

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
MAY 22, 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 MAY 22, 2018 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Finance Director/Treasurer Val Tweedie; Planning Director Andrew Warren; Events Coordinator Casey Jenkins; Director of Public Relations Melissa Demmitt; Director of Aquatics Terry Caldwell; Director of Parks and Recreation Brad Epperley; Engineering Director Wayne Nelson; Public Works Director Jim Lancianese; Superintendent of Street Travis Moles.

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

- A. A Conditional Use Permit request by Safe Haven Family Services, Inc., agent for Quorum Holding Corporation for a single-family residential dwelling at 2175 Palmer Street, N.E., tax map no. 466 – A – 17 in the B-3, General Business zoning district. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Stephan Crawford, CEO and owner of Safe Haven Family Services, Inc., explained that in 2002 the residential dwelling at 2175 Palmer Street was licensed and approved for use as a group home. The property has transferred to several businesses since then, and recently transferred back to Safe Haven Family Services. Mr. Crawford has requested a CUP to resume use of the property as a group home. The home would house no more than four individuals at a time and is centrally located in town.

- B. Water and sewer rate increase for FY 2018 – 2019.

Town Manager Wingfield reported that a \$1.00/1,000 gallon increase had been proposed in the FY 2018-2019 annual budget and had been appropriately advertised.

C. Annual budget for FY 2018 – 2019.

Town Manager Wingfield reported on the proposed balanced budget and highlighted the major changes included in the document.

IV. CONSENT AGENDA

- A. Council meeting minutes of May 8, 2018 and May 16, 2018.
- B. Monthly Bills.
- C. Contract with Cardno for Facility Assessment Services.
- D. Contract for with ABS Technology for Data Backup and Recovery.

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

Council discussed an email from Councilwoman Sachs pertaining to the volume of Town monies supporting businesses outside of Christiansburg and Montgomery County through purchases on a monthly basis. Recognizing that the local business community pays taxes and brings revenue into the town, Ms. Sachs recommended that, in moving forward, the Town make every effort possible to support local businesses through its purchases, in a fiscally responsible manner. Councilman Stipes supported the recommendation and noted that, while Ms. Sachs comments may appear self-serving as a local business owner, he heard similar comments from the community during his latest election campaign. Councilmen Huppert and Showalter agreed, and noted they have received similar comments from the public. Town Manager Wingfield informed Council that the Town's internal policies were to support local businesses when possible, and he explained the Virginia procurement laws that dictate how the Town does its purchasing based on dollar amounts, noting that location was not a determining factor in selecting bids according to the law. When allowed per procurement laws, the Town does attempt to make purchases locally within the town and county, prior to patronizing businesses outside the community. Town Attorney Fontana supported Mr. Wingfield's comments by further explaining Virginia's procurement laws as they relate to government purchases, and she suggested the Town review past bid responses to get an idea of the number of local bids submitted. Mr. Wingfield offered to encourage future opportunities to purchase locally by making local businesses aware of procurement policies and protocols, and by offering instruction on ways to develop a competitive bid. Mayor Barber commented that he would like the Town to consider developing a purchasing protocol for employee shirts that would provide a department-wide consistent standard.

V. CITIZEN COMMENTS

- A. Bob Leonard, Chairman of the Christiansburg Institute Board, addressed Council with a statement endorsed by CI Board and alumni. Mr. Leonard thanked the Town for its consideration of CI's community funding application and offered context and clarity to what he described as erroneous statements of Council during its work session on May 16, related to the handling of past Town contributions. Mr. Leonard stressed that information regarding the spending of Town contributions has always been providing in funding request applications for

Council information, along with the respective financial statement, noting that the Town had been made aware that the first seven years of contributions supported operational costs of CI and the eighth year paid for a professional consultant to assist with long-term goals to revitalize the Edgar A. Long building. Mr. Leonard outlined CI's endeavor to build public programs each year that would increase the organization's visibility within the community, and noted that the success of these programs is dependent upon government and community contributions. If funded this year, Mr. Leonard pledged that a formal authority would be formed in partnership with the Town and other invested partners in the community. Council thanked Mr. Leonard for the information he provided.

VI. INTRODUCTIONS AND PRESENTATIONS

A. Aprille Kelly to present regarding Relay for Life.

Aprille Kelly, staff partner for the American Cancer Society and the Relay for Life event, introduced her assistants Pat Worrell and Donna Christian, and reported on the Relay for Life fundraiser scheduled for June 1, 2018, 6:00 P.M. at the Christiansburg Middle School. Ms. Kelly explained how funding raised by the campaign supported cancer research, and she thanked the Town for posting a sign at Town Hall advertising the event.

B. David Moore to present regarding the Christiansburg Community Center.

Mr. David Moore presented Council with an update on the improvements made to the Christiansburg Community Center, now known as Old Hill School Community Center, that were supported by contributions from the Town and community. Using slides, Mr. Moore showed before and after photos of renovations that included roof repairs and a meeting room. Future plans to renovate a number of meeting rooms and restrooms was shared, along with the long-term goal to replace thirty-four windows at an estimated cost of \$123,000. Mr. Moore reported that 20% of funds needed for the window replacements had been raised, with plans for various future fundraisers underway, and he thanked Council for its continued support of the community center. Mayor Barber commented that he had recently attended several events in the new meeting room at the community and he complemented Mr. Moore on the renovations. Councilman Bishop noted that the community center was open for public use.

C. Wayne Nelson, Engineering Director, to present regarding the Cambria Trail, a potential VDOT Smart Scale funded project.

Wayne Nelson presented Council with information on the proposed Cambria Trail, a potential VDOT Smart Scale funded project, and noted that the information provided was based on a report by Hurt & Proffitt, Inc., dated April 24, 2018. An aerial map was used to indicate the routes and connectors of the trail that is proposed to run along Cambria Street, Depot Street, and Roanoke Street. Mr. Nelson explained the proposed roadway improvements that would be necessary to accommodate the pedestrian trail and talked about the challenges faced in crossing/bypassing the Norfolk Southern railroad in Cambria that may require purchase of a right-of-way. The proposed Cambria/Depot Street routes had a combined estimated cost of \$4,750,466 (does not include Norfolk Southern right-of-way purchase), and Mr. Nelson noted that if approved by VDOT, Smart Scale funding could potentially provide 100% of funding for the project. Smart Scale funding preapplications are currently underway and due June 1, 2018, with final applications for up to four projects due by August 1, 2018 that include Parkway Drive extension to S. Franklin Street; N. Franklin Street/Depot Street intersection upgrade; N. Franklin Street/Peppers Ferry Road Connector Route, and the proposed Cambria Trail if approved for submission by Council. Council agreed to include the proposed Cambria Trail as the fourth

project to be included in the Smart Scale funding application. Councilman Huppert talked about the stream restoration and park revitalization of Depot Park and commended Town staff for a great job in changing the area into a destination place.

- D. Wayne Nelson to introduce Dr. William R. Knocke, the New River Regional Water Authority Board Member-at-Large appointed May 8, 2018.

Mr. Nelson welcomed and introduced Dr. Knocke and provided a brief resume of his background as a Virginia Tech engineering professor, and he talked about the valuable technical knowledge Dr. Knocke would bring to the New River Regional Water Authority Board as a member-at-large. Dr. Knocke thanked Mr. Nelson for the introduction, and Council for the appointment, and offered to answer any questions. Dr. Knocke shared that he was a forty-year professor at Virginia Tech with a technical emphasis on water and wastewater treatment, and he talked about the high quality of water in the New River Valley. Dr. Knocke said the Town was blessed to have a strong leadership staff, and that he was looking forward to working with the board on regional water matters. Council expressed its appreciation for Dr. Knocke's willingness to serve the community in this capacity.

VII. COMMITTEE REPORTS

- A. Councilwoman Sachs reported on the Central Business Committee meeting held May 9 and highlighted discussions regarding the effect of permanently closing Hickok Street, Opportunity Zones program offered by Governor Northam, a Funders Forum recap, downtown parking, and a request for information on the meals abatement program implemented in Wytheville, Virginia as a possible model for Christiansburg

VIII. DISCUSSION BY MAYOR AND COUNCIL

- A. Reappointment of Barry Helms to the Montgomery Regional Solid Waste Authority Board of Directors for a one-year term beginning July 1, 2018. Councilman Showalter made a motion to appoint Barry Helms to the Montgomery Regional Solid Waste Authority Board of Directors for a one-year term beginning July 1, 2018, seconded by Councilman Stipes. Council voted on the motion as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
- B. Councilman Stipes recommended taking action on the request for a Conditional Use Permit by Safe Haven Family Services, Inc., agent for Quorum Holding Corporation for a single-family residential dwelling at 2175 Palmer Street, N.E., tax map no. 466 – A – 17 in the B-3, General Business zoning district. The Town and Planning Commission have received no public comments for or against the CUP request and the Planning Commission unanimously recommended approval of the request. Councilman Stipes made a motion to issue the CUP as recommended by the Planning Commission, seconded by Councilwoman Sachs. 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

1. Town Manager Wingfield requested permission to publicize the proposed employee insurance contributions for FY 2018-2019, which are subject to approval of the budget; Council approved the request.
- B. Town Attorney:
- C. Other Staff:

XI. COUNCIL REPORTS

- A. Councilman Bishop, no report.
- B. Councilman Showalter, no report.
- C. Councilman Stipes commended Aquatics Director Terry Caldwell on hiring effective staff, specifically the Adult Learn to Swim instructor Clare Mann. Mr. Stipes said he recently completed the program and encouraged anyone interested in learning to swim to sign up for the program.
- D. Councilman Huppert wished all a happy Memorial Day weekend.
- E. Councilwoman Sachs provided an update to her comments during the work session on May 16 regarding Christiansburg Institute's use of prior Town funding. Ms. Sachs said her opinion at that time was based in part on inaccurate information. Since then, clarification and accurate information had been provided to her and she expressed her support for continued funding of CI.
- F. Mayor Barber reported on the Memorial Day service at Sunset Cemetery at 6:30 P.M., hosted by the VFW and American Legion, and Council's invitation to a Virginia Tech dinner meeting tomorrow for presentation of its Master Plan. Councilman Showalter added that curbside recycling community input meetings were scheduled for May 23 at 5:30 P.M. at the aquatic center, and June 5 at 5:30 P.M. at Town Hall.

XII. OTHER BUSINESS

- A. Councilman Stipes made a 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 Closed Meeting pertains to discussions regarding potential recreational property in Montgomery County as well as potential public works property in Montgomery County. The motion was seconded by Councilman Showalter and voted upon as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
- 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 Councilwoman Sachs and Council voted as follows: Bishop – Aye; Collins – Absent; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes - Aye.
- D. Council action on the matter. No action was taken by Council.

XIII. ADJOURN

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

Michele Stipes, Clerk of Council

D. Michael Barber, Mayor