

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
APRIL 26, 2016 – 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, VIRGINIA, ON APRIL 26, 2016 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Assistant Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Treasurer/Finance Director Val Tweedie; Planning Director Andrew Warren; Director of Engineering and Special Projects Wayne Nelson; Environmental Project Manager John Burke; Farmers' Market Manager Sarah Belcher. ABSENT: Town Manager Barry Helms.

**PLEDGE OF ALLEGIANCE**

**PUBLIC HEARING**

1. Ordinance amending Chapter 36 "Utilities" of the Christiansburg Town Code in regards to establishing a stormwater utility and system of stormwater utility fees. Javad Torabinejad of Blacksburg expressed his support for the creation of a storm water utility fee, and advised that the fee should be usage based in the same manner as water, gas, and electricity billings. He presented to Council state code guidelines for usage based utility fees, and further advised that the stormwater utility fee proposed by the Town lacks the criteria outlined in the state code. He spoke to Council about what he considered more effective stormwater utility fees, using Harrisonburg and Roanoke as examples to study. In addition, he stated that supporters of the proposed stormwater utility fee have expressed the expectation that moving to a new system would cost the Town money; however, Mr. Torabinejad said in reviewing Blacksburg's stormwater utility fee, he found that moving to the new system resulted in an increase in revenue for the Town. Mr. Torabinejad asked Council to revise the proposed stormwater utility fee to be accordance with guidelines set forth in the state code. Councilman Huppert said that when the proposal was drafted, the intent was to hold down the administrative costs of implementing a new utility fee system. Mr. Torabinejad said he spoke with the treasurer of Blacksburg about the impact the new billing system had on the Town and was told that costs were minimal, even with new software. Mr. Torabinejad recommended Council talk with Mr. Phil Schirmer of Roanoke to discuss the operations of their system as a model for Christiansburg, and he offered to act as a liaison in redrafting the proposed policy.
2. Council's intention to enter into a lease agreement for property at 415 Cambria Street, N.W. (tax parcel 466 – ((A)) – 1). Assistant Town Manager Wingfield reported that Council was provided a copy of the lease agreement in the agenda packet for review, and he offered to answer any questions. Councilman Hall asked if the Town presently has a need for the building located at 415 Cambria Street; Mr. Wingfield replied that the Town does not have a need for the building at this time. He noted that the building was being used to warehouse hotel furniture.
3. Conditional Use Permit request by M&M Tire Holdings, Inc. for a private recreational facility at 1265 Moose Drive, N.W. (tax parcels 556 – ((A)) – 31, 32) in the B-3 General Business District. Tracy McCoy, vice-president of M&M Tire Holdings, Inc., reviewed with Council her plan to open an indoor baseball/softball training facility on her property at 1265 Moose Drive. The practice facility will be housed indoors with four indoor batting stations and four tee stations. The facility would be operated on a membership basis, with special accommodations for out-of-town baseball/softball teams participating in games held in Christiansburg. Ms. McCoy said she is hoping to partner with Harkrader Sports Complex to meet the practice needs of participating ball teams. The only other similar venue would be Sportsplex, according to Councilman Collins. Councilman Collins further stated that Ms.

McCoy presented her CUP request to the Planning Commission and he recommended moving forward with Council action tonight.

4. Conditional Use Permit request by Bryan Rice, agent for Karen Kay Zimmerman, for a single-family dwelling residential use at 1120 Radford Street, N.W. (tax parcel 525 – ((A)) - 6) in the B-3 General Business District. Planning Director Andrew Warren said that Bryan Rice was unable to attend the Public Hearing due to a death in the family. Mr. Rice will be back in town next week and would be available to answer questions of Council. Mr. Warren reported that the Planning Commission has reviewed the Conditional Use Permit request and has recommended issuing the CUP with one condition that the property be restricted to single-family use.
5. Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District. Planning Director Andrew Warren said that Mr. Dean France, representative of Construction Services, LLC, was planning to attend the Public Hearing, but was running late. Mr. Warren reported that the Conditional Use Permit was presented to the Planning Commission, and the Planning Commission recommended approving the CUP with several conditions outlined. A copy of the Planning Commission's resolution outlining the conditions is attached herewith. Councilman Collins reported that he was present during the Planning Commission's Public Hearing and found all to be in order with the request. It was noted that Construction Services, LLC provided welding services for specialized jobs that are shipped around the world.

## **REGULAR MEETING**

### **I. CALL TO ORDER BY MAYOR BARBER.** Mayor Barber stated there was a quorum of Council present

*Councilman Hall made a motion to amend the agenda to add the following to the consent agenda: 1) An amended resolution in recognition of National Travel and Tourism Week; 2) A proclamation recognizing over 70,000 community service hours over the past five years by the students of Ignite Life Pacific College. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.*

### **II. CONSENT AGENDA:**

1. Council meeting minutes of April 12, 2016
2. Monthly Bills
3. Business Appreciation Month Proclamation
4. Amended resolution in recognition of National Travel and Tourism Week, May 1 – 7
5. Resolution in recognition of Ignite Life Pacific College

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

### **III. RECOGNITIONS:**

### **IV. CITIZEN'S HEARING:**

1. Citizen Comments:
  - a. David Franusich of Christiansburg, director of Downtown Christiansburg Inc, presented Council with a request for street closures for the Food Truck Rodeo on May 10 from 3:00 p.m. to 11:00 p.m. Grant applications for the street closures have been submitted to the Town. Mr. Franusich said he expects more than twenty vendors to participate in the event. Councilman Stipes asked if alcohol would be sold on private property or on the public street. Mr. Franusich said that was

undecided at this time, but that the beer garden would probably be set up in the street, similar to last year, but that they would operate under the conditions that Council sets forth.

- b. Dean France, representative of Construction Services, LLC, apologized for being late and offered to answer questions regarding the Conditional Use Permit request by Construction Services, LLC for welding and metal fabrication 1360 Mud Pike Road. Councilman Hall said that detailed minutes were taken of the two Planning Commission Public Hearings for this request, which were provided to Council for review. Council had no questions for Mr. France at this time.

V. STAFF REPORTS:

VI. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. Audit Engagement Agreement. Financial Director/Treasurer Val Tweedie provided Council with a copy of the Audit Engagement Agreement for informational purposes only. The document is a requirement of the annual audit. Ms. Tweedie noted that the Town changed its audit company at a cost savings to the Town.
2. Budget amendment for Police Department Construction. Council was provided a written budget amendment for Fiscal year ending June 30, 2016, from Town Manager Helms and Finance Director/Treasurer Val Tweedie, requesting that budget funds be reallocated to the completion of the police department third floor renovations. According to the request, the funds are needed to "cover unexpected costs related to structural issues not known until construction began and items were uncovered". There is also a need for additional funds to cover the cost of wiring changes for computer systems. The amount to be reallocated per the request is \$86,000, with \$42,200 from "Land Acquisition" and \$43,800 from "Fuel". Councilman Hall expressed concern with the request for additional funds, since this is the second budget amendment request for the police department third floor renovation, and considering that renovation costs that were originally quoted by the contractor to be approximately \$400,000, but are now over \$900,000. Councilman Hall said Council has been supportive of the contractor, but is concerned with the significant cost increases over time. Councilman Stipes agreed, adding that he has been concerned with the way the project has played out over time, and both Councilman Stipes and Councilman Hall questioned the contractual obligation of the contractor pertaining to costs. Ms. Tweedie said she understands the renovation will be completed soon, and Assistant Town Manager Wingfield added that a portion of the cost increases resulted from problems with installation of the elevator. Councilman Showalter said he, too, has concerns regarding the overall cost of the renovation, and stated that he was not willing to provide any additional funding after this request. Councilman Hall requested that the budget amendment be included in the agenda packet for the May 10<sup>th</sup> meeting for public awareness, and on the agenda for Council action. Council agreed that explanations were needed from the contractor concerning the large discrepancy between the amount bid through the professional procurement process and the total amount of the renovation to date. Assistant Town Manager Wingfield said he would request a written statement from the contractor explaining the cost overages. Councilman Huppert asked if Council could tour the renovation site, and Assistant Town Manager Wingfield said he could arrange for the architect and contractor to tour the facility with them. Councilman Hall said he would like to see the original bids for the renovation project as a comparison to the explanation that will be provided by the contractor. Finance Director/Treasurer Tweedie said the initial bids had not gone out when the project was budgeted, which was based on the estimated cost of the architect. Ms. Tweedie stated that it would be beneficial to the project to approve the budget amendment request. Councilman Huppert made a motion to approve the budget amendment as requested and as recommended by Finance Director/Treasurer Tweedie, seconded by Councilman Hall. Council voted on the motion as follows: Bishop – Nay; Collins – Nay; Hall – Aye; Huppert – Aye; Showalter – Nay; Stipes – Aye. Noting a tie vote, Mayor Barber voted Aye to break the tie and approve the budget amendment.
3. Council's intention to enter into a lease agreement for property at 415 Cambria Street, N.W. (tax parcel 466 – ((A)) – 1). Councilman Hall made a motion to approve the lease agreement as presented, seconded by Councilman Stipes. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

4. Conditional Use Permit request by M&M Tire Holdings, Inc. for a private recreational facility at 1265 Moose Drive, N.W. (tax parcels 556 – ((A)) – 31, 32) in the B-3 General Business District. Councilman Hall made a motion to issue the Conditional Use Permit as recommended by the Planning Commission, seconded by Councilman Collins. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
5. Conditional Use Permit request by Bryan Rice, agent for Karen Kay Zimmerman, for a single-family dwelling residential use at 1120 Radford Street, N.W. (tax parcel 525 – ((A)) - 6) in the B-3 General Business District. Councilman Hall made a motion to issue the Conditional Use Permit with one condition as recommended by the Planning Commission, seconded by Councilman Collins. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. A copy of the Conditional Use Permit with one condition is attached herewith.
6. Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District. Councilman Collins made a motion to issue the Conditional Use Permit with four conditions as recommended by the Planning Commission, seconded by Councilman Huppert. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. A copy of the Conditional Use Permit with four conditions is attached herewith.

#### VIII. COUNCIL REPORTS

- a. Councilman Collins referred to information provided to Council by the Police Department reporting on the vehicle accident locations in Town. He recommended installing street signs notifying motorists when they are entering high traffic incident zones. Mayor Barber turned the matter over to the Street Committee for review and recommendation.
- b. Councilman Hall reported that a Recreation Advisory Commission meeting was scheduled for May 2 at 6:00 p.m. He asked the Street Committee to provide an update on the street striping matter on Independence Boulevard. He then invited all to attend the child abuse prevention event at the Montgomery County Courthouse on April 28 at 6:00 p.m.
- c. Councilman Stipes reported that HB2 funding for the Town's Peppers Ferry Road/North Franklin Street Connector project was removed by the Commonwealth Transportation Board in the most recent funding announcement. However, the project can be resubmitted for consideration in the year 2016.
- d. Councilman Showalter reported on the Central Business Advisory Committee meeting held prior to tonight's Council meeting. He then requested that Mr. Franusich's request regarding street closures for the Food Truck Rodeo be placed on the May 10, 2016 regular meeting agenda for Council discussion and action.
- e. Councilman Huppert complemented the hiring process for the new town manager and Council's decision to hire a consultant, even though he initially was opposed to using a consulting service.
- f. Mayor Barber congratulated Tracy McCoy on her plans to open an indoor baseball/softball practice facility. He then reported that Ricky Bourne, Director of Public Works, sent an email informing that April 28, 2016 has been designated as a day to remember the Town employees who have lost their lives while on the job. The Town has had three on-the-job fatalities since 2005, all within the Public Works Department.

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

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

May 24, 2016

1. Proposed Annual Budget for Fiscal Year 2016 – 2017

June 14, 2016

1. Conditional Use Permit request for a towing service, 409 Roanoke Street, B-3 General Business District.

On motion by Councilman Hall, seconded by Councilman Stipes, Council voted to set the Public Hearings as indicated: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes - Aye.

2. PROGRESS REPORTS AND ANNOUNCEMENTS:

- The New River Valley Regional Commission awards dinner will be held on May 11, 2016 at the Draper Mercantile. Council was asked to RSVP by April 27, 2016.

X. ADJOURNMENT:

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:07 P.M.

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Michele M. Stipes, Clerk of Council

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D. Michael Barber, Mayor