

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
WORK SESSION MINUTES – 5:30 P.M.  
REGULAR MEETING MINUTES- 7:00 P.M.  
FEBRUARY 27, 2018**

A WORK SESSION OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON FEBRUARY 27, 2018 AT 5:30 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Planning Director Andrew Warren.

WORK SESSION

- I. Call to Order by Mayor Barber at 5:35 P.M.
- II. Discussions by Mayor and Council Members
  - A. Bart Smith, Director of the Roanoke Regional Small Business Development Center (SBDC), to present on operations and programs.

Mr. Bart Smith presented to Council on the Roanoke Regional Small Business Development Center, which is part of the Virginia SBDC Network that focuses on providing technical business support to small business interests and start-ups throughout Virginia. Mr. Smith stated that the SBDC was an economic development program and reviewed the services provided and ways the program assisted those interested in starting a small business. Mr. Smith reported that in 2016 the Virginia SBDC assisted with 264 business starts that generated \$85.6 million in revenue and created 4,207 jobs. The Virginia SBDC is funded by a local 1:1 match with 50% cash and 50% in-kind, and Mr. Smith provided a breakdown of the cash and in-kind match sources. Mr. Smith then provided a breakdown of information specific to the New River Valley service area, noting the current funding support from participating localities and businesses, and services offered, which included a full-time business advisor, area specific workshops, office support in Roanoke, and access to SBDC network resources. An overview of activities and impacts in the NRV from 2015 – 2017 was reviewed, and Mr. Smith noted that the RRSBDC was the third most effective SBDC in Virginia, and further noted that he had worked with twenty-two Christiansburg businesses last year. Mr. Smith recently met with the New River Valley Regional Commission to discuss SBDC activity in the NRV and, at that time, offered the option of a local full-time business advisor that would work solely within the NRV, at a cost of approximately \$85,000, with a small office space provided. The SBDC received \$35,000 from a GO Virginia grant for the NRV, which leaves a balance of \$50,000, which Mr. Smith said he would like to have shared among NRV localities. Christiansburg's cost for 2018 would be no more than \$7,000. Mr. Smith explained how the SBDC builds its program within a community through referrals from banks, law and CPA firms, and other professional service firms, and Councilwoman Sachs noted that she successfully used RRSBDC twenty years ago when she moved her small business from Radford to Christiansburg. Councilman Showalter commented that the SBDC was a valuable referral tool for Town Council and staff when interacting with individuals

expressing an interest in starting a small business. Mr. Smith encouraged Council to think about recommendations for the NRV SBDC full-time representative, noting that the individual should be someone who understands what is involved in starting a new business, and he thanked them for their consideration and the opportunity to speak. More can be learned about the RRSBDC at [www.roanokesmallbusiness.org](http://www.roanokesmallbusiness.org).

### III. Adjournment

The work session of Council was adjourned at 6:55 p.m.

----- 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 FEBRUARY 27, 2018 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: 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; Public Relations Specialist Anaika Miller; Police Chief Sisson.

### I. CALL TO ORDER

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

### II. ADJUSTMENT OF THE AGENDA

- A. On motion by Councilman Collins, seconded by Councilman Huppert, Council voted to amend the agenda to add the Town Council/Christiansburg High School Partnership as Item A under Introductions and Presentations.

### III. PUBLIC HEARINGS

### IV. CONSENT AGENDA

- A. Council meeting minutes of February 13, 2018 and February 20, 2018.
- B. Schedule Public Hearings:
  - April 10, 2018 – An ordinance to amend Chapter 24 “Nuisances” of the Christiansburg Town Code in regards to Article II – Regulation of Noise.
  - April 10, 2018 - An ordinance to amend Chapter 42 “Zoning” of the Christiansburg Town Code in regards to permitting a loudspeaker/sound amplification/outdoor sound system to be used in excess of the Chapter 24 “Nuisances” Article II – Regulation of Noise by Conditional Use Permit in the A, MU-1, MU-2, B-1, B-2, B-3, I-1, and I-2 zoning districts.

- C. Reschedule the Public Hearing for ordinance amending Town Code and establishing fee in regards to curbside recycling from March 27 to March 13, 2018.
- D. Proclamation in Recognition of the 5th Annual Community Foundation of the New River Valley's GiveBigNRV Giving Day.

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

## V. CITIZEN COMMENTS

- A. Marty Gordon, 1477 Merrimac Road, addressed Council regarding the Christiansburg High School wrestling team's seventeenth consecutive state championship, and encouraged the Town to find ways to celebrate the team's accomplishments through signage and memorabilia. Mr. Gordon said he was inspired to celebrate the team in unique ways by a friend in Nevada, where they celebrate their own unique asset known as "Area 51". Mr. Gordon said the wrestling team was Christiansburg's unique "Area 51" and should be celebrated as something special before the opportunity is lost. Mr. Gordon noted that a high school wrestling team in Rhode Island was the only other team in the nation to win more consecutive state championships than Christiansburg.

## VI. INTRODUCTIONS AND PRESENTATIONS

- A. Town Council and Christiansburg High School Partnership. Students and SGA members Bethany Stewart, Finn Jennings, and Adam Semones reported on the wrestling team's recent seventeenth consecutive state championship, and introduced Xander Whitehurst and Garrett Kuchan, wrestling team members who were present. Miss Stewart commented that she and Marty Gordon had been working together to find ways to celebrate the wrestling team state championship, and Mr. Jennings reported that the girls' basketball team won the majority of its games, and the SGA encouraged students to attend the games in support of the team. Adam Semones reported on efforts to grow the boys and girls lacrosse teams, and announced that students Cassidy Cromer and Kaylyn Cromer both won 2017 state championships in indoor track. Council talked to the students about their goals post high school, and Councilman Showalter encouraged the senior SGA members to have junior members shadow them at future council meetings as a learning experience, since they were the ones who would be interacting with Council next year. Mayor Barber noted that Council would be recognizing high school state champions at the March 27<sup>th</sup> meeting. Council thanked the students for the update.
- B. Justin Sanders, President, Downtown Christiansburg Inc. to present on accomplishments of 2017 and calendar of events for 2018.

Mr. Sanders spoke to Council about the vision and goals of Downtown Christiansburg, Inc. (DCI), and talked about ways the group was working to realize its vision to establish the downtown area as a destination place for residents and visitors. The group serves as an advocate for downtown businesses and residents, and focuses on promoting downtown through membership on the Planning Commission, involvements in Town endeavors such as the Farmers' Market and the downtown parking study, and by being engaged in Town planning and development projects for the future of Christiansburg. Mr. Sanders reported on the 2017 DCI hosted downtown events, and highlighted the value of the *Talk of the Town* event, started in 2017 as a way to collaborate with downtown business owners on current needs and future goals. Mr. Sanders announced the events scheduled for 2018, and talked about the importance of the sustainable partnerships that work to build on the success of the downtown movement and shared short-term goals that included expanding the downtown area and integrating Cambria;

increasing the size of the DCI board, membership and volunteers; developing an advisory board; and working with Virginia Tech in developing long-term plans for the downtown area. In closing, Mr. Sanders thanked Ignite Academy, Montgomery Museum, and Town staff, specifically mentioning the parks and recreation staff and police department staff, for the support and assistance that has made the downtown events a success. Council expressed appreciation for all that DCI has done to promote the downtown area and enhance the Christiansburg community as a whole.

- C. Kim Thurlow, Director of Community Programs, Community Foundation of the New River Valley (CFNRV) to present on the 2018 GiveBigNRV event.

Kim Thurlow thanked Council for adopting the Proclamation in Recognition of the 5th Annual Community Foundation of the New River Valley's GiveBigNRV Giving Day, and she explained the activities and goals of CFNRV as a charitable foundation that invests endowed funds that are then used to award grants and scholarships in the community. The organization is supported by local donors, and the GiveBigNRV Giving Day is an initiative of foundation to encourage charitable giving in the community. The organization raised \$220,192 during its 2017 giving day event. Ms. Thurlow requested the Town assist in promoting GiveBigNRV and to encourage corporate sponsorships for prizes.

- D. Dr. Sharon Scott, Executive Director of the Montgomery County Chamber of Commerce, to present the Chamber 2018 Report.

Dr. Sharon Scott thanked Council for the opportunity to speak on behalf of the Chamber of Commerce Board of Directors. Dr. Scott presented Council with the Annual Report for 2017, and provided an overview of the Chamber of Commerce Strategic Direction and 2018 Program of Work that detailed the agency's strategic direction, internal/external working committees, and listed the Board of Directors and staff members. Dr. Scott talked about ways the Chamber was working within the Christiansburg community to promote and encourage local/small business shopping and expressed her appreciation for the positive relationship with Christiansburg, and for the support of the Town through attendance at meetings and participation in Chamber-hosted events.

## VII. COMMITTEE REPORTS

- A. Councilwoman Sachs reported on her first Central Business District meeting, noting that the group was in the process of organizing the 2018 farmer's market, and she provided an overview of discussions to permanently close Hickok Street for year-round event use.
- B. Councilman Showalter reported on the NRV Regional Commission meeting held February 22, where the New River Valley passenger rail service was a topic of discussion. Mr. Showalter stressed that increasing passenger numbers in Roanoke and Lynchburg was pivotal to getting passenger rail in the New River Valley, and noted that Christiansburg would be the rail hub for the NRV. The annual NRV Regional Commission meeting will be held at Sinkland Farms this year, and Mr. Showalter encouraged Council, Planning Commission, and Town staff to attend.

## VIII. DISCUSSION BY MAYOR AND COUNCIL

- A. Council action on:  
1. Monthly Bills

Councilman Stipes made a motion to approve the monthly bills, with the exception of \$3,022.83 to be paid to Marketing on Main, seconded by Councilman Collins. Council

voted on the motion as follows: Bishop –  
Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

Councilman Showalter made a motion to approve payment in the amount of \$3,022.83 to Marketing on Main for orders prior to January 1, 2018, seconded by Councilman Stipes. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Abstain; Showalter – Aye; Stipes – Aye.

2. Ordinance amendment to Chapter 42 “Zoning” of the Christiansburg Town Code to allow for research, experimental, or testing laboratories including animals in the I-2, General Industrial District, with a Conditional Use Permit. This request has been withdrawn by the applicant.
3. Contingent on the above ordinance amendment, Conditional Use Permit request by the Economic Development Authority of Montgomery County for tax map parcel 599-1 7 (3.691 acres) to allow for research, experimental, or testing laboratories including animals in the I-2, General Industrial District, with a Conditional Use Permit. The property is designated as Industrial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. This request has been withdrawn by the applicant.

## X. STAFF REPORTS

### A. Town Manager Wingfield:

- A meeting on passenger rail is scheduled for April 26th at 3:00 P.M. at the Christiansburg Aquatic Center.
- Community Housing Partners has requested the Town pay fifty-percent of the cost of an appraisal for the property proposed for the passenger rail facility, and Council agreed to the request.
- Schedule Public Hearing:  
March 13 - Agreement to Amend Montgomery Regional Solid Waste Authority Articles of Incorporation.  
April 24 – Resolution in regards to Montgomery Regional Solid Waste Authority Articles of Incorporation.

On motion by Councilman Stipes, seconded by Councilman Showalter, Council voted to set the Public Hearing as recommended, as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

### B. Town Attorney:

### C. Other Staff:

## XI. COUNCIL REPORTS

- A. Councilman Collins asked the SGA students about their plans for after high school: Finn Jennings said he planned to study kinesiology at UVA, Bethany Stewart plans to study human development at VT, and Adam Semones plans to study at NRCC before transferring to VT. The wrestling students were undecided at this time.
- B. Councilman Bishop reported on the success of the health fair held at the recreation center last Thursday, with several new vendors.
- C. Councilman Showalter thanked staff and Council for moving forward with the curbside recycling program, and talked about the importance of recycling to landfills and local areas

- D. Councilwoman Sachs attended the DCI hosted *Talk of the Town* event, and reported on collaborations for the future of downtown Christiansburg. Ms. Sachs congratulated the wrestling team and Cassidy Cromer and Kaylyn Cromer on their recent state championships, expressing appreciation for the support of the coaches and parents.
- E. Councilman Huppert reiterated the comments of Councilman Showalter concerning the importance of recycling and talked about the benefits of curbside recycling to the community.
- F. Councilman Stipes praised the achievements and goals of the high school students, and talked about the importance of setting the tone for life at a young age.
- G. Mayor Barber informed Council that the March 27 agenda would include a celebration of the high school champions, and a reported on the Montgomery County Board of Supervisors from Chris Tuck and April DeMotts.

## XII. CLOSED MEETING:

- A. Councilman Stipes made a motion to enter into 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. Councilman Showalter seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye. The Closed Meeting was held for discussion of the town manager position.
- B. Reconvene in Open Meeting. Councilman Bishop made a motion to reconvene in Open Meeting, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
- C. 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 Collins and Council voted as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes - Aye.
- D. Council action on the matter. Councilman Huppert made a motion to appoint Randy Wingfield to serve as Town Manager, effective March 12, which would allow time for contract negotiations and background check. Council voted as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes - Aye. Councilman Huppert stated that Mr. Wingfield had the full support of Council, which appreciated his willingness to serve as interim for the past ten months, and had confidence in his abilities to continue serving as town manager. Mr. Wingfield thanked Council for the appointment, and thanked Council and Town staff for their support.

## XIII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:00 P.M.

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Michele Stipes, Clerk of Council

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D. Michael Barber, Mayor

