob Leonard of Christiansburg Institute offered to give Council members a tour of the Edgar A. Long building. Council suggested a date of May 27, prior to the council meeting, and Town Manager Helms will confirm the date with Mr. Leonard.
- May 18 – 24, 2014 is National Public Works week.
- Progress is continuing on the employee compensation study, but Town Manager Helms requested an extension on reporting to Council to allow more time to finish collecting the results of the public sector survey. Council agreed to provide an extension of time until early June.
- A law enforcement officer memorial service is scheduled for May 19, 2014 at 5:00 P.M. at the Montgomery County Government Center.

V. ADJOURNMENT:

There being no further business to bring before Council, the meeting was adjourned at 9:15 PM.

Michele M. Stipes, Clerk of Council

D. Michael Barber, Mayor