

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
DECEMBER 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 DECEMBER 23, 2014 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor James W. Vanhoozier; Samuel M. Bishop; Steve Huppert; Bradford J. Stipes; Henry D. Showalter. ABSENT: R. Cord Hall.

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; Director of Aquatics Terry Caldwell.

PLEDGE OF ALLEGIANCE.

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

II. CITIZEN'S HEARING:

1. FINANCE DIRECTOR/TREASURER VAL TWEEDIE TO PRESENT THE ANNUAL AUDIT REPORT.

Finance Director/Treasurer Val Tweedie presented the 2014 Audit Summary that provided an overview of the information found in the 2014 Comprehensive Annual Financial Report (CAFR), which was provided to Council on December 9, 2014. Noting the length of the CAFR, she recommended Council give special attention to the Management Discussion and Analysis section. The information highlighted in the summary included an audit opinion and auditor reports; revenue and expenditure comparisons, including budget comparisons; fund balance data; and an overall review. Mrs. Tweedie reviewed a breakdown of the sources of revenue and expenditure data, and clarified several points for Council. Four-year comparisons were included in the summary for assets and liabilities, and for total fixed assets, and the report reflected an increase in total fixed assets in 2014 primarily from major capital projects that included the Huckleberry Trail, storm drain projects, and water main projects. Mrs. Tweedie reported that the audit found small, but steady increases in all revenue numbers, along with an increase in fund balance due to new debt and capital project rollovers. She advised that Council consider reducing the number of assignments to the fund balance in order to meet the objectives of the fund balance policy. In conclusion, Mrs. Tweedie reviewed with Council the major initiatives and improvements met by the Town for the year 2014, and recapped awards received by Town personnel.

2. CITIZEN COMMENTS:

- a. No comments.

III. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. TOWN COUNCIL ACTION ON:

- a. A Conditional Use Permit request by Peggy A. Beasley for a flea market with an exception to paved parking at 275 Starlight Drive (tax parcel 529 – ((A)) – 13) in the B-3 General Business District. The Public Hearing was held December 9, 2014. Town Manager Helms read the Planning Commissions resolution recommending TownCouncil issue the CUP with ten conditions. The Planning Commission vote was unanimous. On motion by Councilman Stipes, seconded by Councilman Vanhoozier, Council voted to accept the Planning Commission's recommendation to issue the Conditional Use Permit with ten conditions as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

b. A Conditional Use Permit request by SHAH Development, LLC for residential use at 2765 Roanoke Street (tax parcel 501 – ((1)) – 26A) in the B-3 General Business District. The Public Hearing was held December 9, 2014. Town Attorney Fontana researched concerns expressed during the public hearing for this request regarding the potential for sex offenders to reside in close proximity to a daycare facility, and also the Town's options for placing controls on the situation. Town Attorney Fontana reported that any restrictions placed on potential tenants must be reasonable, constitutional, and must be in relation to public safety. In reviewing case law, she found that the courts would need to determine if restrictions could be placed on this lone property, since restrictions have not been placed on similar properties. Several precautionary options were provided for the daycare including the option to register with the state police for notification of sex offender location. Federal and state laws already provide restrictions for sex offenders related to the proximity to areas that are intended for use by children, including provisions for residential neighborhoods. In other concerns voiced during the public hearing, Town Manager Helms reported that storm water run-off issues would be addressed in the site plan review, and the existing "No Parking" signs are to remain in place. Town Manager Helms read the Planning Commission resolution recommending Town Council issue the CUP with two conditions. The Planning Commission vote was unanimous. Councilman Vanhoozier made a motion to accept the Planning Commission's recommendation to issue the CUP with two conditions, seconded by Council Showalter. Council voted on the motion as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

2. STATUS ON IN-TOWN ADULT AND YOUTH AQUATIC CENTER PARTICIPATION.

Aquatics Director Terry Caldwell presented Council with an outline of events and ideas designed to increase citizen participation at the aquatic center. Increasing citizen participation is an important goal of the management staff at the facility and they welcome suggestions for improvement. Ms. Caldwell expressed her appreciation for the free advertising received from local news media, and for the opportunities to promote special events through media and commercial venues. Councilman Showalter referenced the joint Aquatic Advisory Board/Parks and Recreation Advisory Commission meeting held in November, during which members discussed the appropriate programs to be offered by each facility. He then asked for an update on the revision of the variety of programs offered at the aquatic center. Ms. Caldwell responded that she is currently working to revise the facility's program policy and will have better direction regarding future programs once the policy is complete. Councilman Showalter stressed the importance of increasing youth participation by offering affordable opportunities to participate on swim teams and other swim activities, noting that Ms. Caldwell may need to think "outside the box" to establish affordable swim team options, suggesting the sandlot model.

3. RECAP ON THE TOWN'S NEWSLETTER.

A final copy of the first edition of the new Town newsletter was provided to Council in the agenda packet. The edition will go out with the January 2015 water bill, with a subsequent bimonthly release. Paper copies will be distributed to community facilities, and electronic copies will be posted on the website and distributed through the Notify Me option.

4. DISCUSSION REGARDING REPAIRS TO THE FOREMAN'S BUILDING AT STATION B.

Town Manager Helms reported that the foreman's building at Station B has been vacated because of mold in the building. He is currently putting together prices for remediation and tear-down and will bring the matter back to Council for consideration and budget funds once the cost estimates are established.

5. DISCUSSION REGARDING VML LEGISLATIVE DAY.

Mayor Barber informed Council that he is working with Mayor Ron Rordam to establish a local joint legislative day for the purpose of meeting with local delegates and senators to discuss and develop strategies of projections for the area. Ideally, the meeting would occur before the legislators go into session. Town Manager Helms recently spoke with Delegates Rush and Yost regarding this possibility, but no decisions were made. Council was supportive of the idea and Mayor Barber agreed to begin email communication with the legislators.

IV. COUNCIL REPORTS:

1. Councilman Vanhoozier wished all a Merry Christmas and safe holiday season.
2. Councilman Stipes wished all a Merry Christmas.
3. Councilman Showalter wished all a happy holiday season.
4. Councilman Huppert noted a newspaper article regarding Delegate Yost's support of industrial hemp farming and asked Council to read the article and reconsider the issue.

5. Mayor Barber reported that Town Attorney Elizabeth Dillon was recently appointed to a federal judgeship. Erica Williams, Clerk of Court, will swear in Councilman Bishop on January 13, 2015 in the Council Chambers. He then wished all a Merry Christmas and expressed his appreciation for both Council and Town staff.

IV. TOWN MANAGER'S REPORTS:

1. **MONTHLY BILLS:** Councilman Vanhoozier made a motion to approve the bills, seconded by Councilman Bishop. Councilman Huppert asked if the Town had the capability to stockpile gasoline for Town department use, considering the current low gas prices. Town Manager Helms responded that requirements for gas storage tanks became so stringent that the Town did away with most of its storage tanks. However, there are gas storage tanks at the Fire Department that are kept filled for its use and the use of the Rescue Squad. The Town also has a few small, portable gas storage tanks that are used by the Public Works Department. The Town's gasoline purchase is under contract with Montgomery County and is bid out every five years. Council voted on the motion to approve the bills as follows: AYES: Bishop, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
2. **PROGRESS REPORTS AND ANNOUNCEMENTS:**
 - James Lancianese, Superintendent of Public Works, recently completed two comprehensive public safety classes that took more than one year to complete.

V. ADJOURNMENT:

There being no further business to bring before Council, Councilman Vanhoozier made a motion to adjourn the meeting at 8:00 P.M., seconded by Councilman Bishop. Council voted on the motion as follows: AYES: Bishop, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

Michele M. Stipes, Clerk of Council

D. Michael Barber, Mayor