



AGENDA  
REGULAR MEETING OF TOWN COUNCIL  
WORK SESSION OF TOWN COUNCIL TO FOLLOW REGULAR MEETING  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
MAY 23, 2017 – 7:00 P.M.

REGULAR MEETING

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

IV. CONSENT AGENDA

- A. Meeting Minutes of May 9, 2017.
- B. Monthly Bills.
- C. Resolution recognizing the Christiansburg High School wrestling team for winning the state championship sixteen consecutive years.
- D. Resolution recognizing Christiansburg High School student Caleb Hatcher for winning the state championship in 1-meter diving.
- E. Resolution recognizing Christiansburg High School student Madison Padgett for winning the state championship in pole vault.

V. CITIZEN COMMENTS

VI. INTRODUCTIONS AND PRESENTATIONS

- A. Community Engagement:
  - 1. Recognition of Christiansburg High School students Meredith Diloia and Kayla Blevins for being selected and serving as pages in the House of Delegates.
- B. Introduction of New Employees:
  - 1. Melissa Powell, Public Relations Director:
    - Anaika Miller, Public Relations Specialist

## VII. OLD BUSINESS

### A. Council action on:

1. Conditional Use Permit request by ETR Investments for a Game Room in the B-3 General Business District at 77 Scattergood Drive NW [Tax No. 496-20 4]. The Public Hearing was held May 9, 2017.

## VIII. NEW BUSINESS

### A. Adoption of the Emergency Operations Plan (EOP).

### B. Items for consideration from the Engineering Department presented by Director Wayne Nelson:

1. Church, Rigby, Ellett Storm Drainage Project VDOT Funding Agreement
2. Pressure Reducing Valve Installation Construction Contract
3. Downtown Drainage Improvements – North Franklin Street Project Engineering Design Contract
4. Long-Term Water and Wastewater Extension Planning Project Contract
5. North Franklin/Independence Intersection Improvements Project Notice of Award

## IX. COMMITTEE REPORTS

## X. STAFF REPORTS

### A. Town Manager

### B. Town Attorney

### C. Other Staff

1. Finance Director/Treasurer Valerie Tweedie to present the draft Annual Budget for FY 2017-18.

## XI. COUNCIL REPORTS

## XII. OTHER BUSINESS

## XIII. ADJOURNMENT – WORK SESSION TO FOLLOW

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### WORK SESSION

#### I. Call to order by Mayor Barber

#### II. Discussion regarding the Annual Budget for FY 2017–18

#### III. Adjournment

*The next regular Town Council meeting will be held at Christiansburg Town Hall on Tuesday, June 13, 2017 at 7:00 P.M.*



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
CONSENT AGENDA

**Meeting Date:**  
MAY 23, 2017

**ITEM TITLE:**  
Meeting Minutes of May 9, 2017

**DESCRIPTION:**  
Meeting minutes of May 9, 2017 Town Council meeting

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Administration

**PRESENTER:**  
Michele Stipes, Town Clerk

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
WORK SESSION MINUTES – 6:00 P.M.  
REGULAR MEETING MINUTES – 7:00 P.M.  
MAY 9, 2017 – 7:00 P.M.**

WORK SESSION

- I. Call to order by Mayor Barber.
- II. Discussion regarding the Annual Budget for FY 2017 – 2018.
- III. Adjournment

*-----Recess until 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 MAY 9, 2017 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Jim Guynn; Planning Director Andrew Warren; Finance Director/Treasurer Valerie Tweedie; Director of Public Relations Melissa Powell; Director of Engineering Wayne Nelson.

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

- A. Conditional Use Permit request by ETR Investments for a Game Room in the B-3 General Business District at 77 Scattergood Drive NW [Tax No. 496-20 4].

Eddie Roberts, representative of the applicant, reported that the property at 77 Scattergood Drive was used for a childcare/event facility, and the Conditional Use Permit would allow for a licensed after-school program that would be open to the public in Fall 2017. The flex-care facility, called Galaxy Play, would offer a children's museum and play area, with teachers and adult supervision for after-school care. There were no questions or comments from the public.

IV. CONSENT AGENDA

A. Meeting Minutes of April 18, 2017 and April 25, 2017.

B. Schedule Public Hearings:

1. June 13, 2017 - An Ordinance to Vacate Public Rights-of-Way for Portions of Pin Oak Drive and Twisted Oak Drive to convert to private drives contained in Phases XI, XII, XIII (currently under construction) of Oak Tree Townhomes Subdivision to convert to private drive for Roger and Barbara J. Woody.
2. June 27, 2017 - An Ordinance to Amend Chapter 42 "Zoning" of the Christiansburg Town Code in regards to permit "Clubs/Lodges" with a Conditional Use Permit in the I-2 General Industrial District.
3. June 27, 2017 - Contingent on the above item, a Conditional Use Permit request for Club/Lodge (Applicant: Moose Lodge) in the I-2 General Industrial zoning district at 225 Industrial Drive.
4. June 27, 2017 - An Ordinance to Amend Chapter 4 "Advertising" and Chapter 42 "Zoning" for the purpose of regulating the time, place, and manner for displaying signs in the Town of Christiansburg.

C. Public Hearing for FY 2017-2018 rates and fees to be rescheduled.

D. Annual request by Montgomery-Floyd Regional Library to waive Loud Speaker Permit fees for 2017.

E. Proclamations for the month of May:

- Nurses Week, May 6-12, 2017
- Travel and Tourism Week, May 7-13, 2017
- Infrastructure Week, May 15-19, 2017
- Police Week, May 15-21, 2017
- EMS Week, May 21-27, 2017
- Public Works Week, May 21-27, 2017
- Water Safety Month
- Building Safety Month

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

- V. CITIZEN COMMENTS: In response to the number of citizens present to speak about the Starlight Drive-In Movie Theater, Mayor Barber clarified that the Town had no intentions of shutting the theater down, but that the Town was working with the owner to bring the business into compliance with the noise ordinance.
- A. Dennis Kiernan, 1380 Starlight Court, noted that noise was never a concern until 2016 when the sound system was upgraded. Mr. Kiernan described the noise volume as extreme, and expressed dismay at the language that could be heard by residents during R rated movies, including his son, who often has trouble sleeping because of the noise volume. Mr. Kiernan does not want the movie theater to be closed down, he just wants the noise volume adjusted so that it was not a nuisance to nearby residents.
  - B. Ronald Harris, a 53-year resident of 1360 Starlight Court, reported he had no complaints about the theater until 2016 when the sound system was upgraded. Now noise from the theater can be heard from inside his house, with the windows and doors shut, and he just wants the business to be respectful of nearby residences.
  - C. Marissa Sachs, 65 Mulberry Drive, read a letter on behalf of William Kraft, owner of Sue's Trailer Park since 2005, expressing support for the Starlight Drive-In as a unique, historic asset in Christiansburg that offered affordable family entertainment.
  - D. Carol Lindstrom, 630 Depot Street NE, said she understands both sides of argument concerning the Starlight Drive-In, and she highlighted the situations as an opportunity for the Town to foster relationships between citizens and business to work together to develop a solution to the problem.

- E. Jiffy Day, sole proprietor of a small business, playwright, and self-published author, described the Starlight Drive-In as a landmark in Christiansburg, and suggested the Town bring in a mediator to work with the owner of the theater and residents to find resolution. Mr. Day expressed support for both the business and the residents, and stated that compromises would be necessary in this matter.
- F. James Grubb, 1290 Flint Drive, noted that he could hear movie sounds in his home with the doors/windows closed and his television on, and he questioned the necessity of such a high speaker volume at the theater. Mr. Grubb expressed his desire to work with the theater to come to an agreement as he does not want the theater to close, and supported the idea of a mediator in seeking resolution.
- G. Jonathan Taylor 685 School Lane, employee of Starlight Drive-In, stated support for the theater owner, Mrs. Beasley, who he said has spent time and money adjusting the sound system to reduce the noise volume of movies. Mr. Taylor spoke of the theater's zoning district and corresponding noise exemptions, and detailed efforts to adjust the noise volume, which he said resulted in complaints from customers. Mr. Taylor said Ms. Beasley does not want to be at odds with the community and he invited the Town to measure the sound decibels to understand the noise level and to determine compliance with Town Code.
- H. Stuart Quesenberry, a friend of Dennis Kiernan,'s friend, said he has been at the Kiernan's house at times when the windows rattled from movie noise. Mr. Quesenberry said another concern was the tendency of Mr. Kiernan's son to repeat things he has heard, including language from R rated movies that can be heard in their house from Starlight.
- I. Ronnie Summer of Pembroke expressed support for Starlight, noting that he and his wife go to the theater every week and enjoy the relaxing experience.
- J. Meghan Dorsett, 630 Depot Street NE, explained the importance of the Starlight to tourism in Christiansburg, noting that she often refers travelers to her store to the theater, which often results in an overnight stay. Ms. Dorsett expressed support for the business owner and residents working together to find a solution to the problem, which could include the placement of sound barriers.
- K. Peggy Beasley, 365 Starlight Drive, owner of Starlight Drive-In Theater, said she was just trying to make a living and has spent time and money adjusting the sound system to find a balance between the residents and her paying customers. However, Ms. Beasley stressed that citizens will not pay to see a movie that cannot be heard.
- L. Eddie Roberts of 26 Patriot Way expressed support for conflict resolution and he offered his services to help the Town, business, and residents resolve the issue.
- M. Karen Irish, 90 Revolution Circle, noting the Public Hearing on April 25 for a rezoning request by Snyder-Hunt Company, LLP, asked Council to take note that Neil Nicholson works for Stateson Homes and signed the request to change the rezoning from R-1 Single-Family Residential to R-3 Multi-Family Residential. Mr. Nicholson spoke in support of the request during the Public Hearing.
- N. Marissa Sachs, 65 Mulberry Lane, expressed her offense at Town Attorney Jim Guynn's attention to his cellphone during citizen comments. Mr. Guynn noted at the close of the meeting that he had been reviewing the Town's noise ordinance in response to citizen comments about the Starlight Drive-In Theater.
- O. Shirley Akers, board member of the Christiansburg Community Center, and part of the coalition that involves Christiansburg Institute and Christiansburg Institute Alumni, Inc., spoke to Council about her endeavor to have Schaeffer Memorial Baptist Church and the Christiansburg Community Center included as part of the Town's historic district, and she asked for the Town's guidance in moving forward. Mayor Barber said he had recently sent Ms. Akers information on requesting historic status, and Ms. Akers replied she had not seen that information. Meghan Dorsett explained that when the application to establish the Cambria Historic District was processed, National Historical Register guidelines prevented the inclusion of both the church and the community center. However, those guidelines have since changed, and Ms. Dorsett encouraged Ms. Akers to pursue amending the Cambria Historic District to include Schaeffer Memorial Baptist Church and the Christiansburg Community Center. Mayor Barber asked Planning Director Warren to work with Ms. Akers on this matter.
- P. Thomas Irish, 90 Revolution Circle, referred to an email he sent Council on May 5<sup>th</sup> reminding them that in 2014 Stateson Homes submitted a signed proffer that the property in its current rezoning request would only be developed as single-family homes.
- Q. Spence Taylor of the Villas at Peppers Ferry expressed his appreciation for Planning Director Andrew Warren's willingness to work with him in answering his questions regarding the rezoning request by Snyder-Hunt Company LLP heard during the April 25<sup>th</sup> meeting.

## VI. INTRODUCTIONS AND PRESENTATIONS

## VII. OLD BUSINESS

### A. Council action on:

1. Rezoning request by Snyder-Hunt Company LLP for a 7.93-acre portion of Tax Map No. 435-A 40 located north of Quin W. Stuart Boulevard NW from R-1, Single Family Residential to R-3, Multi-Family Residential. The Public Hearing was held April 25, 2017.

Councilman Stipes apologized for missing the Public Hearing due to a family emergency, but noted that he had reviewed the history of the property, including past rezoning requests and submitted proffers, which had received community and Council support. Councilman Stipes stressed his support for Stateson Homes as a responsible developer, noting that he understood the reasons for the current rezoning and Conditional Use Permit requests. However, because of the volume of opposition and the promises of the developer in the past concerning development of the property, Councilman Stipes said he supported the property remaining R-1 Single Family Residential and he made a motion to deny the request, seconded by Councilman Hall. Councilman Huppert referred to Council action on the request by Stateson Homes in 2014, but noted that he had toured the site and understood the reasons behind the current rezoning request. Councilman Huppert expressed his support for the developer, but said he also understood the concerns of neighboring residents with regards to proposed density, and he wanted to do what would be best for the future of the Town. Councilman Hall noted that Stateson Homes was a reputable developer in Christiansburg, and he expressed appreciation for the developer's efforts in 2014 to bring the proposed development and the Villas at Peppers Ferry together. However, at that time, expectations were set and trust was established, with the stoplight at Quin Stuart Boulevard/Peppers Ferry Road the driving force behind the agreements between the developer, neighboring residents, and the Town. Councilman Hall said he wanted Stateson Homes to develop the site using the original plans. Councilman Collins noted that he heard both sides of the argument during the Planning Commission Public Hearing. He expressed that he valued Stateson Homes as a responsible developer and cautioned that denying the request could lead to a less desirable development by someone else. Councilman Bishop stated he had studied the proffers submitted and accepted in 2014, and struggled to support the new rezoning request under consideration. Councilman Stipes added that the Town had demonstrated its support for the developer by changing its ordinance to allow the density requested in 2015. Councilman Showalter said he had been struggling with the request since the Public Hearing and he asked if the financial situation faced by the developer had improved. Todd Robertson of Stateson Homes responded that the financial situation was unchanged. Financing was available, but the appraisal did not come through at the value necessary to move forward with original plans. Councilman Showalter talked about the quality product Stateson Homes has brought to Christiansburg, including pedestrian considerations and more greenspace. He stated that he did understand the concerns expressed by residents of the Villas at Peppers Ferry, but believed that the development would be beneficial to the Town and he supported the request based on past products delivered by the developer. Council voted on the motion to deny as follows: Bishop – Aye; Collins – Nay; Hall – Aye; Huppert – Nay; Showalter – Nay; Stipes – Aye. Noting a tie, Mayor Barber voted Nay and the motion was denied.

Councilman Huppert made a motion to approve the rezoning request, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Nay; Collins – Aye; Hall – Nay; Huppert – Aye; Showalter – Aye; Stipes – Nay. Noting a tie, Mayor Barber voted Aye to approve the motion and the rezoning request was approved.

2. Contingent upon the above rezoning request, a Conditional Use Permit request by Snyder-Hunt Company LLP for a 7.93-acre portion of Tax Map No. 435-A 40 located north of Quin W. Stuart Boulevard NW for a Planned Housing Development in the R-3 Multi-Family Residential District. The Public Hearing was held April 25, 2017. Councilman Showalter made a motion to approve the Conditional Use Permit, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Nay; Collins – Aye; Hall – Nay; Huppert – Aye; Showalter – Aye; Stipes – Nay. Noting a tie, Mayor Barber voted Aye and the CUP request was approved.

## VIII. NEW BUSINESS

- A. Approval of construction contract for the Downtown and Primary Street Extension Paving project, subject to final review and approval by legal counsel (Nelson). Wayne Nelson, Director of Engineering, reported that the Town solicited bids for the resurfacing of Depot Street from Lester Street to Roanoke Street, and West Main Street from Radford Street to Moose Drive, and he recommended approval of a contract with Norwood Development. Grant funding would provide \$400,000 of the \$669,000 project. Councilman Hall made a motion to approve the contract as recommended, subject to the Town's legal approval, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
- B. Approval of Professional Services Contract for the Arrowhead Sewer System Evaluation Survey and Infiltration and Inflow Study, subject to final review and approval by legal counsel. (Nelson). Wayne Nelson, Director of Engineering, recommended Council approve a Professional Services Contract with CHA Consulting for and I & I study of the Arrowhead Basin, with a \$98,000 contingent. Councilman Hall made a motion to approve the contract as recommended, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
- C. Approval of Professional Services Contract for the Church, Rigby, Ellett Drainage Improvements, King Street Extension project, subject to final review and approval by legal counsel (Nelson). Wayne Nelson, Director of Engineering, recommended Council approve the noted contract with Thompson and Litton for design extension for the Church, Rigby, Ellett Drainage Improvement project. The project would be issued under the *Small Purchases Policy*, and is expected to be under construction this summer. Councilman Bishop made a motion to approve the Professional Services Contract as recommended, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
- D. Reappointment of Matthew Carroll to the Fire and Rescue Commission. Mayor Barber reported that Matthew Carroll has served on the Fire and Rescue Commission for three years, with good attendance, and a high recommendation of reappointment from Chief Billy Hanks and Chief Joe Coyle. Councilman Hall made a motion to reappoint Mr. Carrol to the Fire and Rescue Commission, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

## IX. COMMITTEE REPORTS

- A. Councilman Hall reported on the discussions of the Water and Sewer Committee that focused on moving forward with establishing an affordable curb-side recycling program that would complement the current private recycling program. Councilman Showalter thanked Town staff for its involvement in the recycling discussions and for Town Manager Wingfield's leadership and support.
- B. Councilman Stipes reported that the Bikeway, Walkway Committee was currently focused on developing plans for a major extension of the Huckleberry Trail from North Franklin Street to Roanoke Street, through Cambria.
- C. Councilman Showalter reported on the community involvements of the NRV Regional Commission that currently include a focused effort on developing and promoting tourism initiatives.
- D. Councilman Hall invited all to attend the Parks and Recreation Commission meeting on June 5, and he thanked the Town for its support of Child Abuse Prevention Month, and expressed appreciation for the police department's leadership efforts in fighting child abuse.

## X. STAFF REPORTS



A. Town Manager Wingfield:

- The Farmers' Market opened May 4<sup>th</sup>.
- Sheriff Partin invited Council to the annual fallen officer ceremony scheduled for May 22 at 5:00 P.M.
- A work session of Council for the discussion of water and sewer rates, and the annual budget, was added to the North Christiansburg Regional Park work session scheduled for May 16 at 6:00 P.M.
- Public Hearings for water and sewer rates for FY 2017-18, and the Annual Budget for FY 2017-18, was scheduled for June 1 at 6:00 P.M.

B. Town Attorney:

C. Other Staff:

1. Report by Wayne Nelson, Director of Engineering, on the North Franklin/Cambria Street intersection improvement project. Mr. Nelson updated Council on the portion of the North Franklin Street improvement project that includes installation of a stoplight at Trinity Baptist Church, and dedication of right-of-way in front of Food Lion, creating a public street, and closing off the various existing entrances onto North Franklin Street in that vicinity. A field survey and traffic counts have been completed, and Mr. Nelson provided Council with the results, presented as alternatives for consideration. Of the four alternatives presented, only options 2 and 2B did not receive a failure rating. Mr. Nelson talked about the details of each alternative and noted the design Public Hearing was expected to be held in June 2018. He then offered to answer questions of Council. Councilman Hall noted that 98% of the project would be grant-funded, with the remaining 2% funded by the Town, and Council talked about the importance of the connector road that would tie into this project, and the improvements to traffic safety by eliminating the numerous entrances onto North Franklin Street.

XI. COUNCIL REPORTS

- Councilman Huppert reported on the upcoming Cruise-In event, and expressed support for a Town curbside recycling program.
- Councilman Showalter reported he and representatives of Blacksburg Transit met with citizens to discuss the current transit system in Christiansburg, and he noted that there was more interest in traditional routes, rather than the Go Anywhere route. Mr. Showalter talked about the importance of meeting the needs of the citizens who utilize the bus service, which will be the focus of discussions at a Blacksburg Transit committee meeting on May 11.
- Councilman Stipes spoke briefly about the annual budget process and called attention to a letter Council received from Phyllis Olinger expressing concerns with past rate/fee increases, and the current proposed water and sewer rate increase for FY 2017-18.
- Councilman Hall reiterated Councilman Showalter's comments regarding the importance of offering transit routes that meet the needs of the public.
- Councilman Bishop – No report.
- Councilman Collins spoke about his attendance at the Access to Community College Education (ACCE) program held last night at Lane Stadium, and he expressed support for the program that offers free community college tuition to worthy students.
- Mayor Barber also reported on the ACCE program, noting the benefits of the program to the community. He then requested the Town consider adopting a policy establishing a camp/resting location for individuals biking trail systems that run through Christiansburg. Mayor Barber commented that he received a recent inquiry about this type of facility, and that in the past individuals have used areas behind the Fire Department and near the skatepark as stopping points. In response to concerns regarding the Starlight Drive-In Theater, Mayor Barber stated that the Town had no intention of closing the theater, but that the theater needed to comply with the noise ordinance in effect. He noted that Police Chief Sisson has been working extensively with the owner to find resolution to the ongoing noise concerns, and that upgrading the sound system may have changed the theater's status with regards to the noise ordinance.

XII. OTHER BUSINESS

XIII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:06 P.M.

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Michele M. Stipes, Clerk of Council

\_\_\_\_\_  
D. Michael Barber, Mayor



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
CONSENT AGENDA

**Meeting Date:**  
MAY 23, 2017

**ITEM TITLE:**  
Monthly Bills

**DESCRIPTION:**  
Bill list for the months of April & May 2017.

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Finance

**PRESENTER:**  
Valerie Tweedie, Finance Director

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

TOWN OF CHRISTIANSBURG		
BILLS TO BE PAID FOR THE MONTHS OF	April and May	
A MORTON THOMAS AND ASSOCIATES, INC	7,368.55	ENGINEERING SERVICES HANS MEADOW DRAINAGE
ADAMS CONSTRUCTION CO.	2,048.84	ASPHALT REPAIRS
AIRGAS MID-AMERICA, INC.	13.85	
ALGONQUIN PRODUCTS COMPANY	624.00	
ALL SEASONS PEST CONTROL, INC	170.00	
ANGLE FLORIST	565.45	
ANN SANDBROOK	60.00	
ARC3 GASES	171.00	
ARROW INTERNATIONAL, INC	557.75	
ATCOM, INC	5,887.50	RENEWAL FOR MITEL PHONE SYSTEM
ATLANTIC EMERGENCY SOLUTIONS, INC	9,711.13	REPAIRS AND MAINTENANCE FIRE ENGINE 80
AUTO ZONE, INC	10.17	
B & K TRUCK ACCESSORIES	225.00	
B&T LAWN CARE LLC	7,920.00	MAY MOWING PARKS, FIRE, RESCUE, AQUATIC, REC, TOWN HALL
BANE OIL COMPANY, INC	3,719.34	OFF ROAD DIESEL TOWN EQUIPMENT
BASHAM OIL COMPANY	57.11	
BKT UNIFORMS	58.00	
BLACKSBURG POWER EQUIPMENT	839.92	
BOB'S REFUSE SERVICE, INC.	220.00	
BOUND TREE MEDICAL, LLC	2,084.69	MEDICAL SUPPLIES RESCUE
BOXLEY ASPHALT, LLC	140.76	
BRAME SPECIALTY COMPANY INC.	2,320.10	JANITORIAL SUPPLIES RECREATION
BRIAN'S LOCK & KEY	30.00	
BSN SPORTS COLLEGIATE PACIFIC	4,052.78	FALLING BRANCH BLEACHERS 2035, CATCHERS EQUIP 1122 SOFTBALL SCREEN PROTECTORS 896
CAPITAL LIGHTING & SUPPLY, LLC	81.68	
CAROLINA INDUSTRIAL EQUIPMENT	337.25	
CARTER MACHINERY	3,818.47	GENERATOR REPAIR 3362 WWTP MISC REPAIRS EQUIPMENT
CHA CONSULTING INC	18,872.29	ENGINEERING SERVICES, ROUTE 8 7690 GAS MONITORING, PRETREATMENT AND BIOSOLID MANAGEMENT
CHRISTIANSBURG INTERNAL MEDICINE	180.00	
CIVIC PLUS	1,575.00	WEBSITE ANNUAL RENEWAL AQUATICS
CMC SUPPLY, INC.	1,638.91	
COGSDALE SYSTEMS INC.	76,124.71	ANNUAL MAINTENANCE FOR FINANCIAL SOFTWARE
CRAIG STEWART MOORE	60.00	
CRAIG'S FIREARM SUPPLY, INC	1,952.40	SUPPLIES PD
CUMMINS INC	1,052.44	
D J R ENTERPRISES	10,814.60	UNIFORMS YOUTH SOFTBALL AND BASEBALL
DATA NETWORK SOLUTIONS, INC	17,275.00	RENEWAL SOFTWARE , PAIRING, WILDFIRE, FILTERING
DAVID FRANUSICH	30.00	
DITCH WITCH OF ROANOKE, INC.	17,002.74	KUBOTA UTILITY VEHICLE WWTP
DIVING ENTERPRISES, LTD	6,020.66	WATER RESCUE EQUIPMENT
DRAPER ADEN ASSOCIATES	6,264.00	WATER SEWER STUDY ENGINEERING SERVICES
DUNCAN FORD MAZDA	572.84	
DYNAMIC DATA SYSTEMS, LLC	315.00	
EAST COAST EMERGENCY VEHICLES, LLC	1,395.00	
EEE CONSULTING, INC	884.50	
ELECTRICAL SUPPLY CO	561.87	
EMS TECHNOLOGY SOLUTIONS, LLC	315.00	
EMS, INC	690.00	
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, INC	15,000.00	BIOSOLID DISPOSAL
ENVIRONMENTAL SCIENCE APPLICATIONS, INC	1,250.00	
FASTENAL COMPANY	288.37	
FERGUSON ENTERPRISES, INC.#75	9,210.55	PIPES AND FITTINGS, WATER, AND WASTE WATER
FINISH LINE CONSTRUCTION, INC	14,993.92	CAPITAL PROJECT BLUE LEAF PH 2
FIRE RESCUE AND TACTICAL, INC	459.56	
FIRST DUE GEAR LLC	1,331.00	
FISHER SCIENTIFIC CO.	56.00	
FITNESS CONCEPTS, INC.	377.00	
FLEET ONE, LLC	20,341.83	VEHICLE FUEL TOWN WIDE
FLEET PRIDE, INC	1,020.26	
G/A SAFETY SUPPLY, INC	570.77	
GALLS, AN ARAMARK COMPANY	1,508.07	
GATES FLOWERS AND GIFTS, LLC	82.95	
GAY AND NEEL, INC.	6,906.25	ENGINEERING SERVICES NCR PARK 2722.50 HBT PH3 2420 AND MISC SERVICES

<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS TO BE PAID FOR THE MONTHS OF</b>	<b>April and May</b>	
GEMPLER'S INC.	208.82	
GLOBAL EQUIPMENT CO.	118.51	
GODWIN MANUFACTURING CO.,INC.	223.07	
GRAINGER	621.52	
GUYNN & WADDELL, P.C.	7,846.34	LEGAL SERVICES
HANDY RENTALS, INC	700.00	
HARMANN INC	8,100.00	CEMETERY MOWING MAY
HARPER AND COMPANY INC.	710.19	
HARVEY CHEVROLET CORP.	2,165.62	VARIOUS REPAIRS EQUIPMENT
HARVEY CHRYSLER DODGE JEEP, INC	176.59	
HD SUPPLY WATERWORKS, LTD.	726.77	
HIGHWAY INTERDICTION TRAINING SPECIALISTS, INC	250.00	
HIGHWAY MOTORS, INC.	26.55	
HOSE HOUSE, INC.	148.63	
HURT & PROFFITT, INC	11,303.92	ENGINEERING SERVICES PARK ST 3470 QUINN STUART 3655 CHRISMAN MILL 2500 TRAIL PLANNING 1679
ICMA	898.91	
INFOGROUP/CITY DIRECTORIES	1,100.00	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	599.10	
JEANANNE KNIES	60.00	
JENNIFER SOWERS	60.00	
KIMBALL MIDWEST	240.55	
KING-MOORE, INC	2,945.00	IT CONSULTING
KORMAN SIGNS, INC.	4,377.01	SIGNAGE MATERIALS STREETS
KUSTOM SIGNALS, INC.	1,645.00	PD SUPPLY
LANDSCAPE SUPPLY INC.	847.74	
LHOIST NORTH AMERICA OF VIRGINIA, INC	1,003.76	
LITTLE RIVER POOL AND SPA, INC	2,990.00	CHLORINE FOR AQUATICS
LOWES HOME CENTERS, INC.	3,049.09	VARIOUS MATERIALS AND SUPPLIES FOR BUILDING MAINTENANCE AND REPAIR
LUCK STONE CORPORATION	1,050.01	
MARK CURTIS	60.00	
MARKETING ON MAIN STREET LLC	506.20	
MATTHEW JOHN BEASLEY	30.00	
MCCORMICK TAYLOR, INC	56,832.91	ENGINEERING SERVICES N FRANKLIN CAMBIRA, TOWER ROAD SIGNAL AND FALLING BRANCH INTERSECTION
MCNEIL ROOFING, INC	38,800.00	ROOF AT PD
MEADE TRACTOR	179.20	
MEDEXPRESS URGENT CARE, P.C. - VIRGINIA	715.00	
METRO HEAVY-DUTY, INC.	256.41	
MID ATLANTIC WASTE SYSTEMS	8,655.63	INSTALL PTO AND PUMP ON NEW KENWORTH ROAD TRACTOR
MIRACLE RECREATION EQUIPMENT COMPANY	1,942.36	PICNIC TABLES JOHN LEMLEY PARK
MODERN AUTOMOTIVE	35.00	
MOORE MEDICAL CORP.	52.08	
MSC EQUIPMENT INC.	223.86	
MUNICIPAL EMERGENCY SERVICES, INC	333.00	
NATIONAL FIRE PROTECTION ASSO	208.40	
NATIONAL POOLS OF ROANOKE, INC.	611.15	
NEW RIVER ENGRAVING	61.90	
NEW RIVER FIRE EXTINGUISHERS	174.00	
NEW RIVER VALLEY AGENCY ON AGING	3,882.00	ANNUAL SUPPORT
NEW RIVER VALLEY REGIONAL COMMISSION	375.00	NRVC REGIONAL COMMISSION ANNUAL DINNER
NFPA	1,345.50	
NORTHERN TOOL & EQUIPMENT	79.99	
NORTHWEST HARDWARE CO INC	43.23	
NRV REGIONAL WATER AUTHORITY	470,381.84	WATER FROM WATER AUTHORITY QTR 3 (JAN TO MARCH)
OFFICE OF THE UNIVERSITY BURSAR	138.04	
OLD TOWN PRINTING & COPYING	318.03	
O'REILLY AUTO PARTS	1,108.97	
P B ELECTRONICS	243.90	
PARKSON CORPORATION	66,410.10	REBUILD BAR SCREEN WWTF
PEED & BORTZ, L.L.C.	14,000.00	ENGINEERING SERVICES ROANOKE ST WATER LINE
PETERSEN INDUSTRIES, INC	140.66	
PHILIPS HEALTHCARE	3,047.75	SERVICE AGREEMENT FOR HEARTSTART MRX ALS MONITORS
PILOT FASTENERS LTD	656.76	
POWER ZONE	1,105.03	

TOWN OF CHRISTIANBURG		
BILLS TO BE PAID FOR THE MONTHS OF	April and May	
PRESSURE WASHING SUPPLIES & SERV	3,158.25	3 DRUMS TAR AND ASPHALT REMOVER PW
PROFESSIONAL COMMUNICATIONS	5,377.40	NEW RADIOS AND MAINTENANCE ON VCIN TERMINAL
QUALITY TIRE & BRAKE SERVICE	4,352.73	TIRE REPAIRS FOR EQUIPMENT AND VEHICLES
QUILL CORP.	45.98	
RICHARD HILDING JOHNSON	60.00	
RIDDELL/ALL AMERICAN SPORTS CORP.	4,098.19	FOOTBALL HELMET RECONDITIONING
ROANOKE VALLEY SPEECH &	185.00	
ROBERTS OXYGEN COMPANY, INC	468.33	
ROCAN INDUSTRIAL PRODUCTS, INC	1,595.66	
ROPHO SALES INC	337.86	
S.J. CONNER & SONS INC.	553.21	
SANICO, INC	1,568.52	JAINTORIAL SUPPLIES
SEPI ENGINEERING & CONSTRUCTION, INC	4,998.35	ENGINEERING SERVICES, INSPECTION PARK STREET
SERVICE COMMUNICATION	110.00	
SHELOR MOTOR MILE	510.34	
SHERWIN-WILLIAMS	138.51	
SHRED-IT US JV LLC	78.86	
SIGN-A-RAMA	308.16	
SOUTHERN STATES	222.06	
STAPLES BUSINESS ADVANTAGE	565.24	
STATE ELECTRIC SUPPLY CO.,INC.	8,916.06	PARKING LOT LIGHTS AT RECREATION CENTER
STRYKER SALES CORP.	16,389.04	POWER STRETCHER FOR RESCUE
SUBURBAN PROPANE, L.P.	2,723.14	
TAYLOR OFFICE & ART SUPPLY,INC	4,089.14	VARIOUS DEPARTMENTS OFFICE SUPPLIES
TEMPLETON-VEST	810.00	
TENCARVA MACHINERY CO.	1,612.08	
TESSCO	76.85	
THE GUN SHOP	639.90	
THOMPSON TIRE & MUFFLER	1,519.22	
TIDY SERVICES	70.90	
TRANE	6,889.00	4750 CONTROLS AT RECREATION CENTER AND VARIOUS REPAIRS
TREASURER OF MONTGOMERY CO.	125,217.56	DISTRIBUTE 85% OF 1 % LODGING TAX FOR TOURISM July to Mar 2017
TREASURER OF MONTGOMERY COUNTY	21,310.77	NEW WORLD SOFTWARE MAINTENANCE AGREEMENT MDT'S
TRITECH SOFTWARE SYSTEMS	4,025.00	SOFTWARE UPGRADE PD FOR CRIME VIEW
UNIFIRST CORPORATION	4,057.60	UNIFORMS PW
UNITED RENTALS,INC.	223.81	
UPS	30.54	
USA BLUE BOOK	404.05	
VA ASSOC OF MUNICIPAL WASTEWATER AGENCIES, INC	66.67	
VACO SERVICES INC	50.00	
VALLEY GROUNDS, INC	250.00	
VALLEY PRINTERS, INC	590.00	
VIRGINIA BUSINESS SYSTEMS	53.26	
VIRGINIA MARYLAND REG. COLLEGE	421.80	
VIRGINIA UTILITY PROTECTION SERVICE, INC	334.95	
WADES FOODS INC.	96.87	
WELLS CONSTRUCTION CO., INC.	101,780.24	FINAL PAY REQUEST CHURCH BROWN LUCAS
WEST VIRGINIA MUNICIPAL LEAGUE, INC	100.00	
WILLIAMS SUPPLY INC.	3,892.40	SOFTWARE SUPPORT AND MAINTENANCE WWTF
WILSON BROTHERS INCORPORATED	718.53	
WITMER PUBLIC SAFETY GROUP, INC	202.46	
WORDSPRINT	3,063.55	AQUATICS BROCHURES, BUSINESS CARDS AND ENVELOPES
X20, INC	2,349.82	DEFOAMING SUPPLIES WWTF
<b>TOTAL BILLS TO BE PAID March 31, 2017</b>	<b>1,358,941.29</b>	

**TOWN OF CHRISTIANBURG  
BILLS PAID DURING THE MONTH OF  
SPECIAL REVENUE FUNDS**

**April and May**

<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
ADVANCE AUTO PARTS	398.65	
ATLANTIC EMERGENCY SOLUTIONS	1,363.86	NEW CHARGER FOR RADIOS AND UPGRADE
DUNCAN AUTO	5,035.37	TRUCK REPAIR - COOLING SYSTEM /INTAKE MANIFOLD
FLOYD COUNTY SHERIFF'S OFFICE	775.00	NRVCIT GRANT
GATES FLOWERS AND GIFTS	85.00	
GILES COUNTY ADMINISTRATION	75.00	NRVCIT GRANT
HOME DEPOT	307.91	
KODIAK SHREDDING	300.00	
MONTGOMERY COUNTY SHERIFF'S OFFICE	275.00	NRVCIT GRANT
MUNICIPAL EMERGENCY SERVICES	1,212.15	
PROFESSIONAL COMM	1,739.92	KENWOOD DIGITAL PORTABLE W/LCD PKG
PULASKI POLICE DEPARTMENT	1,137.50	NRVCIT GRANT
RADFORD CITY POLICE DEPARTMENT	87.50	NRVCIT GRANT
TOWN OF CHRISTIANBURG	485.81	
VERIZON	304.44	
VIRGINIA BUSINESS SYSTEMS	185.04	
WITMER PUBLIC SAFETY GROUP	574.00	
<b>TOTAL PAID BILLS</b>	<b>14,342.15</b>	

TOWN OF CHRISTIANSBURG		
BILLS PAID DURING THE MONTH	April and May	
VENDOR	AMOUNT PAID	DESCRIPTION
ANTHEM BLUE CROSS BLUE SHIELD	146,863.62	EMPLOYEE HEALTH INSURANCE
ANTHEM LIFE INSURANCE COMPANY	3,218.07	EMPLOYEE LIFE INSURANCE
APPALACHIAN POWER	76,194.74	UTILITY BILLS
AT & T	352.31	
ATMOS ENERGY	7,361.16	ENERGY BILLS
BMS DIRECT	5,000.00	NEWSLETTER INSERT UTILITY BILLS POSTAGE FOR MONTHLY UTILITY BILLS
BROWNELLS INC	229.66	
BSN COLLEGIATE	247.51	
BOUND TREE MEDICAL	935.98	
CANNON SOLUTIONS	405.99	
CHANDLER CONCRETE	4,652.15	CONCRETE FOR PW PROJECTS
CHS TOWUCH DOWN CLUB	100.00	RESCUE DONATIONS FUND SPONSORSHIP
CHRISTIANSBURG COMMUNITY CENTER	12,637.75	SUPPORT
CLARK GAS AND OIL INC.	1,205.53	GASOLINE FIRE DEPT
CRYSTAL SPRINGS	54.40	
CITIZENS	2,665.00	INTERNET SERVICES
COLONIAL LIFE & ACCIDENT INSURANCE	1,024.08	EMPLOYEE WITHHELD INSURANCE
DCI SHIRES INC	11,222.14	
DE LAGE LANDEN	768.00	
DELTA DENTAL	7,196.79	EMPLOYEE DENTAL INSURANCE
DIVING ENTERPRISE LTD	1,789.93	
DONS AUTO CLINIC	985.45	VEHICLE REPAIRS AND MAINTENANCE
DUES AND MEMBERSHIPS	20.00	RESCUE 20
EMS MANAGEMENT & CONSULTANTAS INC	3,611.46	EMS THIRD PARTY BILLING
EXPRESS SERVICES	2,298.29	PW TEMP STAFFING
FEDERAL EXPRESS	25.35	
GENWORTH LIFE INSURANCE COMPANY	346.35	EMPLOYEE WITHHELD INSURANCE
G&H APPLIANCE	2,393.00	WASHER DRYER AQUATICS
GOV DEALS INC	36.00	
HI-D-HO DOG TRAINING	1,440.00	RECREATION PROGRAM
HOME DEPOT CREDIT SERVICES	1,035.70	MISC SUPPLIES FOR REPAIRS AND MAINTENANCE OF FACILITIES
KEY RISK	36,693.97	WORKERS COMPENSATION
KODIAK	300.00	
LANGUAGE LINE SERVICES	59.20	
LUMOS NETWORKS INC	994.99	
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	52,612.64	SOLID WASTE DISPOSAL TIPPING FEES
NATURAL STRUCTURES INC	1,384.00	REPAIR SLIDE AQUATICS
NEW RIVER VALLEY PIZZA	88.98	
NORIX GROUP INC	7,656.00	PD FURNITURE
NORTHWEST HARDWARE	16.18	
OFFICESCAPES	1,050.30	
OTIS ELEVATOR COMPANY	996.06	
PETTY CASH	127.23	
PITNEY BOWES	3,434.32	Postage
PRECISION WEIGHING	713.00	
REFUND EMS THIRD PARTY	74.52	
REFUND FEES AQUATICS	200.00	
REFUND PERMITS	204.00	
REFUND FEES REC DEPT	375.00	
REFUND TAXES	3,829.57	
REFUND WATER	5,475.92	REFUND WATER CONNECTION FEE 4500
REIMBURSEMENTS EMPLOYEES	601.82	BOOT REMBURSEMENT PROGRAM
RE MICHAEL	32.04	
ROANOKE TIMES	161.00	
SALEM STONE	3,703.59	STONE & GRAVEL



<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS PAID DURING THE MONTH</b>	<b>April and May</b>	
<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
SAMS CLUB	1,235.68	
SCHOOLS	760.00	fire 720 REC 40
SELECTIVE INSURANCE	28,354.00	LIABILITY INSURANCE
SHENTEL	163.50	
SOUTH EASTERN SECURITY CONSULTANTS	360.00	
SOUTHERN REFRIGERATION CORP	2,576.99	
SPRINT	68.94	
SPIRIT SERVICES INC	33.60	
STAND ENERGY	4,018.91	NATURAL GAS AQUATIC CENTER 2 MONTHS
SUPER SHOES	1,382.87	RESCUE
TRACTOR SUPPLY	124.44	
TRAVEL	3,454.60	pw 1043.08 admin 379.46 pd 878 eng 24.85 fire 1129.21
TREASURER OF VIRGINIA	670.48	
TELVENT USA HOLDINGS	296.00	
US CELLULAR	529.21	
VIRGINIA ASSOCIATION OF COUNTIES	705.08	
VERIZON	5,848.68	PHONE BILLS
VERIZON WIRELESS	5,930.82	CELLS PHONES AND TABLETS
VIRGINIA ASSOCIATION OF VOLUNTEER RESCUE SQUADS	262.50	
VIRGINIA HEALTHCARE WASTE MGT	45.00	
VIRGINIA RETIREMENT SYSTEM	143,193.58	EMPLOYEE RETIREMENT
VIRGINIA RESOURCE AUTHORITY	103,571.91	PAYMENT ON DEBT BALANCE AFTER PAYMENT 201534.14 WILL RETIRE JUNE 2018
VOLSAP PLAN ADMINISTRATOR	1,710.00	FIRE FIGHTERS RETIREMENT
<b>TOTAL SPECIAL REVENUE BILLS PAID</b>	<b>14,342.15</b>	
<b>TOTAL PAID BILLS</b>	<b>724,706.43</b>	
<b>BILLS TO BE PAID</b>	<b>1,358,941.29</b>	
<b>GRAND TOTAL</b>	<b>2,097,989.87</b>	



**TOWN OF CHRISTIANBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**

New Business

**Meeting Date:**

May 23, 2017

**ITEM TITLE:**

Resolution for the Emergency Operations Plan (EOP)

**DESCRIPTION:**

Adoption of the Emergency Operations Plan

<https://christiansburg.box.com/s/hggk29fkmjfk40vhxqqubgg1eh3aff>

**POTENTIAL ACTION:**

Council to adopt

**DEPARTMENT:**

Administration

**PRESENTER:**

Randy Wingfield, Interim Town Manager

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

# TOWN OF CHRISTIANSBURG

*Established November 10, 1792*

*Incorporated January 7, 1833*



## RESOLUTION Emergency Operations Plan

**WHEREAS**, the Town Council of Town of Christiansburg, Virginia recognizes the need to prepare for, respond to, and recover from natural and manmade disasters; and,

**WHEREAS**, Town of Christiansburg has a responsibility to provide for the safety and well-being of its citizens and visitors; and,

**WHEREAS**, Town of Christiansburg has established and appointed a Director and Coordinator of Emergency Management.

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the Town of Christiansburg, Virginia hereby approves this Emergency Operations Plan as revised and is officially adopted, and

**IT IS FURTHER RESOLVED AND ORDERED** that the Director of Emergency Management, or his/her designee, are tasked and authorized to maintain and revise as necessary this document over the next four (4) year period or until such time be ordered to come before this board.

Upon a call for an aye and nay vote on the foregoing resolution at a regular meeting of the Council of the Town of Christiansburg, Virginia held May 23, 2017, members of the Council stood as indicated opposite their names as follows:

AYE

NAY

ABSTAIN

ABSENT

Samuel M. Bishop

Harry Collins

R. Cord Hall

Steve Huppert

Henry D. Showalter

Bradford J. Stipes

D. Michael Barber, Mayor\*

\*Votes only in the event of a tie.

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D. Michael Barber, Mayor

ATTEST:

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Michele M. Stipes, Clerk of Council



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
NEW BUSINESS

**Meeting Date:**  
May 23, 2017

**ITEM TITLE:** Church, Rigby, Ellett Storm Drainage Project VDOT Funding Agreement

**DESCRIPTION:** This revised Appendix A2 and Appendix B5 of the VDOT Agreement provides \$403,426 in additional Revenue Sharing Program funds for the Church, Rigby, Ellett Storm Drainage Project.

**POTENTIAL ACTION:** Council approval of Appendix A2 and Appendix B5 of the Church, Rigby, Ellett Storm Drainage Project VDOT Funding Agreement.

**DEPARTMENT:** Engineering

**PRESENTER:** Wayne Nelson

**ITEM HISTORY:** Town Council previously approved the original VDOT Agreement Appendix A and Appendix B5 for this project in the amount to \$1,000,000. Due to concerns over the amount of rock encountered during the first phase of this project and the need to extend the project to capture stormwater runoff from King Street, the Town sought and VDOT identified additional funds for this project. At the last Council Meeting, Council approved the design contract for the King Street extension.

**Date:**

**Action Taken:**

**Information Provided:**

1. Cover Sheet
2. VDOT Agreement Appendix  
A2 <https://christiansburg.box.com/s/9kf5r4b50ndidijqndhrldevulqgptbm>
3. VDOT Agreement Appendix  
B5 <https://christiansburg.box.com/s/mpeyl2h34e4rp0wt7cwiufqtpxkgcyp>



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
NEW BUSINESS

**Meeting Date:**  
May 23, 2017

**ITEM TITLE:** Pressure Reducing Valve (PRV) Installation Contract

**DESCRIPTION:** The proposed contract is between the Town and E. C. Pace Company, Inc. for the installation of Pressure Reducing Valve Systems at Warren Street and Kamran Street at a cost of \$39,750.00.

**POTENTIAL ACTION:** Authorize the Interim Town Manager to enter into a contract on behalf of the Town with E. C. Pace Company, Inc. for the amount of \$39,750.00, contract form subject to approval by the Town Attorney.

**DEPARTMENT:** Engineering

**PRESENTER:** Wayne Nelson

**ITEM HISTORY:**

The two concrete water storage tanks located off of Warren Street near the Shaffer Memorial Cemetery are well beyond their design life and subject to failure. A study was performed to determine a cost-effective solution to remove or replace these tanks and increase water pressures and available fire flow in the area. Various alternatives were investigated, however, the best solution was to remove the tanks from service and utilize storage in the Buffalo Pressure Zone to serve these areas. This requires the installation of two Pressure Reducing Valves to create two new pressure zones – one zone to serve the County Service Area and a separate to serve the Town Service Area. This contract is for the installation of these two pressure reducing valve systems to serve the two areas.

**Date:**

**Action Taken:**

**Information Provided:**

1. Cover Sheet
2. Bid Tabulation <https://christiansburg.box.com/s/60lomaajstpl3r356t9buwcv1q9m9gyw>
3. Town Staff Engineer Letter of Recommendation to Award <https://christiansburg.box.com/s/9cify3n816y4cmhujpoexr6wvwe5l015>
4. Draft contract, contract form subject to approval by the Town Attorney. <https://christiansburg.box.com/s/h7shvbhebz2w4fe0zwbjnd62ub0g4sul>





**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
NEW BUSINESS

**Meeting Date:**  
May 23, 2017

**ITEM TITLE:** Downtown Drainage Improvements – North Franklin Street Project Engineering Design Contract

**DESCRIPTION:** Contract for the engineering design and preparation of Contract Documents for the Downtown Drainage Improvements – North Franklin Street Project.

**POTENTIAL ACTION:** Authorize the Interim Town Manager to enter into a contract with Gay and Neel, Inc., in an amount of \$47,060.00 for the North Franklin Street Project engineering design services, as recommended by Town Engineering Staff, contract form subject to approval by the Town Attorney.

**DEPARTMENT:** Engineering

**PRESENTER:** Wayne Nelson

**ITEM HISTORY:** Flooding and property damage has historically occurred under buildings located on the east side of North Franklin Street, specifically 103, 107 and 111 North Franklin Street. This project will relocate this drainage system under North Franklin Street in coordination with the College Street Basin Sanitary Sewer Replacement Project and prior to future improvements and paving associated with the Downtown, Phase 3 Enhancement Project.

**Date:**

**Action Taken:**

**Information Provided:**

1. Cover Sheet
2. Proposal Acceptance and Contract Negotiation Recommendation  
Memo <https://christiansburg.box.com/s/6jbh4zwspegxmm4kkl3c3625jls4j869>
3. Gay and Neel, Inc.  
Proposal <https://christiansburg.box.com/s/mdbnvn8ynejbldgeuwexk8ugr5p6ncpm>



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
NEW BUSINESS

**Meeting Date:**  
May 23, 2017

**ITEM TITLE:** Long-Term Water and Wastewater Extension Planning Project

**DESCRIPTION:** An engineering study contract with CHA Consulting, Inc. for Long-Term Water and Wastewater Extension Planning Project in the the I-81, Exit 114 area along Route 8.

**POTENTIAL ACTION:** Contract approval with CHA Consulting in the amount of \$42,000.00, contract form subject to approval by the Town Attorney.

**DEPARTMENT:** Engineering

**PRESENTER:** Wayne Nelson

**ITEM HISTORY:** The Town's water and wastewater service areas extend to the west along Route 8 and beyond I-81. The Town's current water and wastewater lines currently end east of I-81. Casing pipes are being planned for extension of these utilities as part of the VDOT I-81, Exit 114 Bridge Replacement Project. Extension of these utilities supports growth and economic development in this area.

**Date:**

**Action Taken:**

**Information Provided:**

1. Cover Sheet
2. Long Term Water and Wastewater Extension Planning Project  
Contract <https://christiansburg.box.com/s/mx18qwq19ig0oo4zdnn2xvf65c1ivg2q>





**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
NEW BUSINESS

**Meeting Date:**  
May 23, 2017

**ITEM TITLE:** North Franklin/Independence Intersection Improvements Notice of Award

**DESCRIPTION:** Notice of Award for the North Franklin/Independence Intersection Improvements Project to DCI/Shires, Inc. in the amount of \$599,406.75. This construction contract provides for intersection improvements such as lengthened turn lanes for Independence Boulevard and North Franklin Street and pedestrian signal accommodations.

**POTENTIAL ACTION:** Approval of the Notice of Award and authorize the Interim Town Manager to enter into a contract on behalf of the Town with DCI/Shires, Inc. for the amount of \$599,406.75, contract form subject to approval by the Town Attorney.

**DEPARTMENT:** Engineering

**PRESENTER:** Wayne Nelson

**ITEM HISTORY:** This project was advertised for bids on March 26, 2017. Bids were opened at 3 pm on April 28, 2017. DCI/Shires was the apparent low bidder. The Engineer, Gay and Neel, Inc., recommended the Town enter into contract negotiations with DCI/Shires for construction of this project. A Notice of Award to DCI/Shires, Inc. is attached for the project. This project construction will tie into the North Franklin Street Corridor Improvement Project currently under design.

**Date:**

**Action Taken:**

**Information Provided:**

1. Cover Sheet
2. Bid Summary Sheet <https://christiansburg.box.com/s/9srh030prsmcr0c174vpdwijgwjxxwo3>
3. Engineer's Recommendation Letter <https://christiansburg.box.com/s/ps6pdit3qk629sk855u1x2kfe8yr1g10>
4. Notice of Award <https://christiansburg.box.com/s/eelh5yck37t98ivziqec8cpslk7va83>

