

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
WORK SESSION MINUTES  
APRIL 3, 2018 – 5:30 P.M.**

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 APRIL 3, 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; Director of Public Relations Melissa Demmitt; Planning Director Andrew Warren; Finance Director Valerie Tweedie; Engineering Director Wayne Nelson; Public Works Director Jim Lancianese; Assistant to the Town Manager Adam Carpenetti; Public Works Superintendent of Streets Travis Moles.

**WORK SESSION**

- I. Call to Order by Mayor Barber
- II. Discussions by Mayor and Council Members
- A. Discussion of the FY 2018-2019 budget.

Finance Director Val Tweedie referred to the proposed draft budget dated March 26, 2018, provided to Council on April 3, and presented a detailed overview of the information contained in the budget. Highlights of Council discussion are as follows:

- Council expressed support for the proposed portable skating rink that would be available for downtown events. Town Manager Wingfield noted that a public meeting would be held with adjoining property owners including Christiansburg Presbyterian Church being notified to discuss future plans for Hickok Street.
- The 2018 projection that support for the cemetery would exceed \$200,000 due to mowing and maintenance, with revenue generated only through burials. Sale of lots goes into perpetual care fund.
- The process for reviewing and approving community contribution applications. Council agreed to increase the contribution amounts for Montgomery-Floyd Regional Library to \$15,000, and for Montgomery Museum to \$18,000. Councilman Bishop expressed strong support for including the Christiansburg Community Center in the budget, and voiced concerns that there may be double standards when dealing with various community organizations. He cautioned Council to be fair in its approval process of the applications. Councilman Showalter expressed support for including Christiansburg Institute in the budget. Finance Director Tweedie reviewed the parameters of the application, which includes the necessity of matching funds for Town contribution

amounts. Council agreed to list cultural funding and community grant funding as separate line items in future budgets.

- The application process for community contributions. Council agreed that the application deadline must be firm for all requests, regardless of circumstance, and further agreed to cut from the FY 2019 budget support to all applicants who submitted past the deadline.
- The Boys and Girls Club is now active in Christiansburg.
- Installation of traffic signal lights at Tower Road (funded and in budget); Quin Stuart Boulevard (under construction); Roanoke Street at Food Lion.
- Consideration of reducing the cigarette tax. Council agreed that Remon Yassa presented valid points in his request on March 27 to reduce or eliminate Town cigarette tax. Mrs. Tweedie reported that if the Town cut its cigarette tax by  $\frac{1}{2}$  effective January 1, it would lose \$110,000 in annual revenue. Councilwoman Sachs commented that every detail matters when dealing with the success of small businesses and a reduction in cigarette tax would help level the playing field for Christiansburg's convenience stores and gas stations. Council talked about the necessity of taxes to generate revenue to continue the Town's service-based operations, and Mayor Barber noted that some taxes, such as meals tax and cigarette tax, were elective in nature. Councilman Showalter commented that a reduction in taxes could necessitate adjustments to the wants and needs of the community. Council agreed to assign Councilman Bishop to work with town staff to study the matter for consideration in the FY 2020 budget.
- Adding council members to the Town's health insurance policy. Life insurance would also be offered at full cost to the individual.
- Council agreed that the salary range of the assistant town manager that had been advertised, with the only bottom tier to market rate.advertised, made the position look like the salary was too low and authorized the town manager to advertise a wider pay range and hire as appropriate based on experience.
- Council stated verbal support for the budget, with the noted changes to community contributions, and directed that the budget was ready to be advertised.

### III. 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 Bishop seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye. The Closed Meeting was in reference to the Director of Finance.
- B. Reconvene in Open Meeting.
- 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. No action was taken by Council.

IV. Adjourn

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 7:20 P.M.

---

Michele Stipes, Clerk of Council

---

D. Michael Barber, Mayor