

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
SEPTEMBER 23, 2014 – 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 SEPTEMBER 23, 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; Bradford J. Stipes; Henry D. Showalter. ABSENT: None.

ADMINISTRATION PRESENT: Town Manager Barry Helms; Assistant Town Manager Randy Wingfield, Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Finance Director/Treasurer Val Tweedie; Planning Director Nichole Hair.

PLEDGE OF ALLEGIANCE

**PUBLIC HEARING**

1. A Conditional Use Permit request by Wayne Brockenbrough for residential use at 302 W. Main Street (tax parcel 526 – ((A)) – 180) in the B-2 Central Business District.

On behalf of Wayne Brockenbrough, Mr. Dickie Bird explained the CUP request for mixed use at 302 W. Main Street that would consist of business use and three residential apartments. Drawings were provided of the intended apartment layouts, along with an aerial map of the property. The single-story, one bedroom apartments are planned for single person occupancy. There would be adequate parking on site for the apartments and the business.

2. A Conditional Use Permit request by Glenn and Karen Smith for a bed and breakfast inn at 305 East Main Street (tax parcel 527 – ((A)) – 125) in the R-3 Multi-Family Residential District.

Mrs. Karen Smith explained that she and her husband's CUP request was for a four guest room bed and breakfast inn at property they own at 305 East Main Street. A site plan has been submitted and was included in Council's agenda packet for review. Mrs. Smith reviewed the existing on-site parking and explained their plans for providing additional parking using materials that would not create storm water run-off. At this time, the Smiths' have no intention to hold on-site events, although limited events would be allowed per *Christiansburg Town Code*.

Mrs. Kay Hanson, 300 East Main Street, asked about the kind of signage intended if the request is approved. Mrs. Smith replied that the signage chosen would comply with the Town's sign ordinance, which currently allows a two-square foot sign.

Ms. Alice Stump, whose parents own adjoining property, asked if the additional parking would impact neighboring properties. Mrs. Smith explained the type of parking area planned, which would be designed using a surfacing that would not produce storm water run-off.

3. Council's intention to adopt an ordinance vacating a 7.5 foot easement for public and/or private utilities interior to the left property line at 1170 Juniper Drive (tax parcel 465 – ((20)) – 21).

Town Manager Helms explained that the easement vacation would allow the property owner at 1170 Juniper Drive to add a carport onto the side of his existing residence. Without the vacation, the carport would encroach the utility easement. Town Manager Helms reported that the Town does not need the utility easement and he had no opposition to the request. Once constructed, the carport would meet setback requirements.

*Councilman Hall made a motion to amend the agenda to include Council discussion and action on Public Hearing item #3, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. The matter was placed as item #1 under Discussions by Mayor and Council Members.*

## 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 September 9, 2014. Councilman Vanhoozier made a motion to adopt the minutes as presented, seconded by Councilman Bishop. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

### II. CITIZEN'S HEARING:

#### 1. CITIZEN COMMENTS:

- a. Drema Bishop, 60 White Pine Drive, and Nancy Epperly, 165 White Pine, addressed Council with their concerns regarding the lack of consideration given by dog owners' in neglecting to clean up after their pets in their neighborhood. Town ordinance requires pet owners to clean up after dogs, and Mrs. Bishop requested that signs be placed in the neighborhood as a reminder of the ordinance. A major problem area, according to Mrs. Bishop, is the nearby church when it hosts youth athletic events. Mayor Barber will take this request to the Public Works Department for consideration.

Mrs. Bishop then asked when connection to the Town's septic system would be offered to her side of White Pine Drive. Town sewer was provided to the opposite side of White Pine Drive approximately three years ago. Town Manager Helms reported that, due to the topography in that particular area of Town, installation of a new pump station would be necessary at a cost of approximately one-half million dollars. Approximately thirty homes in the neighborhood do not have access to Town sewer. Town Manager Helms offered to research grant availability for this type of infrastructure.

- b. Mr. Gary Jones of 545 Tarrytown Road requested permission to place a removeable fence in the driveway of his townhouse to provide a separation barrier between him and his neighbor. Mr. Jones explained that his next-door neighbor has been harassing and threatening to him and his young child on a number of occasions. Mr. Jones stated he has been unable to get relief through the police, although they have arrested the neighbor numerous times for harassing and destructive behavior, and the landlord has been unable to provide relief. As a result, he installed a removeable fence in the driveway, unaware that it encroached the public street right-of-way by more than five feet. His main concern is protecting his son from debris thrown by his neighbor's lawnmower, and he intends to take the fence down during the winter months. Mayor Barber turned the matter over to the Street Committee for review and recommendation.

### III. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. COUNCIL'S INTENTION TO ADOPT AN ORDINANCE VACATING A 7.5 FOOT EASEMENT FOR PUBLIC AND/OR PRIVATE UTILITIES INTERIOR TO THE LEFT PROPERTY LINE AT 1170 JUNIPER DRIVE (TAX PARCEL 465 - ((20)) - 21). The Public Hearing was held at the beginning of the meeting. Councilman Hall made a motion to approve the request, seconded by Councilman Vanhoozier. Council was polled on the motion as follows: Bishop - Aye; Hall - Aye; Huppert - Aye; Showalter - Aye; Stipes - Aye; Vanhoozier - Aye.

2. DISCUSSION REGARDING STATUS OF PROPOSED TOWN LOGO. With the introduction of a new color scheme for the Town logo at the last Council meeting, Councilman Stipes expressed concern that there were numerous logo designs actively in use, with the most recent one chosen without discussion or input by Council. Councilman Stipes said the Town logo is a powerful symbol that defines the Town at a glance, and he would like Council to choose one defining, consistent logo and to retire the others. Assistant Town Manager Wingfield presented Council with the various logo color schemes actively used by the Town. Mayor Barber had presented the most recent color scheme of navy and gold to Council via email when he was designing the logo medallion hanging in Council chambers. His intentions in choosing the colors of navy and gold were to emphasize an unspoken bond with Christiansburg High School. Mayor Barber said he has received positive feedback from employees and the community in response to the navy and gold colors. It was never his intention to replace the logo on older town vehicles or lapel pins. Council agreed with Councilman Stipes' comments regarding the need for consistency by choosing one design for use Town-wide. Council was provided an example of each design for consideration, with discussion and action at the next Council meeting.

3. MR. STIPES AND MR. VANHOOZIER - STREET COMMITTEE REPORT/RECOMMENDATION ON:

- a. Relocation/Vacation Of Parcel Lines For JBC Properties, LLC To Revise Tax Map# 529-(2)-83B and 529-(2)-84A; located at 2065 Fairview Street.; creating 2 new lots. Councilman Stipes reported that the request was for a simple internal lot line vacation that would create one large lot and one small lot. There is an existing structure on the larger lot. The plat conforms with the subdivision ordinance and Councilman Stipes made a motion to approve the request, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

4. CLOSED MEETING:

- a. Councilman Vanhoozier made a motion to enter into a Closed Meeting under Code of Virginia § 2.2-3711(A)(3) for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The request pertains to property located in the Christiansburg Industrial Park. Councilman Hall seconded the motion and Council was polled as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

Councilman Huppert made a motion to enter into a Closed Meeting under Code of Virginia § 2.2-3711(A)(5) for discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. The request pertains to a proposal for business development. 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. Councilman Vanhoozier made a motion to reconvene in open meeting, seconded by Councilman Hall. Council was polled as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
- 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. Councilman Hall seconded the certification and Council voted as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier - Aye.
- d. Council action on the matter. No action taken.

IV. COUNCIL REPORTS:

1. Councilman Bishop reminded Council of the blood drive to be held at the rescue squad on September 27, 2014 from 10:00 a.m. to 2:00 p.m.
2. Councilman Hall reminded Council of the Food Truck Rodeo scheduled for September 26, 2014 on Main Street. The recreation department will have a presence at the event with brochures, flyers, and a video loop for the public's information. Fourteen vendors are expected at the event.
3. Councilman Vanhoozier thanked the Town for its cooperation with the recently held Wilderness Trail Festival. He announced that the installation of Lily's Playground in the New River Valley Mall is complete and a ribbon cutting is scheduled for September 27, 2014 at 10:30 a.m. He will attend the event as a representative of Kiwanis Club.
4. Councilman Showalter reported that he has a scheduling conflict on Thursday with the New River Valley Planning District Commission meeting and the water authority dinner. He has committed to attending the dinner and suggested that Town Manager Helms attend the NRVPCD meeting on his behalf. The scheduled speaker is from Roanoke and will address outdoor events. He then reported that Christiansburg Institute will be hosting an international cuisine event on October 18, and he recommended the Town assist with purchasing, installing, and storing an announcement banner for the event. Council authorized up to \$500.00 in tourism funding for two corner banners to be installed by the Town. Next, Councilman Showalter reported that Downtown Christiansburg, Inc. has requested Town presence at the upcoming Food Truck Rodeo. Mayor Barber suggested allowing the recreation center staff to represent the Town, since they are already planning a presence at the event.

5. Councilman Huppert requested an update from the tourism director and Town Manager Helms reported that the director is scheduled to report to Council in January, 2015. Councilman Showalter recommended the director address Council during a work session, which would allow for more interaction during the update.
6. Mayor Barber reported that Councilman Huppert has resigned from his position as alternate on the New River Valley Agency on Aging and former-Mayor Richard Ballengee has expressed interested in serving in this capacity. Council agreed to the appointment of Mr. Ballengee to serve as alternate on the New River Valley Agency on Aging.

#### IV. TOWN MANAGER'S REPORTS:

1. MONTHLY BILLS: Councilman Hall made a motion to approve the monthly bills to be paid October 10, 2014 in the amount of \$ 881,747.04, seconded by Councilman Stipes. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. Councilmen Hall and Bishop requested that a detailed breakdown of revenue recovery funds be provided for informational purposes. In noting that the Town is paying two publishers to publish Town brochures, Councilman Huppert recommended looking into utilizing only one publisher as a cost saving measure. Town Manager Helms said the publishing work is offered through a bidding process, but he will look into the Town's options.

2. PUBLIC HEARING REQUEST: Town Manager Helms presented the following requests and recommended setting the Public Hearings for October 14, 2014:

1. The 2013 Consolidated Annual Performance and Evaluation Report (CAPER) – Community Development Block Grant.

On motion by Councilman Hall, seconded by Councilman Vanhoozier, Council voted to set the Public Hearings for October 14, 2014 as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

3. PROGRESS REPORTS AND ANNOUNCEMENTS:

- The speed tables intended for installation on Alleghany Street are expected to arrive within days, with installation/maintenance training scheduled for September 26, 2014.
- Upgrades to the Roanoke/Depot streets signal are moving forward, despite initial procurement issues. Councilman Stipes suggested looking into including this project in with a VDOT Regional Signal Contract to get a fixed price for the equipment/supplies needed for the upgrade.
- Recycling containers that were purchased from surplus in Richmond have been placed at Home Depot and Food Lion in an effort to expand recycling availability in Town. Information on the new locations has been posted on the Town's website.
- Fall clean-up will be held October 4 – 18, 2014.
- Reminder that photo identification is now required to vote.
- A joint work session with the aquatic center is scheduled for October 21, 2014 at 6:00 P.M. at the Christiansburg Aquatic Center to discuss the proposed business plan for the center.

#### V. ADJOURNMENT:

There being no further business to bring before Council, Councilman Vanhoozier made a motion to adjourn the meeting at 9:26 P.M., seconded by Councilman Hall. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

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Michele M. Stipes, Clerk of Council

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D. Michael Barber, Mayor