

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
SEPTEMBER 24, 2019 – 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 24, 2019 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Clerk of Council Michele Stipes; Town Attorney Mark Popovich; Finance Director/Treasurer Val Tweedie; Planning Director Will Drake; Public Relations Director Melissa Demmitt; Special Events Coordinator Casey Jenkins, Operations Supervisor Chrystal Jones; Director of Public Works Jim Liancianese; Superintendent of Streets Travis Moles; Fire Chief Billy Hanks; Director of Aquatics Terry Caldwell; Police Chief Mark Sisson; Planning Director Will Drake; Director of Engineering Wayne Nelson.

**I. CALL TO ORDER**

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

**II. ADJUSTMENT OF THE AGENDA**

- A. Add Fire Department request for approval of a purchase order from Atlantic Emergency Solutions for a new ladder truck.
- B. Add Street Committee report/recommendation on a Boundary Line Vacation/Relocation between Lots 1 – 4, and Dedication of Right-of-Way, Gateway Plaza.
- C. Request by Councilwoman Sachs to vote on the monthly bill list separately from the Consent Agenda.

**III. PUBLIC HEARING**

- A. Town of Christiansburg Community Development Block Grant Consolidated Plan and Annual Action Plan.

Assistant Town Manager Andrew Warren reported on the 2019 Community Development Block Grant Consolidated Plan and Annual Action Plan, required by the U.S. Department of Urban Housing and Development prior to accepting approximately \$107,000 in grant funding, to be used for infrastructure improvement in the Park District. The potential funding has been programmed for water line improvements.

#### IV. CONSENT AGENDA

- A. Council meeting minutes of September 10, 2019.
- B. Monthly Bill List.
- C. Resolution recognizing October 6 – 12, 2019 as Fire Prevention Week.
- D. Approval of amendment to the Professional Services Engineering Contract with Peed and Bortz, LLC. in the amount of \$106,300 for additional design services for construction of a new water tank and pumping station to serve the Edgewood / Tanglewood area.
- E. Resolution in support of Cambria Trail Fiscal Year 2021-22 VDOT Revenue Sharing Program Funding Application.
- F. Resolution in support of Betty Drive NW Realignment Fiscal Year 2021-22 VDOT Revenue Sharing Program Funding Application.
- G. Resolution in support of Hickok Street Improvements Fiscal Year 2021-22 VDOT Revenue Sharing Program Funding Application.
- H. Resolution in support of North Franklin Sidewalks, Elm Street to Mill Lane Fiscal Year 2021-22 VDOT Revenue Sharing Program Funding Application.
- I. Resolution in support of Arbor Drive NE – Peppers Ferry Road Intersection Improvements Fiscal Year 2021-22 VDOT Revenue Sharing Program Funding Application.
- J. Resolution in support of North Franklin Street – Wades Lane Intersection Pedestrian Improvements Fiscal Year 2021-22 VDOT Transportation Alternative Program Funding Application.
- K. Resolution in support of South Franklin Street – First Street Intersection Pedestrian Improvements Fiscal Year 2021-22 VDOT Transportation Alternative Program Funding Application.
- L. Approval by Town Council of the “Second Amended and Restated Water Agreement among the Town of Blacksburg, Virginia, Town of Christiansburg, Virginia, Virginia Polytechnic and State University, Montgomery County Public Service Authority, Montgomery County, Virginia and NRV Regional Water Authority, amended as of July 2, 2019.”

Councilwoman Sachs explained that her request to vote separately on the monthly bill list was due to her ongoing concerns with the Town spending money outside of Montgomery County for goods and services. Councilman Showalter made a motion to approve the Consent Agenda, with exception of the monthly bill list, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

Councilman Stipes made motion to approve the monthly bill list, seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Nay; Showalter – Aye; Stipes – Aye.

#### V. INTRODUCTIONS AND PRESENTATIONS

- A. Introduction of New Employees:
  - 1. Wayne Nelson, Director of Engineering and Special Projects
    - Michael Kelley, Assistant Director of Engineering, Land Development and Operations
  - 2. Travis Moles, Public Works Department
    - James Ward, Traffic Control Technician Trainee
  - 3. Max Brown, Public Works Department
    - Okey Morris, Maintenance Worker I

4. Chrystal Jones, Aquatic Operations Supervisor
  - Eric Johnson, Lifeguard Crew Leader

VI. CITIZEN COMMENTS

- A. No comments.

VII. COMMITTEE REPORTS

- A. Stipes and Collins - Street Committee Report/Recommendation on:

1. Subdivision Plat of Craig Mountain, Section XIII being Tax Parcel 528-A-96 and 528-A-97 Situated Along Flint Drive, S.E. Councilman Stipes reported that the subdivision would complete build-out of the existing cul-de-sac with eight building lots. The request conforms with the subdivision ordinance and the Street Committee recommended approval. Councilman Stipes made a motion to approve the request, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Collins – Abstain; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
2. Plat showing Boundary Line Vacation and Relocation between Lots 1 – 4, and Dedication of Right-of-Way, Gateway Plaza. Councilman Stipes explained the reconfiguration of the existing lots to accommodate a new traffic signal and a dedication of Town right-of-way. The request conforms to the subdivision ordinance and Councilman Stipes made a motion to approve the plat with minor administrative changes as deemed appropriate. Councilman Showalter seconded the motion and Council voted as follows: Bishop – Aye; Collins – Abstain; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Council action on:

1. Conditional Use Permit request by NRV Marketplace LLC for a Planned Commercial Development, comprehensive sign plan and farmers' market for property located at 2501-2785 Market Street NE (tax map no. 436-5-1) in the B-3, General Business District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held September 10, 2019.

Councilman Stipes made a motion to approve the Conditional Use Permit request as amended and dated September 16, 2019, seconded by Councilman Showalter. The amendment changed the main entrance sign height from 70' to 54', which would be the same elevation as the NRV Mall sign located across the street on the corner of Peppers Ferry Road and North Franklin Street, and increased the overall sign square footage to 325 square feet. The Planning Commission had recommended denial of the sign at 70' at its meeting on September 3, 2019. At the Planning Commission September 16, 2019 meeting, the Commission expressed support for the reduction in sign height to 54' and increased square footage in sign area, given the overall reduction in the number of freestanding signs possible for the site along the street frontages. Council discussed the ordinance allowance and eligibility for special approval for development of large properties, and talked about the differences between actual sign height and ground elevation. Steve Semones of Balzer and Associates offered details of the sign design using a rendered image, and Councilman

Huppert cautioned against over-signage. Council voted on the motion as follows: Bishop – Nay; Collins – Nay; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

2. Ordinance to rezone 125.652 acres commonly known as the Meadows Golf Course and Shepherd Property (parcel ID nos. 016377, 016381, 016378, 230266, 230267, 230268) from A, Agricultural to R-2, Two-Family Residential with proffers. The property is located on the western boundary of the Town of Christiansburg adjacent to Chrisman Mill Road, Round Meadow Drive, Putter Lane, and Norfolk Southern Railroad right-of-way. The Public Hearing was held September 10, 2019.

Councilman Collins stated that as liaison to the Planning Commission, he made the motion to recommend Council approve the rezoning with proffers. It was later suggested that he had a conflict of interest in the matter, but the Town's legal counsel determined that it did not appear to be a conflict of interest. Councilman Collins has chosen to abstain from the Council vote to avoid even the potential appearance of a conflict. Councilman Huppert noted he was unable to support the request due to concerns with the condition of Chrisman Mill Road and Silverlake Road. Councilman Stipes made a motion to approve the rezoning request with submitted proffers, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Collins – Abstain; Huppert – Nay; Sachs – Aye; Showalter – Aye; Stipes – Aye.

3. Ordinance to rezone 0.360 acres (portion of property tax map nos. 530-18- 1-7) from A, Agricultural to R-3, Multi-Family Residential. The property is located at 2175 – 2235 Giles Drive SE in the Reagan's Pointe subdivision. The Public Hearing was held September 10, 2019.

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

B. Update on Homestay Program registration.

Assistant Town Manager Andrew Warren explained the homestay application process and noted that the Town had received and approved thirty applications, and had issued twenty-five business licenses for homestay uses. Using the Airbnb website, the Town had identified seven properties advertising as a homestay host that did not have applications or business licenses on file. The Town has contacted the property owners and is pursuing compliance. Homestay websites will continue to be monitored for unregistered properties in Christiansburg. Councilwoman Sachs expressed her disappointment that the county was not willing to work with the Town to identify unregistered homestay hosts. Town Manager Wingfield noted that the Commissioner of Revenue was not willing to share collected information citing a Code of Virginia section related to privacy. Finance Director Val Tweedie said the Town could identify properties by comparing this years' personal property tax receipts with last years. Council thanked Mr. Warren for the report and encouraged him to continue to aggressively monitor for homestay ordinance compliance.

C. Discussion of proposed mural at the Christiansburg Library and Montgomery County's Policy for Placement of Town Sponsored Murals on County-Owned Property.

As a follow-up to Council's consensus on August 13 to accept the Montgomery-Floyd Regional Library's invitation to partner in painting a historic themed mural on the back of the library, Town Manager Wingfield reported that on September 9, the Montgomery County Board of Supervisors adopted a policy on placement of murals on county-owned property, prior to approval of a resolution authorizing the library mural contingent on the Town meeting the criteria of the newly adopted policy. After reviewing the policy, Council expressed concern that the Town could be held solely responsible for the maintenance and removal of the mural at the discretion of the county, which could become costly, especially if the building were to be damaged during sandblasting removal. In addition, Council agreed it wasn't willing to move forward with the project without the support of the County, and Councilman Showalter made a motion to withdraw from the mural partnership with the library. Councilman Collins seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Huppert – Nay; Sachs – Aye; Showalter – Aye; Stipes – Aye. Mayor Barber noted he would inform the county of the Town's decision at the next monthly liaison meeting.

D. Discussion of Christiansburg Farmers' Market location.

Due to the Hickok Street storm drainage project, scheduled to begin in 2021, that will disrupt the farmers' market season, Councilman Bishop stated that the Town had heard desire to choose a different market location that would offer better visibility, based on his discussions with past and current vendors. Councilman Bishop said he has attended most market events and the vendors' overwhelming response to improving the market was finding a location that would offer more visibility. Mr. Bishop originally supported the downtown location, but now supports a new location, and he suggested the Town consider the recreation center parking lot due to visibility and parking availability. Councilman Showalter said the Hickok Street location was chosen in response to citizens' and business owners' request that it be located downtown, and that the market was considered a secondary market, with most vendors and customers already committed to attending other markets on Saturdays. He questioned how much money the Town was willing to put into a new location, and stated that the recreation center parking lot would not be a good choice because of traffic and heavy usage of the facility. Mr. Showalter stressed that the current location was ideal for the Town's market and that Events Coordinator Casey Jenkins was doing a great job managing the market. Councilwoman Sachs suggested the Town talk to the New River Valley Health District for location suggestions and Mayor Barber recommended additional temporary signage on market days. Councilman Stipes expressed support for the current market location, and thanked Councilman Bishop for his commitment to the market, and for collecting and presenting feedback from vendors. After discussing the impact a possible new location would have on the wayfinding sign project, Council agreed to proceed with the sign project as planned with no changes to the location signs for the farmers' market. Assistant Town Manager Warren reported that the Town was moving into the second phase of the Planning Grant it received from Appalachian Regional Commission. The second phase will provide an opportunity for the Town to obtain a professional designer to study a permanent location for the farmers' market. Funding through the Planning Grant was minor, but would allow the Town to apply for a construction grant next year of up to \$400,000. The next Farmers' Market Committee meeting is scheduled for October 9 at 5:15 P.M. at Town Hall. Councilman Showalter stressed that the focus of the committee should be on advertising improvements.

E. Fire Department request for approval of a purchase order with Atlantic Emergency Solutions for the purchase of a 100-foot ladder truck. Purchase of a ladder truck to replace a 1988 truck was approved in the FY 19-20 annual budget. Chief Billy Hanks explained the request and further

explained the urgency for approval to avoid a potential substantial cost increase due to new tariffs being imposed. Chief Hanks said he and a committee of twelve members have been working with Atlantic Emergency Solutions for a number of weeks to vet options and negotiate a cost that was within budget, for a truck that would meet the needs of Christiansburg for the next twenty-five years. Mr. Hanks requested that Council authorize Town Manager Wingfield to sign the contract with Atlantic Emergency Solutions for the ladder truck described in Purchase Order number 20088 dated September 24, 2019, and as revised to reflect a 100' ladder, not a 95' ladder. In closing, Mr. Hanks thanked the Town for its support during the recent loss of one of its volunteer firefighters. Councilman Showalter made a motion to authorize Town Manager Wingfield to sign the contract as presented, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

**IX. STAFF REPORTS**

- A. Town Manager:
  - Council meeting schedule: Councilman Showalter made a motion to cancel the December 24 meeting and to move the second meeting in November to the 19<sup>th</sup>. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
- B. Town Attorney: no report
- C. Other Staff: no report

**X. COUNCIL REPORTS**

- A. Councilwoman Sachs reported that the Central Business District Committee meeting scheduled for September 25 had been cancelled • Wished Councilman Huppert a happy birthday • Requested that the Town's Public Relations Department respond to comments made by the CBS television network about Christiansburg during a recent televised news report about the Wing Aviation drone delivery program • Invited all to attend the Wing Aviation drone delivery demonstration this Saturday at the Moose Lodge.
- B. Councilman Huppert invited all to attend the Wing Aviation drone delivery demonstration this Saturday at the Moose Lodge • Reported on the recent skatepark competition that had thirty-two participants and over one-hundred spectators • Reported on the free swim clinic hosted by Virginia Tech and the aquatic center this Saturday.
- C. Councilman Collins reported on the success of the recent Wilderness Trail Festival and encouraged the Town to host more downtown events.
- D. Mayor Barber provided Council with an amended agenda for the Annual VML Conference • Provided Council with a draft copy of the proposed Flag Policy for review previously and had received feedback. Council agreed to move forward with the policy. • Referenced a letter from Eagle Scout Candidate Hayden Kyle who has proposed a project that would honor the military branches in the Town Square. Mr. Kyle would oversee the project as part of his Eagle Scout requirements • Recognized Sherri Blevins, Board of Supervisors Candidate and Johanna Hicks, Town Council Candidate.

**XI. OTHER BUSINESS**

**XII. ADJOURN**

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:02 P.M.

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Michele Stipes, Clerk of Council

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D. Michael Barber, Mayor