

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
MARCH 14, 2017 – 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 MARCH 14, 2017 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Steve Biggs; Assistant Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Jim Guynn; Planning Director Andrew Warren; Finance Director/Treasurer Valerie Tweedie; Director of Engineering Wayne Nelson; Director of Human Resources Dave Brahmstadt; Director of Public Relations Melissa Powell; Director of Aquatics Terry Caldwell; Police Chief Mark Sisson.

I. CALL TO ORDER

- A. Moment of Reflection
- B. Pledge of Allegiance

II. ADJUSTMENT OF THE AGENDA

- A. Correction of the date of Consent Agenda Item B to March 28, 2017.

III. PUBLIC HEARINGS

IV. CONSENT AGENDA

- A. Meeting Minutes of February 28, 2017
- B. Schedule a Public Hearing for March 28, 2017 for an amendment to the Annual Budget for FY 2016-2017.
- C. Schedule a Public Hearing for April 25, 2017 for a rezoning request for R-1, Single Family Residential to R-3, Multi-Family Residential for a 7.93-acre portion of Tax Map No. 435-A 40 located north of Quin W. Stuart Boulevard NW.
- D. Schedule a Public Hearing for April 25, 2017 for a Conditional Use Permit request--contingent upon the above rezoning request--for a Planned Housing Development in the R-3 Multi-Family Residential District for a 7.93-acre portion of Tax Map No. 435-A 40 located north of Quin W. Stuart Boulevard NW.

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

V. CITIZEN COMMENTS

- A. No comments.

VI. INTRODUCTIONS AND PRESENTATIONS

A. Community Engagement:

1. Recognition of Christiansburg High School AP Studio Art students and Scholastic Art Winners.

Director of Public Relations Melissa Powell announced that March was Youth Art Month, and she recognized the Christiansburg High School Scholastic Art winners. Several of those winners and other AP Studio Art students will have their art work displayed at the Montgomery Museum during the month of April. The students presented Mayor Barber and each Council member with a handmade piece of art work. The winners were introduced as follows: Courtney Caldwell, Katelyn Tanaka, and Brittany Osborne - Scholastic Honorable Mention; Danielle Fleenor, Grace Martin and Nicole Dilolia - Scholastic Silver Key; Eddie Sheffield – Scholastic Gold Key, Silver Key, and Honorable Mention; Claire Curry, Sydney Honaker – AP Studio Art. Mayor Barber presented each student with a certificate from the Town recognizing their art talent and contributions. Christiansburg Elementary Students also presented Mayor Barber and each Council member with a handmade piece of art work. Each elementary student was given a Town logo pin. Mayor Barber recognized Christiansburg Elementary School principal Kelly Roark, art teacher Cheryl Butman, and other faculty, staff, and school board members present in support of the students.

B. Angie Covey of New River Community College regarding Access to Community College Education (ACCE).

Angie Covey presented on the Access to Community College Education program, which is a public/private partnership that provides a tuition-free education at New River Community College to qualifying high school students from participating localities in the New River Valley. The program was started in Giles County two years ago, and has expanded to include Radford and Floyd. Each participating locality designates a contribution amount that is matched through fundraising and sponsorships. Ms. Covey stated that the goal of the program was to provide students with a debt-free two-year college education that would prepare them for the workforce, or for transferring to a four-year university. She stressed the importance of equal opportunity for all students to receive a college education regardless of demographics. Students must meet the requirements of the ACCE program by maintaining a minimum 2.5 GPA, performing community service, and filing a financial aid application. ACCE does not cover the cost of textbooks. If classes are failed, the student must pay back the tuition costs paid on his/her behalf; however, connection specialists work with ACCE students and schools to ensure success. Ms. Covey reported that the program has been a success in Giles with sixty students having applied and been approved the first year, with varying financial responsibilities. The program is further expanding to include Montgomery County, which placed \$100,000 for ACCE in its 2017 annual budget. In Montgomery County, the program is estimated to cost \$300,000. Councilman Showalter said he heard this presentation at a recent New River Valley Regional Commission meeting, during which a Giles County Supervisor spoke on the success of the program in his locality, and Councilman Showalter suggested Christiansburg consider participating in the future. Mayor Barber said he appreciated that school systems were recognizing the need for the specialized training that is offered through community colleges.

C. Sue Farrar, Executive Director of Montgomery Museum and Lewis Miller Regional Art Center, regarding 2017 events.

Sue Farrar thanked Council for the opportunity to speak and for its continued support of the museum. She briefly took the opportunity to thank each of the Christiansburg High School art winners whose artwork would be displayed at the museum in April, and invited all to visit the showing. Ms. Farrar provided Council with an overview of the museum-hosted events scheduled for 2017, some of which require Council approval: Cruise-In Downtown Christiansburg, Mountains of Music on Main, Heritage Day, A Taste of Wine and Art Talk, and 4 History Chats. The museum is partnering with Dale Echols, Ignite, and Kiwanis, to host the various events. All required paperwork has been submitted to the Town. Councilman Showalter commended the museum and its partners in hosting the downtown events, and requested that the Town place the appropriate information/decorative banners on Main Street for each event. Museum board member Ken Harris was present and thanked Council for its continued support.

VII. OLD BUSINESS

- A. Council action on:
 - 1. Request for street closings for the Wilderness Trail Festival. The request was presented to Council on February 28, 2017. Town Manager Biggs reported that the events committee supported the proposed street closing request. Councilman Hall made a motion to approve the street closings as requested, seconded by Councilman Collins. Council voted on the motion as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
- B. Discussion and potential action regarding the revised *Employee Handbook*. (Council reviewed and discussed the handbook revisions during a work session on March 7, 2017). Councilman Hall made a motion to adopt the revised Employee Handbook as proposed and presented, seconded by Councilman Collins. Council voted as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. Council commended Director of Human Resources Dave Brahmstadt, Town Attorney Jim Guynn, Town Manager Biggs, Assistant Town Manager Randy Wingfield, Finance Director/Treasurer Val Tweedie, Director of Public Works Jim Larianese, and Police Chief Mark Sisson for their teamwork in revising the handbook.
- C. Discussion on appointment to the New River Valley Solid Waste Authority. Councilman Hall made a motion to table the discussion until Town Manager Biggs has had the opportunity to meet with Barry Helms regarding the appointment. Councilman Stipes seconded the motion and Council voted as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
- D. Report on Christiansburg High School student involvement in local government. Mayor Barber provided Council with a summary of his and Councilman Collins' meeting with Christiansburg High School principal Tony Deibler regarding student involvement in local government, and he reported that he was waiting to hear back from the school in moving forward. Councilman Hall said he works closely with Christiansburg High School staff on other matters and offered his assistance in helping to move this matter forward in a timely manner. Mayor Barber offered to let Councilman Hall work with Councilman Collins as co-liaisons in this matter. Council discussed various ideas for organizing a system that would be interesting and beneficial for the students and the government body.
- E. Report on Christiansburg High School wrestling program state championship. Councilman Collins reported on his meeting earlier today with recreation, police, and rescue, staff to plan a parade and celebration for the Christiansburg High School wrestling program. The celebration will include community involvement, and will coincide with the opening of the farmers' market. Mayor Barber said he spoke with the mayor of Radford City regarding Radford's public sign recognizing high school championships, and he learned that the particular school was responsible for signage, with minimal city involvement.

VIII. NEW BUSINESS

- A. Reappointment of John Overton to the Montgomery County Economic Development Commission. Council tabled action until a time when Mr. Overton could be present and his attendance record reviewed by Council.

IX. COMMITTEE REPORTS

- A. Street Committee reports/recommendations on:

1. Subdivision Plat from Records of Kensington – Phase VI from a portion of Tax Map No.525-A-4, 15 lots, situated on Diana Drive NW.

Councilman Stipes reported that this plat was for a new phase of 15 home site in the existing Kensington subdivision. The Street Committee has reviewed the plat and found it to conform to the subdivision ordinance, and the Engineering Department has assured safe guards are in place with regards to paving and other previous problem areas within the development. Director of Engineering Wayne Nelson stated that his department was currently working on improved construction and development guidelines for all developers, which would be presented to Council for adoption once completed. Council urged the Engineering Department to do what was necessary to enforce development standards. It was noted that there were twelve acres of open space included in the design of Phase VI. Councilman Stipes made a motion to approve the plat, seconded by Councilman Showalter. Council voted on the motion as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

2. Easement and Right-of-Way Dedication Plat from Records for Halberstadt Family Limited Partnership for Tax Map Nos. 405-A-31 and 4-5-A-37, located off of Quin W. Stuart Boulevard NW.

Councilman Stipes reported that last year Council approved a request by Stateson Homes to rezone this property for development of 188 units consisting of apartments and single-family residential. The Street Committee has reviewed the easement and right-of-way dedication plat and has found it conforms with the zoning ordinance, and it has received staff approval. Councilman Stipes made a motion to approve the plat as presented, seconded by Councilman Showalter. Council voted on the motion as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

3. Right of Way (1.102 Acres) Dedication for a new street (John Adams Drive N.W.) and Temporary Turnaround Easement Dedication (.174 Acre) of Tax Parcel 435-A-40 from Snyder-Hunt Company, LLP to the Town of Christiansburg located off of Quin W. Stuart Boulevard N.W.

Councilman Stipes reported that the request was for the development of a new road located between the proposed development and the existing Villas of Peppers Ferry to be used as a temporary turnaround for public use. The request was originally approved by Council in March 2016, but has since expired because it did not meet the set recordation deadline. The Street Committee has reviewed the request and Councilman Stipes made a motion for approval as presented, seconded by Councilman Collins. Council voted on the motion as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. It was noted that construction access would be through Quin Stuart Boulevard. Councilman Huppert requested periodic updates by Planning Director Andrew Warren on the development area off of Quin Stuart Boulevard.

4. Recommendation of speed limit for curve at Carson Drive and Robin Road.

Councilman Stipes reported on the efforts of the Engineering Department to address traffic concerns on Carson Drive and Robin Road, including signage, road striping, trimming of obstructive shrubbery, and a reduced speed limit. Director of Engineering Wayne Nelson demonstrated an application on his cellphone called a ball bank indicator that is used by VDOT to determine the safe speeds of curves by measuring and recording curve angle degree. The application indicated the safe speed on Carson Drive to be 10 mph. Councilman Stipes reported that the Street Committee recommended reducing the speed limit on the curve on Carson Drive to 10 mph and he made a motion to approve the recommendation, seconded by Councilman Collins. Council voted on the motion as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

X. STAFF REPORTS

A. Town Manager Steve Biggs:

1. VML Policy Committee nomination forms. Mr. Biggs reviewed the various committees and qualifications for nomination, and directed Council to let him know if there was interest in making

nominations. Policy committees meet in Richmond once or twice per year, and Mr. Biggs advised it would be beneficial for Christiansburg to be engaged with VML through the committees.

B. Town Attorney:

C. Other Staff:

1. Finance Director/Treasurer Valerie Tweedie to present on the amendment to the Annual Budget for FY 2016-2017.

Council was provided a copy of the amendment in the agenda packet for review. Ms. Tweedie recapped the amendment that adjusted the 2017 budget due to new grants, changes in capital projects, and other miscellaneous items, and resulted in a net increase to the General Fund of \$8,192. It was noted that a Public Hearing was required for the amendment because expenditures were increased by more than 1% of the approved budget. The Public Hearing has been scheduled for March 28, 2017. Ms. Tweedie offered to answer questions or provide further clarification if needed. Councilman Stipes questioned the large amount of unused paving funds noted in the amendment. Town Manager Biggs responded that the \$400,000 in paving funds for the West Main and Main Street paving projects would be combined into a larger project next year, due to delays in completing the project during the current fiscal year.

XI. COUNCIL REPORTS

- A. Councilman Collins – No report.
- B. Councilman Hall reported on matters currently under consideration by the Recreation Advisory Commission, and requested that Council review traffic calming initiatives after completion of the budget process. He then reported on the involvements of the Christiansburg High School Chapter of Help Save the Next Girl, and invited all to attend a community information and outreach effort at Christiansburg High School on March 18, 2017, hosted by the Chapter.
- C. Councilman Showalter, on behalf of a concerned citizen, requested that the Town consider implementing a means of notification prior to water cut-offs for residents who use auto payment, as a courtesy. Finance Director/Treasurer Val Tweedie replied that the Town was in the process of upgrading its software, which would allow for that type of communication. Currently, residents can sign up through the Town's website for notifications pertaining to utility billing.
- D. Councilman Huppert reported on recent and upcoming events at the aquatic center, including a fundraising event for Relay for Life.
- E. Mayor Barber reported on the public education/outreach event at Christiansburg High School on March 18, 2017, hosted by the high school chapter of Help Save the Next Girl. He then requested Council action on the following: (1) A resolution in recognition of April as Child Abuse Prevention Month. Councilman Hall made a motion to adopt a resolution declaring April as Child Abuse Prevention Month, seconded by Councilman Showalter. Council was polled as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; (2) Proclamation for Community Foundation of the New River Valley declaring April 26, 2017 as “GiveBigNRV Giving Day”. Councilman Hall made a motion to adopt the proclamation as requested, seconded by Councilman Stipes. Council was polled as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

XII. OTHER BUSINESS

A. Closed Meeting:

1. Motion by Councilman Showalter 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. Town Manager. The motion was seconded by Councilman Hall and Council was polled as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes - Aye.
2. Reconvene in Open Meeting.

3. Certification. Councilman Showalter 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 Collins . Council voted on the motion as follows: Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

4. Council action on the matter. No action was taken by Council.

XIII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 10:14 P.M.

Michele M. Stipes, Clerk of Council

D. Michael Barber, Mayor