

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
JANUARY 9, 2018 – 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 JANUARY 9 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Interim Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Director of Public Relations Melissa Demmitt; Finance Director/Treasurer Val Tweedie; Director of Planning Andrew Warren; Director of Engineering Wayne Nelson; Director of Public Works Jim Lancianese; 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. Mayor Barber moved the monthly bills from the Consent Agenda and placed the matter as Item E under Discussions by Mayor and Council Members.

**III. PUBLIC HEARINGS**

1. Conditional Use Permit request by Walmart Real Estate and Trust for a comprehensive sign plan for additional signage for the Walmart Supercenter and an on-line grocery pick up service at 2400 North Franklin Street in the B-3, General Commercial District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Brian Tickle, manager of the Walmart at 2400 North Franklin Street, explained the CUP request that would allow the business to put signage on the building advertising services offered, including online pick-up beginning in early spring. Planning Director Andrew Warren commented that a CUP was required because the application was for “special signage”, per the zoning ordinance, since Walmart has proposed 600 square feet of signage or 6% of façade, while the ordinance allows for up to 200 square feet or up to 10% of façade. Walmart has applied for special signage district status. The Planning Commission has reviewed the request and unanimously recommended Town Council approval with three conditions. Councilman Huppert commended and expressed appreciation for Mr. Tickle’s benevolent involvement within the community.

*Councilman Stipes made a motion to amend the agenda to add the Conditional Use Permit request by Walmart for Council discussion and action. Councilman Huppert seconded the motion and Council voted as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye. This matter was placed as Item F under Discussions by Mayor and Council Members.*

2. 2016 Consolidated Annual Performance and

Evaluation Report (CAPER). The Town of Christiansburg, as a recipient of Community Development Block Grant (CDBG) funding, is required by the U.S. Department of Housing and Urban Development (HUD) to prepare the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER is an evaluation and performance report detailing accomplishments toward meeting the goals outlined in the 2015-2020 Consolidated Plan. The CAPER compares the actual performance measures with those measures listed in the 2016 Annual Action Plan. Planning Director Andrew Warren explained how the CAPER compared to the 2016 goals that focused on infrastructure improvement in geographic specific areas. Advertisement of the public comment period has been posted on the Town's website and at the local library. Upon Council approval, the report will be submitted to HUD to close out the funding period.

**IV. OATH OF OFFICE**

**V. CONSENT AGENDA**

- A. Council meeting minutes of December 12, 2017.
- B. Capital request for replacement of vehicle for police department.
- C. Amendment 3 for Supervisory Control and Data Acquisition (SCADA) and Integration Services Contract.

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

**VI. CITIZEN COMMENTS**

- A. Chris Waltz, 1370 Rigby Street, expressed concerns with the Closed Meeting scheduled prior to the appointment of officers for 2018. Mr. Waltz asked Council to give the public an idea of what they were looking for in a Town Manager, especially since it was anticipated that Randy Wingfield would be reappointed Interim Town Manager, while the Town continues to search for a Town Manager. Mr. Waltz pointed out that Mr. Wingfield has served capably as Interim Town Manager for nine months, and he recommended the Town appoint him Town Manager. Mr. Waltz then commented that the Town recently lost two major legal cases, one possibly due to interpretation of the law, and he requested Council consider bidding out for legal services. In closing, Mr. Waltz expressed frustration with Council's practice of discussing matters in closed meetings, which, he said, prevented the public from understanding certain Town matters.

**VII. INTRODUCTIONS AND PRESENTATIONS**

- A. Town Council and Christiansburg High School Partnership. Postponed.
- B. Update from Montgomery Museum and Lewis Miller Regional Art Center Executive Director Sue Farrar.

Sue Farrar, Executive Director, thanked Council for the opportunity to speak and also for the Town's continued support of the museum. Ms. Farrar spoke about the various programs hosted by the museum, including a new genealogy program that offered advice and assistance in genealogy research, and she detailed the 2017 art exhibits that highlighted topics such as sports, photography, and food. The current

art exhibit, *Keepers of the Tradition*, written by

Michael Abraham, with portraits by Leslie Roberts Gregg, highlights life in Appalachia; a reception will be held in honor of the exhibit on Thursday night, which Council was invited to attend. In addition to on-site exhibits, the museum also has five art exhibits in the community and offers community art classes to spark interest and generate revenue. Ms. Farrar shared with Council the various ways the museum encouraged the involvement of youth, including through the JAM program, student art exhibits, and museum visits, and she talked about the museum's involvement in the newly formed Christiansburg Arts Council. She then described the major events in 2018 that would be hosted by the museum, noting that in 2017, over one hundred-sixty volunteers contributed to the success of museum hosted programs and events. Tourism is a focus of the museum, and Ms. Farrar reported that the museum had visitors from twenty-three states and six countries in 2017. In response to continued growth of museum programs and events, Ms. Farrar announced that the museum board had decided to expand the facility, and she welcomed suggestions and comments that would assist with that future endeavor. In closing, Ms. Farrar said she was pleased and proud to be a part of the community, and to be working with the community.

## VIII. COMMITTEE REPORTS

### A. Collins and Stipes - Street Committee report/recommendation on:

#### 1. North Franklin Street speed limit reduction.

Councilman Stipes reported that the Street Committee met on December 20 to consider reducing the speed limit on North Franklin Street, between Cambria Street and Independence Boulevard, in anticipation of future changes that would create a bicycle/pedestrian area along that stretch of roadway. Councilman Stipes outlined options as: 1) Leave the speed limit at 45 mph; 2) Reduce the speed limit to 40 mph; or 3) Reduce speed limit to 35 mph, which would be more consistent with other major corridors in Town. Councilman Stipes pointed out that future changes would transform the road to a *complete road* shared by vehicles, bicycles, and pedestrians. According to VDOT, roads are not a calm environment once speeds are over 40 mph, and are less friendly to bicyclists and pedestrians. Councilman Stipes said the Street Committee recommendation was to reduce the speed limit to 35 mph, sometime prior to construction, noting that Councilman Collins supported the recommendation. Councilman Showalter said the recommendation was consistent with Roanoke Street, and that he would soon be asking for the same reduction in speed along Radford Street. Councilman Showalter made a motion to approve the recommendation of the Street Committee to reduce the speed limit on North Franklin Street, between Cambria Street and Independence Boulevard, to 35 mph, effective June 1, 2018. Councilman Stipes seconded the motion, and Council voted as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

## IX. DISCUSSION BY MAYOR AND COUNCIL

### A. Council action on:

#### 1. 2016 Consolidated Annual Performance and Evaluation Report (CAPER).

Councilman Showalter made a motion to approve the 2016 Consolidated Annual Performance and Evaluation Report as presented, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

### B. Reappointment of Steve Simmons and Amelia Tuckwiller and appointment of Bev Bridges to the Aquatic Advisory Board.

Aquatics Director Terry Caldwell introduced members Steve Simmons and Amelia Tuckwiller, and candidate Bev Bridges. Ms. Caldwell noted that Ms. Bridges had been nominated by the Aquatic Advisory Board to serve the unexpired term of Mark Layne. Councilman Huppert made a motion to

reappoint Mr. Simmons and Ms. Tuckwiller to the Aquatic Advisory Board, and to appoint Ms. Bridges to fill the unexpired term of Mark Layne. Councilman Showalter seconded the motion and Council voted as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

C. Resolution in support of Workers' Compensation for Christiansburg Volunteer Fire and EMS. Interim Town Manager Randy Wingfield reported that the Code of Virginia requires a resolution on file with the Workers' Compensation Board to cover volunteer staff. The Town has always provided Workers' Compensation for its EMS volunteers, but does not have a resolution on file as required. Councilman Stipes made a motion to adopt the resolution as presented, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

D. Community Engagement/Naming Contest for the Former Truman Wilson Property. (Stipes) Councilman Stipes encouraged Council to consider renaming the former Truman Wilson property to something that would provide identity for the future Christiansburg park. The property is currently identified as the North Regional Christiansburg Park, but Council Stipes pointed out that the park was not a regional effort, nor was it located in what would be considered north Christiansburg. Councilman Stipes said this was something the Town could get creative with by offering a community contest for the renaming. Councilman Showalter agreed, noting that the Town had asked high school students for suggestions in naming the future connector road.

E. Monthly Bills. Mayor Barber reported that one bill for \$854.37 would be separated and voted on separately from the remaining monthly bills. The \$854.37 bill was to be paid to Marketing on Main for goods purchased prior to Merissa Sachs being sworn in as a member of council. Councilwoman Sachs is the owner of Marketing on Main. Councilman Showalter made a motion to approve the monthly bills, with the exception of \$854.37 to Marketing on Main, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

Councilman Showalter made a motion to approve the bill for \$854.37 to Marketing on Main, seconded by Councilman Stipes. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Abstain; Showalter – Aye; Stipes – Aye.

F. Conditional Use Permit request by Walmart Real Estate and Trust for a comprehensive sign plan for additional signage for the Walmart Supercenter and an on-line grocery pick up service at 2400 North Franklin Street in the B-3, General Commercial District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. Councilman Stipes made a motion to issue the Conditional Use Permit with three conditions as recommended by the Planning Commission, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

## X. STAFF REPORTS

A. Town Manager Wingfield:

- 1135 Radford Street has been demolished by the Town; a lien is intended.
- Council agreed to cancel the annotate feature on their Town issued tablets at a cost savings of approximately \$180 per person per year.
- Property owner at 1392 Dow Street has appealed to circuit court.
- Work sessions were scheduled as follows: January 23, 5:30 p.m., wayfinding signs and promotional videos. January 30, 5:30 p.m., Town park. February 13, 5:30 p.m., Tourism Development Council, downtown art improvements. February 27, 5:30 p.m., Small Business Development Center.

B. Town Attorney:

C. Other Staff:

Andrew Warren reported that the Board of Zoning Appeals upheld the zoning violation at 1392 Dow Street and the case is now going to the circuit court. Council will be notified once the Town receives court papers. Mr. Warren explained that the obstacle in enforcing Town Code in this situation has been the term *adult dog*, and he requested Council authorizing to move forward with revising the ordinance to clarify the definition of an adult dog. Council agreed to move forward with the revision, requesting no grandfathering provisions. The Public Hearing will be scheduled during the January 23 consent agenda.

## XI. COUNCIL REPORTS

- A. Councilman Bishop – No report.
- B. Councilman Showalter – No report.
- C. Councilman Stipes – No report.
- D. Councilman Huppert expressed appreciation for the efforts of the Public Works crews who have worked to repair the numerous water main breaks due to freezing temperatures over the past several weeks. Director of Public Works Jim Lancianese noted that the Town has had close to forty water main breaks since November. He thanked Council for its comments and said he would pass along the gratitude to his crews.
- E. Councilwoman Sachs – No reports.
- F. Mayor Barber agreed with Councilman Huppert's comments about the dedication of the Public Works crews, noting that he has heard appreciation expressed from the community, too, and he thanked them for meeting the tough demands of their jobs.

## XII. OTHER BUSINESS

A. Re-organization for the Year 2018:

- 1. Election of Vice-Mayor. Councilman Showalter made a motion to appoint Councilman Stipes to serve as Vice-Mayor, seconded by Councilman Huppert. Council voted as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Abstain. Mayor Barber noted that Councilman Collins had expressed his support for the appointment of Councilman Stipes.
- 2. Set regular meeting dates of Council. Councilman Huppert made a motion to set the regular meeting dates of Council for the second and fourth Tuesdays of each month at 7:00 P.M. Councilman Showalter seconded the motion and Council voted as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
- 3. Authorize Vice-Mayor, Assistant Town Manager, and Deputy Director of Finance to sign Town checks. Councilman Showalter made a motion to authorize the Vice-Mayor, Assistant Town Manager, and Deputy Director of Finance to sign Town checks, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
- 4. Appointment to Committees of Council by Mayor Barber:
  - a. Water, Sewer, and Solid Waste Committee – Sachs and Showalter
  - b. Street Committee – Collins and Stipes
  - c. Finance Committee – Showalter and Stipes
  - d. Fire and Rescue Committee – Bishop and Huppert
  - e. Public Health and Welfare Committee – Ad hoc
  - f. Central Business District Committee – Bishop and Sachs
  - g. Council on Human Relations Committee – Ad hoc

B. Closed Meeting: *No request was made for a Closed Meeting prior to the appointment of Officers for 2018.*

1. Request for a Closed Meeting in accordance with Virginia Code Section 2.2-3711(A)(1), for the discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The Closed Meeting is being held for discussion of personnel, specifically the appointment of officers for the year 2018.
2. Reconvene in Open Meeting.
3. Certification.
4. Council action on the matters.

C. Appointment of Officers:

1. Interim Town Manager – Councilman Stipes made a motion to reappoint Randy Wingfield to serve as Interim Town Manager, seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
2. Finance Director/Treasurer - Councilman Showalter made a motion to reappoint Valerie Tweedie to serve as Finance Director/Treasurer, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
3. Police Chief - Councilman Stipes made a motion to reappoint Mark Sisson to serve as Police Chief, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
4. Clerk of Council - Councilman Showalter made a motion to reappoint Michele Stipes to serve as Clerk of Council, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Abstain.
5. Town Attorney - Councilman Stipes made a motion to reappoint Guynn & Waddell to serve as Town Attorneys. Councilman Stipes commented that when he came on council, he questioned the effectiveness of using a firm for legal representation, rather than employing an on-site attorney. However, he said he has found the law firm Guynn & Waddell to be useful with its variety of knowledge and expertise, and he believed the attorneys had served the Town well over the years. Councilman Showalter seconded the motion, and Council voted as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

D. Closed Meeting:

1. Councilman Stipes motion to enter into a Closed meeting in accordance with Code of Virginia § 2.2-3711(3) for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The motion was seconded by Councilman Showalter. The Closed Meeting pertains to discussions regarding a potential recreational property in Montgomery County as well as a potential public works property in Montgomery County.

2. Reconvene in Open Meeting. Councilman Stipes made a motion to reconvene in Open Meeting, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
3. Certification. Councilman Stipes 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. The motion was seconded by Councilman Bishop and Council voted as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes - Aye.
4. Council action on the matter. No action was taken.

### XIII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:44 P.M.

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Michele Stipes, Clerk of Council

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D. Michael Barber, Mayor