

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
WORK SESSION MINUTES  
MAY 23, 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 MAY 23, 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; Tax Billing and Collections Specialist (serving as Acting Clerk of Council) Amber Haskins; Town Attorney Theresa Fontana; Planning Director Andrew Warren; Finance Director/Treasurer Valerie Tweedie; Director of Public Relations Melissa Powell; Public Relations Specialist Anaika Miller; Director of Engineering Wayne Nelson; Police Chief Mark Sisson; Rescue Chief Joe Coyle; Fire Chief Billy Hanks; Director of Public Works Jim Lancianese; Assistant Supervisor of Utilities Shawn Bison; Assistant Superintendent of Streets Travis Moles; Assistant Superintendent for General Services David Sutphin; Wastewater Treatment Superintendent Ryan Hendrix. ABSENT: Michele Stipes, Clerk of Council.

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. *Mayor Barber presented the resolution during the Introductions and Presentations portion of the meeting.*
- D. Resolution recognizing Christiansburg High School student Caleb Hatcher for winning the state championship in 1-meter diving. *Mayor Barber presented the resolution during the Introductions and Presentations portion of the meeting.*
- E. Resolution recognizing Christiansburg High School student Madison Padget for winning the state championship in ~~pole vault~~ (corrected to *high jump* by Mayor Barber). *Mayor Barber presented the resolution during the Introductions and Presentations portion of the meeting.*

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:

- A. Bob Leonard of Christiansburg Institute (CI) thanked Council for meeting with CI in January to discuss the future of the institute and presented to Council in writing a revised request for support in the amount of \$56,300 to support replacement of the roof of the Edgar A. Long building. The requested amount was supported by engineering and construction reports, according to Mr. Leonard. Mr. Leonard spoke about CI's partnerships within the community, including with Virginia Tech, to develop a multicultural learning and meeting center that would showcase CI's rich history in the New River Valley, and he asked the Town to join in the partnership, noting that the support of the Town was crucial to securing historical grants and contracts for construction.

Mr. Leonard introduced Christopher Sanchez of CI who advocated for the preservation of the historical aspects of the Edgar A. Long building and for its use in showcasing its diverse history and rich future.

Mr. Alvin Humes of CI spoke about the importance of the Edgar A. Long building as a legacy of African American history in the New River Valley, and he stressed the importance of keeping the legacy alive for future generations.

Council discussed with representatives of CI the renovation needs at the Edgar A. Long building and options for funding including grants, fundraisers, and contributions, and reviewed the information provided by CI in support of its budget request. Council expressed concern that information on the roof renovation was not included in the provided material, and requested it be provided to Council. Council also requested it be provided with annual financial statements for CI.

## 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. Melissa Powell, Director of Public Relations, presented Meredith Diloia and Kayla Blevins with resolutions in recognition of their achievement in the House of Delegates Page Program. Mayor Barber thanked the girls for their representation of Christiansburg and spoke briefly of their experiences.

### 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. Councilman Collins made a motion to issue the CUP as requested with six conditions. Councilman Huppert seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

## VIII. NEW BUSINESS

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

Councilman Hall made a motion to adopt the Emergency Operations Plan (EOP) as presented, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

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

1. Church, Rigby, Ellett Storm Drainage Project VDOT Funding Agreement.

Director Nelson explained the contract before Council was a revision of a contract approved by Council in May 2017, and he reviewed the revisions with Council. Councilman Hall made a motion to approve the revised contract, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

2. Pressure Reducing Valve Installation Construction Contract.  
Councilman Hall made a motion to approve the contract as presented, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
3. Downtown Drainage Improvements – North Franklin Street Project Engineering Design Contract.  
Councilman Stipes made a motion to approve the contract as presented, seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
4. Long-Term Water and Wastewater Extension Planning Project Contract.  
Councilman Showalter made a motion to approve the contract as presented, seconded by Councilman Hall. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
5. North Franklin/Independence Intersection Improvements Project Notice of Award.  
Councilman Hall made a motion to approve the contract as presented, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

Councilman Stipes questioned the necessity of a presentation and Council action on each individual engineering contract, noting it had only recently become a regularly occurring Town practice. Town Attorney Fontana informed that construction contracts had to be approved by Council, but it could be done under the Consent Agenda, or Council could authorize the Town Manager to approve contracts up to a certain dollar amount. Council agreed it preferred approving construction contracts under the Consent Agenda.

## IX. COMMITTEE REPORTS

## X. STAFF REPORTS

### A. Town Manager Wingfield:

1. Set Public Hearing for amendments to the sewer use ordinance.  
Councilman Hall made a motion to set the Public Hearing for June 27, 2017, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
2. The Christiansburg Rescue Squad was recently awarded a Gold Plus award from the American Heart Association's Mission: Lifeline EMS Recognition program.

### B. Town Attorney:

### C. Other Staff:

1. Finance Director/Treasurer Valerie Tweedie to present the draft Annual Budget for FY 2017-18.  
Val Tweedie presented Council with a draft copy of the Annual Budget for FY 2017-18 and used a slide presentation to provide an overview of the budget content. Council then discussed the information provided and addressed department heads regarding specific budget items. A Public Hearing on the proposed annual budget is scheduled for June 13, 2017.

XI. COUNCIL REPORTS

- A. Councilman Huppert reported on the Cruise In event hosted by the Montgomery Museum and announced the upcoming Mountains of Music Events scheduled for June 10 and 17.
- B. Councilman Showalter – No report.
- C. Councilman Stipes – No report.
- D. Councilman Hall – No report.
- E. Councilman Bishop requested Council hold a work session to discuss insurance requirements for Farmers' Market vendors.
- F. Councilman Collins – No report.
- G. Mayor Barber reported on the recent Wine and Artisan Festival hosted by Downtown Christiansburg, Inc. The event received positive comments from the community, with no negative reports.

XII. OTHER BUSINESS

XIII. ADJOURNED TO A WORK SESSION

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:35 P.M.

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Amber Haskins, Acting Clerk of Council

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D. Michael Barber, Mayor

WORK SESSION

- I. Call to order by Mayor Barber
- II. Discussion regarding the Annual Budget for FY 2017–18
- III. Adjournment