

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
JANUARY 13, 2015 – 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 JANUARY 13, 2015 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 Jim Guynn; Finance Director/Treasurer Val Tweedie; Planning Director Nichole Hair; Director of Public Works Ricky Bourne; Superintendent of Public Works Jim Lancianese; Director of Aquatics Terry Caldwell; Police Chief Mark Sisson; Rescue Chief Joe Coyle.

PLEDGE OF ALLEGIANCE.

PUBLIC HEARING

1. VDOT Six-Year Plan Priorities.

Town Manager Helms reported on the resolution supporting the implementation of functional improvements between Cambria Street and Independence Boulevard in conjunction with intersection improvements at North Franklin Street and Cambria Street in Virginia Department of Transportation project programming and reprioritization of three listed projects within the program. The resolution also provides Council agreement to pay the Town's share of the total cost for preliminary engineering, right-of-way and construction of these projects in accordance with Code of Virginia § 33.1-44, and that if the Town subsequently chooses to cancel a project, the Town agrees to reimburse the Virginia Department of Transportation for the total amount of the costs expended by the Department through the date the Department is notified of any cancellation. A copy of the resolution is attached herewith.

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 23, 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, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. Abstain: Councilman Hall abstained because of his absence due to illness.

Mayor Barber introduced Erica Williams, Clerk of Court, who administered the Oath of Office to Councilman Samuel Bishop. Councilman Bishop thanked everyone for their support during the election, and he expressed his appreciation for the opportunity to serve as a member of Council.

II. CITIZEN'S HEARING:

1. CITIZEN COMMENTS:

a. Tacy Newell of 425 Arrowhead Trail addressed Council as an owner of a building in the downtown area. Mrs. Newell thanked Council, Mayor, and staff for their commitment to serving the needs of Christiansburg through various committees including tourism, bikeway/walkway, and farmers market. Her focus, however, was on the Central Business District Committee which addresses the concerns and developments in the downtown area, where she has a personal insight and interest. Mrs. Newell stated that the central business district is uniquely zoned and has unique needs. She suggested that the Town pull the mentioned committees together with the Central Business

District Committee to strengthen efforts to revitalize the downtown area and replace empty store fronts with thriving businesses. Mrs. Newell recommended discussing her ideas in depth during a work session and she offered to become involved in the matter as Council saw fit.

III. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. RESOLUTION IN SUPPORT OF THE PROPOSED PARK AND RIDE TO BE LOCATED NEAR I-81 EXIT 118.

Councilman Vanhoozier made a motion to adopt the resolution as presented, seconded by Councilman Hall. Councilman Hall recognized and expressed appreciation for the efforts of the community, especially the parents of students at Falling Branch Elementary School, who persistently voiced their concerns regarding student safety and pushed for the relocation of the park and ride. He also thanked the elected officials and Town staff that established and supported a plan to address the safety concerns by expediently moving the park and ride facility to a different location. Councilman Huppert stated that he would like Council to consider eventually placing a welcome center near the new park and ride location, and Town Manager Helms confirmed that there is a commercial lot available at the park and ride site. Council expressed support for further discussing the possibility of a welcome center at a future meeting. Town Manager Helms noted that the amenities planned for the park and ride do not include bathroom facilities, which is standard for park and ride service. However, considering that the park and ride will also serve as a bus stop, Mayor Barber offered to discuss the possibility of on-site placement of a port-a-john. Councilman Stipes stated that the firm he is employed by is under contract with VDOT to provide engineering services for the project and, as such, he intends to abstain from voting on this issue. Council was polled on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Abstain; Vanhoozier – Aye. A copy of the resolution is attached herewith.

2. RESOLUTION IN SUPPORT OF THE VDOT SIX-YEAR PLAN PRIORITY. Councilman Hall made a motion to adopt the resolution as presented, seconded by Councilman Vanhoozier. Council was polled on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

3. UPDATE ON THE PROPOSED LOCAL LEGISLATIVE DAY. Mayor Barber reported that he was unable to organize a local legislative day prior to the general session, but will schedule a meeting to meet with representatives after the session. In the meantime, Town administration has prepared a resolution to send to local representatives outlining some of the matters of interest and support to the Town. Mayor Barber read the resolution for Council consideration. Blacksburg and Montgomery County have approved and sent similar resolutions to local legislatures. Councilman Hall made a motion to approve the resolution, seconded by Councilman Vanhoozier, who encouraged members of Council to contact each local representative to personally voice support for the resolution. Council was polled on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye. A copy of the resolution is attached herewith.

4. REAPPOINTMENTS OF CHRISTIANSBURG AQUATIC CENTER ADVISORY BOARD MEMBERS WHOSE TERMS EXPIRED ON DECEMBER 31, 2014: Steve Simmons, Mark Layne, Amelia Tuckwiller. The reappointments are for a three-year term. Amelia Tuckwiller was present and Councilman Showalter made a motion to reappoint her to serve another term on the Aquatic Center Advisory Board and to table the reappointments of Steve Simmons and Mark Layne for a time when they can be present. Councilman Stipes seconded the motion and Council voted as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

5. MR. STIPES AND MR. VANHOOZIER – STREET COMMITTEE REPORT/RECOMMENDATION ON:

a. Subdivision Plat of Tax Map # 526-(A)-240 (DMA), 526-(A)-239 And Lot Line Vacation of 526-(A)-239 (Town) For the Division Of Military Affairs And The Town of Christiansburg Along Depot Street N.W. and College Street N.W.; creating 2 lots. Mayor Barber reported that this subdivision plat pertains to the land swap between the Town of Christiansburg and the Virginia Army National Guard Armory. The Town will receive 1.5 acres that includes the existing playground, which has been upgraded and maintained by the Town, and the armory will receive less than ¼ of an acre to be used for additional parking. The armory has requested an easement to building the additional parking facility. The parking lot will be built to Town standards and can be used by the Town for overflow parking when not in use by the armory. Councilman Stipes reported that the Street Committee has reviewed the subdivision plat and recommends approval along with the requested easement. Councilman Vanhoozier seconded the motion and Council voted as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

6. RE-ORGANIZATION FOR THE YEAR 2015:

a. Election of Vice-Mayor. Councilman Vanhoozier made a motion to nominate Councilman Hall to serve as vice-mayor, seconded by Councilman Showalter. Council voted on the motion as follows: AYES: Bishop, Huppert,

Showalter, Stipes, Vanhoozier. NAYS: None. ABSTAIN: Hall. Councilman Stipes commented that in other localities the council member receiving the highest number of votes in an election automatically assumes the role of vice-mayor, which is something for Council to keep in mind in the future.

- b. Set regular meeting dates of Council. Councilman Hall made a motion to continue meeting the second and fourth Tuesday of each month at 7:00 P.M. Councilman Showalter seconded the motion and Council voted as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
- c. Authorize Vice-Mayor, Assistant Town Manager, and Finance Office Manager, to sign Town checks. Councilman Showalter made a motion to authorize the Vice-Mayor, Assistant Town Manager, and Finance Office Manager, to sign Town checks, seconded by Councilman Stipes. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
- d. Appointment to Committees of Council: Mayor Barber appointed the Committees of Council as follows:
 1. Water, Sewer, and Solid Waste Committee – Showalter and Hall
 2. Street Committee – Stipes and Vanhoozier
 3. Finance Committee – Vanhoozier and Stipes
 4. Fire and Rescue Committee – Bishop and Huppert
 5. Public Health and Welfare Committee – Ad hoc
 6. Central Business District Committee – Showalter and Bishop
 7. Cemetery Committee – Ad hoc, representative - Huppert
 8. Council on Human Relations Committee – Ad hoc, representative - Sisson

7. CLOSED MEETING:

- a. Councilman Vanhoozier made a motion to enter into a Closed Meeting under Virginia Code Section 2.2-3711(A)(1), for the discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The motion was seconded by Councilman Bishop and Council voted as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye. The Closed Meeting is being held for discussion of personnel, specifically the appointment of officers for the year 2015.
- 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. Councilman Hall seconded the certification and Council voted as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

8. APPOINTMENT OF OFFICERS:

- a. Councilman Hall made a motion to appoint the following officers, seconded by Councilman Vanhoozier, and voted on by Council as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
 - Town Manager: Barry D. Helms
 - Finance Director/Treasurer: Valerie Tweedie
 - Police Chief: Mark Sisson
 - Town Attorney: Guynn & Dillon, P.C.
- b. Councilman Hall made a motion to appoint Michele Stipes to serve as Clerk of Council, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Abstain; Vanhoozier – Aye.

IV. COUNCIL REPORTS:

1. Councilman Hall noted the completion of the installation of a turn arrow signal at Roanoke Street and Depot Street. He has received numerous compliments from town residents and he expressed his appreciation for the expedited process.

2. Councilman Stipes reported that the Bikeway-Walkway Committee expects to come before Council in April to present its four identified priority projects.
3. Councilman Showalter suggested that the Central Business District Committee incorporate members from the Farmers Market Committee once the farmers market has been established and the committee no longer needs to meet as regularly. He also requested written minutes of the meetings of the Farmers Market Committee for informational purposes.
4. Councilman Huppert reported that the Cemetery Committee will meet at Town Hall on January 15 at 2:00 P.M. for those interested in attending.
5. Mayor Barber reported that the Farmers Market Committee will meet tomorrow at 5:00 P.M. for those interested in attending. He then reported that the committee estimated a need of \$10,000 in funding for 2015 for start-up of the farmers market, which would then increase the potential for securing grant funding. Assistant Town Manager Wingfield spoke about the various grants available for numerous associated costs, but all require applications and initial investments by the locality. Councilman Vanhoozier made a motion to authorize the use of up to \$10,000 of tourism funding for the start-up of the farmers market, seconded by Councilman Showalter. Council voted on the motion as follows: AYES: Bishop, Hall, Showalter, Stipes, Vanhoozier. NAYS: Huppert. Mayor Barber will provide Council with an accounting of the funding/expenditures.

IV. TOWN MANAGER'S REPORTS:

1. PUBLIC HEARING REQUEST: Town Manager Helms presented the following requests and recommended setting the Public Hearings for February 24, 2015:
 - a. Conditional Use Permit amendment request for offices at 446 Depot Street to allow for expansion.
 - b. Conditional Use Permit request for a farmers market in the central business district on Hickok Street between W. Main Street and Commerce Street.

On motion by Councilman Vanhoozier, seconded by Councilman Hall, Council voted to set the Public Hearings for February 24, 2015 as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

2. PROGRESS REPORTS AND ANNOUNCEMENTS:

- Council scheduled a work session to hear an update from Lisa Bleakley, Director of Tourism, and to discuss selling naming rights on town facilities. Councilman Huppert requested a report from Assistant Town Manager Wingfield on the Roanoke model for selling naming rights. The work session was scheduled for January 27, 2015 at 6:00 P.M.
- Spring Clean-up weeks have been moved to April 11, 2015 through April 25, 2015 to accommodate the meter reading service.
- Christiansburg Institute banners are scheduled to be placed on downtown light poles tomorrow.
- Town Manager Helms ordered two mobile classrooms from Auburn Elementary School at \$5,000 per unit to provide additional office space because a Station B office building has mold.
- Councilman Huppert asked that his compliments regarding the Christmas decorations in the downtown area be passed along to the Public Works department.

V. ADJOURNMENT:

There being no further business to bring before Council, Councilman Hall made a motion to adjourn the meeting at 9:20 P.M., seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.