

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
NOVEMBER 24, 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 NOVEMBER 24, 2015 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Barry Helms; Clerk of Council Michele Stipes; Town Attorney Jim Guynn; Planning Director Nichole Hair; Director of Engineering and Special Projects Wayne Nelson; Aquatics Director Terry Caldwell; Farmers' Market Manager Sarah Belcher.

PLEDGE OF ALLEGIANCE

REGULAR MEETING

I. CALL TO ORDER BY MAYOR BARBER.

Councilman Vanhoozier made a motion to amend the agenda to move the Closed Meeting until after the Town Manager's Reports, seconded by Councilman Bishop. Council was polled on the motion as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

II. CONSENT AGENDA:

1. Council Meeting Minutes of November 10, 2015
2. Monthly Bills
3. Resolution honoring Virginia Tech football coach, Frank Beamer.

Councilman Vanhoozier made a motion to approve the consent agenda, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

III. RECOGNITIONS:

1. Town Manager Helms introduced to Council the new Town Planner, Will Drake. Mr. Drake began working for the Town approximately two months ago, and is finishing up a teaching position at Virginia Tech. Mr. Drake said he was from Charlottesville, but came to Virginia Tech in 2004 as a student, to earn his undergraduate degree and his master's degree. Also, Town Manager Helms reported that Planning Director Nichole Hair has accepted a position in Pulaski as Deputy Manager. Her last day with the town will be December 18, 2015. Mayor Barber and Council welcomed Mr. Drake, and congratulated Ms. Hair while expressing regret at losing her as an employee.

IV. CITIZEN'S HEARING:

1. CITIZEN COMMENTS:
 - a. No comments.

V. STAFF REPORTS:

1. Wayne Nelson, Director of Engineering and Special Projects, to update council on transportation projects. The purpose of the presentation was to provide Council with a project funding request review that provides support for the VDOT resolutions that will be presented to Council for consideration later in the meeting. Wayne Nelson provided Council with an overview of VDOT transportation funding received through two separate programs: Transportation Alternative Program, and Revenue Sharing Program. He explained the details and requirements of each program, along with the prioritized projects that would be funded through each program. A copy of Mr. Nelson's report is attached herewith, along with the resolutions for Virginia Department of Transportation that will be voted on by Council under section VI of tonight's meeting. The resolutions are a requirement of the grant applications, and the status of the applications will be made known in January. Councilman Showalter asked if there were plans to extend sidewalks to the aquatic center property. Town Manager Helms said that the Town is working

to bring a multi-use trail to the aquatic center, and Mr. Nelson stated that pedestrian/bike access to the aquatic center continues to be a priority of the Engineering Department, and of the Bikeway/Walkway Committee.

VI. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. Resolutions for Virginia Department of Transportation. The resolutions were provided to Council in the agenda packet, and were voted on separately as follows:
 - a. Resolution Supporting Application for Allocations from the Virginia Department of Transportation for Revenue Sharing Projects. Councilman Stipes made a motion to approve the resolution, seconded by Councilman Vanhoozier. Council was polled on the motion as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
 - b. Resolution Supporting the Huckleberry Trail Extension. Councilman Stipes made a motion to approve the resolution, seconded by Councilman Huppert. Council was polled on the motion as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye. Wayne Nelson, Director of Engineering and Special Projects, noted that the RFP for this project is expected to be sent out on November 30.
 - c. Resolution in Support of Downtown Enhancement. Councilman Vanhoozier made a motion to approve the resolution, seconded by Councilman Bishop. Council was polled on the motion as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
2. Councilman Stipes and Councilman Vanhoozier – Street Committee Report/Recommendation on:
 - a. Boundary Line Relocation Plat for SKE, LLC; Betty Stuart Goldsmith Halberstadt; and Halberstadt Family Limited Partnership; containing three lots; located on Quin W. Stuart Blvd., N.W. Councilman Stipes explained that this request is a result of the Town's rezoning of the ten-acres of Halberstadt property located behind the New River Valley Mall. The request is to reduce three lots to two lots, and Councilman Stipes reported that the plat is in compliance with the subdivision ordinance, and he made a motion to approve the plat as presented. Councilman Vanhoozier seconded the motion and Council voted as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
 - b. Plat Showing Subdivision of Tax Parcel 501 – ((1)) – 26A for Patricia Lane Townhomes; creating 12 lots; located on Patricia Lane, S.E. This request was withdrawn by the applicant and will be presented to Council at a later date.

VIII. COUNCIL REPORTS

1. Councilman Showalter reminded Council to submit grant needs from council committees to Mr. Helms. He will then consolidate them and send them to Kevin Byrd of the NRV Regional Commission, who will be assisting the Town with grant writing needs.
2. Councilman Huppert commended Town employees on the downtown Christmas decorations, and he asked Town Manager Helms to pass along his comments to those involved with the decorating.
3. Councilman Vanhoozier reported that the Stormwater Stakeholder Committee continues to work on generating a fee recommendation for Council consideration, and expects Council to be able to review the recommendation in a work session within the next month or so.
4. Mayor Barber commented on a Roanoke Times article about Virginia's Click It or Ticket campaign to encourage vehicle safety belt compliance. He reported that Christiansburg was mentioned as having the highest safety belt compliance rating of 96%, and commended the Police Department for its continued emphasis on safety belt compliance. He then reported that Public Works employees are in the process of decorating the tree in the downtown square for Christmas. In years past the tree was decorated by NRV Cares as part of a fundraising campaign, but beginning this year, the tree decoration will become part of the Town's Christmas celebration the evening of the Christmas parade, with a special tree lighting ceremony. Tourism funding will support the tree decorating project. Several staff members and Erlene Barber worked together to bring this new tradition to Christiansburg. Mayor Barber asked Council to consider walking as a representative group in the parade. A special Farmer's Market has been scheduled for 4 – 9 p.m. the day of the Christmas parade, and Sarah Belcher, Farmer's Market Manager, reported that forty-one vendor applications have been received, with more expected.

IX. TOWN MANAGER'S REPORTS:

1. PROGRESS REPORTS AND ANNOUNCEMENTS:

- a. A work session to discuss a stormwater fee recommendation by the Stormwater Stakeholder Committee was scheduled for December 17, 2015 at 6:00 P.M.

- b. Town Attorney Theresa Fontana is working on a sign ordinance amendment modeled after the state ordinance, and will provide a copy for Council consideration within the next month or so. This action is in response to Council's concerns regarding temporary signs.
- c. A request has been received from a town employee who was recently granted leave without pay for surgery. The individual will need additional surgery and has requested an additional forty hours of leave without pay, for recovery. Town Manager Helms expressed his support for the request. A temporary employee is currently handling the employee's position, and is also assigned to other duties. Councilman Vanhoozier made a motion to approve the request, seconded by Councilman Huppert. Council was polled on the motion as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
- d. Council was provided with a copy of the revamped Christiansburg information booklet that is given to new residents to town.
- e. The Town has received a request from Northwest Hardware that its water and sewer connection fees be waived. There are connections on the business' property, but it wants to move the connection to a different location for practical reasons, and it would use a house-sized meter, rather than a business-sized one. The cost of the connection fees could be up to \$6,000. The business is going in on Roanoke Street, near Wades Supermarket, and is investing \$1.6 mil in real estate, with first year's taxes totaling approximately \$2,600. Council discussed the request and decided it would support splitting the water and sewer connection fees 50/50 with the company. Councilman Vanhoozier made a motion to approve splitting the water and sewer connection fees 50/50, with a maximum of up to \$3,000, with Northwest Hardware. Councilman Bishop seconded the motion, and Council was polled as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

VII. CLOSED MEETING:

- a. Councilman Vanhoozier made a motion to enter in a Closed Meeting under (1) 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. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. The Closed Meeting pertains to Backcountry.com. And (2) 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 Closed Meeting is being held for discussion of the annual employee evaluation of the Town Manager. Councilman Bishop seconded the motion and Council was polled as follows: Bishop – 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 Bishop. Council voted on the motion as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
- d. Council action on the matters. Councilman Stipes made a motion to authorize Town Manager Helms to sign the letter dated November 24, 2015, as presented, and as recommended by Town Attorney Jim Guynn. Councilman Vanhoozier seconded the motion and Council was polled as follows: Bishop – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

X. ADJOURNMENT:

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:47 P.M.

Michele M. Stipes, Clerk of Council

D. Michael Barber, Mayor