

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
SPECIAL MEETING MINUTES
JANUARY 29, 2019 – 6:00 P.M.**

A SPECIAL MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON JANUARY 29, 2019 AT 6:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Clerk of Council Michele Stipes; Finance Director/Treasurer Val Tweedie; Director of Engineering Wayne Nelson; Assistant Director of Engineering Steve Palmer; Aquatics Director Terry Caldwell; Human Resources Director Dave Brahmstadt; Public Works Director Jim Lancianese; Superintendent of Streets Travis Moles; GIS Coordinator Dayton Poff; Fire Chief Billy Hanks; Major Chris Ramsey; Police Chief Mark Sisson; Assistant to the Town Manager Adam Carpenetti.

WORK SESSION

I. CALL TO ORDER

II. DISCUSSION BY MAYOR AND COUNCIL

A. Employee Salary Survey.

Director of Human Resources Dave Brahmstadt thanked Council for the opportunity to speak and introduced Mr. Bill Ford of SESCO Management Consultants, and thanked the staff working group comprised of Mark Sisson, Val Tweedie, Wayne Nelson, Jim Lancianese, Andrew Warren, and Randy Wingfield for their assistance in producing an employee compensation plan that would allow the Town to be competitive in the job market and would address issues with recruitment and retention within the Public Works Department, which Mr. Brahmstadt said was higher than average for this area. Council members were provided a copy of the proposed compensation plan. Mr. Ford talked about the methods of evaluation and data collection used in completing the salary survey and used to develop the compensation plan, which included a feasibility study. Mr. Ford stressed that the goal of the plan was to be competitive enough to slow down turnover, and Mr. Brahmstadt reported on additional measures to recruit and retain Public Works employees with career progression through cross functional training, expected to begin July 2019. Mr. Ford reviewed with Council the proposed pay code analysis and explained how current employees would be merged into the new pay range. He then provided a breakdown of current full-time salary costs and noted that the proposed compensation plan, if adopted, would add an additional \$499,596.48. Mr. Brahmstadt proposed an addendum to the FY 2018-2019 budget in the prorated amount of \$174,000 that would allow the plan to go into effect in April 1, 2019, which Mr. Brahmstadt said would be advantageous to the Public Works Department and would correspond with open enrollment period for benefits and health insurance. Mr. Brahmstadt noted that the proposed pay plan was comparable to surrounding localities and

that merit pay and COLA for FY 2019 – 2020 would be in addition to the proposed compensation plan. Noting that the current salary costs provided were only for full-time employees, Councilman Showalter requested Council be provided complete salary costs that include part-time employees. Councilman Showalter further asked if Mr. Brahmstadt was planning future performance reviews for merit increases; Mr. Brahmstadt replied that he was, and explained the merit score breakdown based on the three categorical departments used in the proposed compensation plan: Administration, Public Safety, and Public Works. Mr. Brahmstadt noted that final decisions on health insurance for FY 2019-2020 had not yet been made. Council thanked Mr. Brahmstadt and Mr. Ford for their presentation.

B. Council Follow-Up Task List.

Council reviewed each line item on the Follow-Up Task List and revisions to the list were made accordingly.

Items of note added to the list:

- Staff to consult with VT regarding Town facility sponsorship program.
- Future discussion regarding merchant fee for credit card payments (March 12, 2019).
- Future discussion regarding privatization of garbage service.

C. Special Events Demonstration Ordinance.

Town Attorney Mark Popovich wrote the proposed ordinance with the assistance of Police Chief Sisson, Major Chris Ramsey, and Assistant Town Manager Andrew Warren. It was noted that the ordinance was drafted in response to the 2017 violent rally in Charlottesville, Virginia. Assistant Town Manager Warren and Major Ramsey reviewed the ordinance with Council and highlighted that the purpose of the ordinance was not to prevent demonstrations, rallies, or picketing, but rather to ensure public safety and minimal disruption during events. The ordinance is broken down into two divisions: 1) Parades, Festivals, Runs/Walks; 2) Pickets, Rallies, Demonstrations. The proposed ordinance is similar to the ordinance put into place by Blacksburg in 2018, and Major Ramsey explained the importance of similar models due to the existing Mutual Aid Agreement between Christiansburg, Blacksburg, and Montgomery County. Councilman Stipes expressed support for the ordinance, with the exception of the 90-day notice requirement and the \$25 application fee, which he said could create barriers. Major Ramsey explained that in preparing for events, time was needed for planning, street closures, and organizing manpower. The level of planning would vary based on the size of the event, but Major Ramsey pointed out that it was important to be consistent with all applicants. Councilman Huppert said he did not think the \$25 fee would be a burden for applicants, and Mr. Warren noted that the fee could be rolled into a special event grant application. A Public Hearing for the proposed ordinance has been scheduled for February 12, 2019, with Council action scheduled for February 26, 2019.

III. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the special meeting at 7:46 P.M.

Michele Stipes, Clerk of Council

D. Michael Barber, Mayor