

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
SEPTEMBER 25, 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 SEPTEMBER 25, 2018 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Clerk of Council Michele Stipes; Town Attorney Jim Guynn; Finance Director/Treasurer Val Tweedie; Director of Engineering Wayne Nelson; Director of Aquatics Terry Caldwell; Public Relations Specialist Anaika Miller; Events Coordinator Casey Jenkins; Fire Chief Billy Hanks; Aquatics Operations Supervisor Chrystal Jones; Police Chief Mark Sisson; Superintendent of Street Travis Moles; Superintendent of General Services David Sutphin; Crew Supervisor for Utilities John Kirtner; Traffic Signal Maintenance Supervisor Casper Violette.

- I. CALL TO ORDER
  - A. Moment of Reflection
  - B. Pledge of Allegiance
- II. ADJUSTMENT OF THE AGENDA
- III. PUBLIC HEARING
- IV. CONSENT AGENDA
  - A. Approval of Council Minutes of September 11, 2018.
  - B. Monthly Bills.
  - C. Purchase order for backhoe from Carter Machinery Company in the amount of \$152,828.
  - D. Contract for Ignition SCADA Systems in the amount of \$145,000.
  - E. Authorization of a contract in excess of \$100,000.00 to SCS Engineers for Landfill Professional Services.
  - F. Authorization of a contract in the amount of \$583,791.07 to Boxley Materials Company for reconstruction of John Lemley Lane and Howery Street.
  - G. Schedule Public Hearing on November 13, 2018 for a Conditional Use Permit request by David P. Hill, agent for Junkin Street Partners LLC for a Planned Housing Development to consist of a multiple-family dwelling with up to 20 dwelling units on an approximately 1.031-acre parcel (tax map no. 527-12-7) located at 200 Junkin Street, N.E. in the R-3, Multi-Family Residential zoning district. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Councilman Bishop made a motion to approve the consent agenda, seconded by Councilman Showalter. Councilwoman Sachs commented that while reviewing the monthly bill list she noticed that several bills were still leaving Montgomery County, and she expressed her disappointment and stated that she believed the Town could do more to support local business. Town Manager Wingfield commented that the Town's Purchasing Policy was scheduled for discussion at the next regular Council meeting. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye.

V. INTRODUCTIONS AND PRESENTATIONS

A. Introduction of New Employees:

1. Chrystal Jones, Aquatic Center Operations Supervisor
  - Zach Clark, Lifeguard Crew Leader
2. John Kirtner, Public Works
  - Cody Anders, Maintenance Worker, Utilities
3. Casper Violette and Travis Moles, Public Works
  - Lucas Shelton, Maintenance Workers, Streets
4. Micheal Huesman, Public Works
  - Joseph Cook, Maintenance Worker, ROW\*

\*Mr. Cook was not present and will be introduced at a future meeting.

B. Cindy Green Snider, Small Business Loan Officer with Virginia Community Capital, to present on their loan programs.

Cindy Snider thanked Councilwoman Sachs for the invitation to introduce Virginia Community Capital (VCC) to the Town of Christiansburg, which was founded in 2006 by Governor Mark Warner. VCC is a Community Development Financial Institution dedicated to improving the lives of individuals and enhancing communities through small business loans, real estate lending projects, investment opportunities, advisory services, and public and private sector partnerships that provide for specific community development programs. Ms. Snider talked about the different products and services offered by VCC, and how each was designed to positively impact Virginia communities. In closing, Ms. Snider provided her contact information and offered to consult with Council on ways VCC could serve Christiansburg. Council thanked Ms. Snider for her presentation.

C. Montgomery County Economic Development Director Brian Hamilton to present in regards to a potential GO Virginia grant application for development of a building pad in the Falling Branch Corporate Park.

Mr. Hamilton thanked Council for the opportunity to speak and presented Montgomery County's request that the Town participate in a GO Virginia grant application to support the development of a pad for a future building in the Falling Branch Corporate Park, Phase II, which was purchased by the county in 2017. Council was provided a packet that detailed grant application information and provided maps showing the layout of the park and indicating the building site. Mr. Hamilton talked about the state's prioritized industry clusters and summarized the goals to create the types of businesses that were prioritized for this region.

According to Mr. Hamilton, having a building pad, with utilities in place, was crucial to attracting businesses, and at this time, no business has expressed an interest in this location. Mr. Hamilton provided an overview of the grant application and explained the proposed \$300,000 commitment of Christiansburg. Mr. Hamilton noted that a commitment from Council was needed tonight to meet the October 15 application deadline, but noted that funds would not be needed until the next fiscal year. It was noted by Town Manager Wingfield that there has been talk between Christiansburg and Montgomery County about moving the corporate park into town limits, and Assistant Town Manager Warren pointed out that the corporate park was located within the Town's designated "Opportunity Zone". Council asked about the involvement of NRVRC and VDOT, and Mr. Hamilton stated that the immediate focus was on obtaining a GO Virginia grant that included the involvement of Montgomery County, Christiansburg, and the Economic Development Authority.

D. Fire Chief Billy Hanks to present Fire Department Annual Report.

Fire Chief Billy Hanks presented Council with the Fire Department Annual Report for FY 2018 that highlighted the following:

- The FD has a membership of forty volunteers, which is expected to increase to sixty-five with construction of the satellite fire station on Roanoke Street that would provide service to the east end of town and improve the Town's ISO rating.
- An incident type summary was provided that indicated the largest percentage of calls was for rescue and medical assistance.
- A three-year comparison chart was provided that indicated a steady increase in call volume. Chief Hanks noted that the volume of calls created more demand on the volunteers and that the department continued to seek ways to improve efficiency in answering calls.
- Chief Hanks provided an overview of the fire inspections program managed by Deputy Fire Marshal Curtis Whitt. 1,434 inspections and re-inspections were completed in FY 2018.
- Chief Hanks reported on the fire department's participation in providing safety/emergency measures for community events, including the recent Food Truck Rodeo, and its involvement and participation in many community events, activities, and public outreach services.
- The conceptual design is underway for the new satellite fire station on Roanoke Street and will be presented to Council at a future meeting. There are currently no firefighter construction grants for fire stations available; however, the department continues to seek alternative funding.
- Chief Hanks talked about continued volunteer training that included training at the new regional fire training center on Merrimac Road.
- The CFD is actively involved in the Virginia State Firefighters Association and the SWVA Firefighters Association.
- The CFD received a new Squad Truck and a new Brush Truck provided by capital replacement funding through Montgomery County.
- The CFD is partnering with the Montgomery County Sheriffs Department and other local law enforcement agencies to participate in the Growth through Opportunities Program (GTO). Chief Hanks talked about the importance of the program and its goals that improve the lives of area youth. Mr. Hanks called this program one of the best partnerships the department has ever had.

- Fire Chief Hanks received the Governor's Virginia Volunteer Fire Chief of the Year award from the Virginia Fire Chiefs Association, Inc.

Council thanked Chief Hanks for the annual report and for the dedicated service of the fire department.

- E. Jim Hawley to present on a potential donation to the Town of Christiansburg from Nancy Nixon, Margot Thompson, and Joe Thompson.

Mr. Hawley presented Council with a letter from Nancy Nixon, Margot Thompson and Joe Thompson, offering the town a donation of \$100,000 to help facilitate goals in the Town's Destination 2022, and the letter provided suggestions on possible uses. Ms. Nixon, Mrs. Thompson and Mr. Thompson are long-time residents of Christiansburg and expressed they are offering the donation out of a love for their hometown. In addition, the letter noted that the families did not agree with the permanent closing of Hickok Street and the request was presented that the donation not be used to support or promote any event or activity at that location. Also detailed in the letter was the offer to increase the recycling service fees for Ms. Nixon and the Thompsons by \$5.00 to help pay the fee for two Christiansburg families most in need. The families requested a meeting with Council, if the Town was interested in accepting their offer. A copy of the letter is attached for details.

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION BY MAYOR AND COUNCIL

- A. Reappointment of Richard Ballengee to New River Valley Agency on Aging Board and Steve Huppert as Alternate (October 1, 2018 to September 30, 2019).

Councilman Showalter made a motion to reappoint Richard Ballengee to the New River Valley Agency on Aging Board and to reappoint Steve Huppert to serve as alternate, for a one-year term from October 1, 2018 to September 30, 2019, seconded by Councilman Collins. Councilman Bishop questioned the absence of Mr. Ballengee and referred to Town policy requiring individuals seeking appointment or reappointment to come before Council for introduction prior to the appointment/reappointment. Town Manager Wingfield noted that he did not invite Mr. Ballengee to attend the reappointment because of his long-time service to the Town as a council member and mayor, and because he was so well known to Council. The majority of Council acknowledged that Mr. Ballengee needed no introduction and expressed a willingness to act on the reappointment without the presence of Mr. Ballengee. Councilman Huppert noted that he had served as alternate for many years and offered the position to any other council member that may be interested. Hearing no other interest, Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye.

- B. A resolution recognizing the eligibility for Line of Duty Act benefits for volunteers of the Christiansburg Fire Department and Christiansburg Rescue Squad.

Town Manager Wingfield explained that the Town's fire and rescue volunteers were already receiving Line of Duty Act benefits and that the resolution was to satisfy state requirements. Councilman Showalter made a motion to approve the resolution, seconded by Councilwoman

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

C. Consideration of a potential GO Virginia grant application for development of a building pad in the Falling Branch Corporate Park.

Councilman Showalter made a motion to approve participation in the GO Virginia grant application, and to accept financial responsibility up to \$300,000, as presented by Brian Hamilton, Montgomery County Economic Director, noting that this project would spearhead economic development as expected by the town's citizens. Councilman Collins seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye.

IX. STAFF REPORTS

- A. Town Manager Wingfield: No report
- B. Town Attorney:
- C. Other Staff:

X. COUNCIL REPORTS

- A. Councilman Collins reported on the well-attended 8-Mile Bridge Walk held September 22 and was hosted by the recreation department.
- B. Councilman Bishop reported on the Town-hosted goat yoga held September 20 that had sixty-five participants.
- C. Councilman Showalter, no report.
- D. Councilman Huppert reported on the successful Food Truck Rodeo held September 21 and hosted by DCI.
- D. Councilwoman Sachs reported on the Christiansburg Institute's fundraiser "Cooking Around the World" scheduled for October 6. Ms. Sachs noted she attended the Virginia State Police ribbon cutting held September 24.
- E. Mayor Barber reported that he was preparing a proclamation for Fire Prevention Week, October 7 – 13, and that the Christiansburg Fire Truck Parade was scheduled for October 2 at 7:00 p.m.

XI. OTHER BUSINESS

- A. Closed Meeting:
  - 1. Councilman Showalter made a motion to enter into a Closed Meeting in accordance with Code of Virginia § 2.2-3711(29) for the discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. The discussion pertains to the former Truman Wilson land development contract and receipt of a Public-Private Education Facilities and Infrastructure Act of 2002 (PPEA) proposal for development of the land as a park. The motion was seconded by Councilman Collins and voted upon as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye.
  - 2. Reconvene in Open Meeting.

3. Certification. Councilman Showalter 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 voted upon as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye.
4. Council action on the matter. Councilwoman Sachs made a motion to accept the PPEA from Branch Construction for review and to advertise for competing bids for a period of sixty days. The motion was seconded by Councilman Huppert and voted upon as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye.

Councilman Showalter took a moment to thank Downtown Christiansburg, Inc. (DCI) and town staff for organizing the successful Food Truck Rodeo. Mr. Showalter said Christiansburg was the envy of other localities for its anticipated downtown events and ability to accommodate large crowds.

Mayor Barber noted that Andrew Warren, Planning Director and Assistant Town Manager, has held the position of liaison to DCI for several years, and he asked if Mr. Warren was interested in turning the position over to Events Coordinator Casey Jenkins. Mr. Warren commented that Mr. Jenkins has been attending DCI meetings and works with the group on downtown events, and he agreed to assign Mr. Jenkins as liaison to DCI and also as liaison to Montgomery Museum, for the same reasons.

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:44 P.M.

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Michele Stipes, Clerk of Council

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D. Michael Barber, Mayor