



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
JANUARY 14, 2020 – 7:00 P.M.

### REGULAR MEETING

#### I. CALL TO ORDER

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

#### II. ADJUSTMENT OF THE AGENDA

#### III. PUBLIC HEARINGS

#### IV. CONSENT AGENDA

- A. Approval of Minutes of December 10, 2019 and January 2, 2020.
- B. Recognition of Proclamation of January 9, 2020 as Law Enforcement Appreciation Day.
- C. Recognition of Proclamation of January 26 to February 1, 2020 as School Choice Week.
- D. Award Contract to Boxley Materials Company in the amount of \$995,089.55 for Construction of the FY 19-20 Annual and Primary Extension Paving project.
- E. Schedule Public Hearings for:
  - Comcast Franchise Agreement for February 11, 2020.
  - MMI Atlantic Franchise Agreement for February 11, 2020.
  - A rezoning request by RWW36, LLC (applicant/property owner) for an approximately 1.976 acre property located at the intersection of Roanoke Street and the 460 Bypass westbound off-ramp (tax map no. 529-A-48) to the B-3, General Business District, for February 25, 2020. The property was acquired from the Virginia Department of Transportation and does not currently lie within a designated zoning district.

V. INTRODUCTIONS AND PRESENTATIONS

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Amendments to Chapter 28 "Solid Waste and Recycling" of the Christiansburg Town Code regarding the elimination of dumpster service and provision of recycling carts to commercial customers. The Public Hearing was held December 10, 2019.
- B. Consideration of elimination of free solid waste collection to non-profits.
- C. Consideration of donation of Christiansburg Fire Department Safety Trailer to the Newport Volunteer Fire Department.

IX. STAFF REPORTS

- A. Town Manager
- B. Town Attorney
- C. Other Staff

X. COUNCIL REPORTS

XI. OTHER BUSINESS

- A. Re-organization for the Year 2020:
  - 1. Election of Vice-Mayor.
  - 2. Set regular meeting dates of Council.
  - 3. Appointment to Committees of Council by Mayor Barber:
    - a. Water, Sewer, Solid Waste, and Stormwater Committee
    - b. Street Committee
    - c. Finance Committee
    - d. Emergency Services Committee
    - e. Central Business District Committee
    - f. Public Health and Welfare Committee
    - g. Council on Human Relations Committee
- B. Closed Meeting:
  - 1. A Closed Meeting under 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. The Closed Meeting is for discussion of personnel, specifically the appointment of officers for the year 2020.

2. Reconvene in Open Meeting.
3. Certification.
4. Council action on the matters.

C. Appointment of Officers:

1. Town Manager
2. Finance Director/Treasurer
3. Police Chief
4. Clerk of Council
5. Town Attorney

XII. ADJOURNMENT

Upcoming Meetings of Council:

January 28, 2020, 7:00 P.M. – Regular Meeting  
February 11, 2020, 7:00 P.M. – Regular Meeting

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
DECEMBER 10, 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 DECEMBER 10, 2019 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael D. 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 Jim Guynn; Finance Director/Treasurer Val Tweedie; Public Relations Director Melissa Demmitt; Planning Director Will Drake; Director of Engineering Wayne Nelson; Superintendent of Streets Travis Moles; Aquatics Director Terry Caldwell; Police Chief Mark Sisson; Fire Chief/Fire Marshal Billy Hanks.

**I. CALL TO ORDER**

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

**II. ADJUSTMENT OF THE AGENDA**

**III. PUBLIC HEARINGS**

- A. Amendments to Chapter 28 “Solid Waste and Recycling” of the Christiansburg Town Code regarding the elimination of dumpster service and provision of recycling carts to commercial customers. There were no comments for or against this matter.

**IV. CONSENT AGENDA**

- A. Approval of Minutes of November 12, 2019, November 14, 2019, November 18, 2019, and November 19, 2019.
- B. Resolution recognizing Chris Tuck for his 8 years of service on the Montgomery County Board of Supervisors.
- C. Approval of amendment to the Professional Services Engineering Contract with Mattern and Craig in the amount of \$30,000 for additional construction engineering and inspection services for Falling Branch Intersection Project.
- D. Reschedule public hearing to February 25, 2020 for consideration of solid waste flow control ordinance.
- E. Schedule Public Hearing on January 28, 2020 for a Conditional Use Permit request by Steven LaPlante for residential use as permitted in the R-3, Multi-Family Residential zoning district for property located at 1305 Radford Street, N.W. (tax map no. 525 -2 - 49B), 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.

Councilman Stipes requested the minutes of November 19, 2019 be amended to provide clarification and accuracy to Citizen Comment (B), sentence #2, by adding "...prior to taking her council seat on January 1, 2020". Councilman Bishop made motion to approve the consent agenda and amended minutes, seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

## V. INTRODUCTIONS AND PRESENTATIONS

- A. Montgomery County Clerk of Circuit Court Erica Conner administered the Oath of Office to Sam Bishop and Henry Showalter, reelected members of Christiansburg Town Council, and to Johana Hicks, newly elected member of Town Council, with election terms of January 1, 2020 to December 31, 2023. On behalf of Town Council, Mayor Barber thanked Mrs. Conner for her time and service to the community.
- B. Introduction of New Employees:
  1. John Kirtner, Public Works Department
    - Zach Butler, Maintenance Worker Trainee, Utilities
  2. J.W. Bishop, Public Works Department
    - John Dudding, Utility Maintenance Tech I
- C. Blacksburg Transit Director Tom Fox to provide an update on services.

Blacksburg Transit Director Tom Fox provided Council with an update on the expanded Christiansburg bus routes and increased ridership in 2019, and noted efforts through coordination with Radford Transit to continue expanding ridership options in Christiansburg. Mr. Fox talked about continued efforts to improve the public transportation system to meet the needs of the Christiansburg community, and he acknowledged the efforts of Mayor Barber, Henry Showalter, Randy Wingfield, and Andrew Warren as members of the BT Working Group, in helping to shape an efficient and effective public transportation system. Mr. Fox announced that Blacksburg Transit had been awarded "Outstanding Transit System of the Year for 2019" by the American Public Transportation Association, and he presented a plaque of appreciation to Mayor Barber in appreciation for Christiansburg's support and involvement in shaping the bus system.

## VI. CITIZEN COMMENTS:

- A. Lisa Lucas Gardner, 11 Phlegar Street, expressed concern that a citizen petition presented to the Montgomery County Board of Supervisors regarding Second Amendment sanctuary status did not accurately represent the citizens of Montgomery County. Ms. Gardner talked about her support of the Constitution and the intent of the Second Amendment. She then congratulated Johana Hicks on her election to Town Council.

- B. Frank Shannon, 135 Haymaker Street, expressed to Council how much he has enjoyed living in Christiansburg since moving here in August, and expressed specific appreciation for the aquatic center, which he described as a lifeline for him.
- C. Chris Waltz, 1370 Rigby Street, recommended Council begin advertising council-appointed committee term expirations as vacancies, rather than automatically reappointing sitting members, to provide opportunities for individuals interested in serving on a committee.
- D. Alecia Vaught of Den Hill Road congratulated Sam Bishop, Henry Showalter, and Johana Hicks on their recent election and swearing in, and expressed her disapproval of comments by Councilwoman Sachs regarding the demonstration ordinance and Councilman Huppert in the newspaper regarding the Second Amendment.

## VII. COMMITTEE REPORTS

- A. Stipes and Collins – Street Committee Report/Recommendation on:
  - 1. Subdivision Plat for NRV Marketplace, LLC Showing New Parcel L from a portion of Revised Lot 1.

Councilman Stipes reported that the request to subdivide Parcel L from Lot 1 for private ownership was the result of the redevelopment of Marketplace as it continued to evolve, and that the plat was found to conform with the subdivision ordinance. Councilman Stipes made a motion to approve the subdivision request, seconded by Councilman Collins.

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

- B. Bishop and Sachs – Central Business District Committee Report/Recommendation on:
  - Creation of Public Art Advisory Board. Councilwoman Sachs presented the Central Business District Committee recommendation that Council appoint a Public Art Advisory Board to assist with the workload of the committee, and Assistant Town Manager Warren presented a draft of the proposed bylaws for a Public Art Advisory Board for Council review. The Public Art Advisory Board would serve as a subcommittee to the Central Business District Committee, and Mr. Warren noted Town staff was prepared to begin the application process for board membership, if approved by Council. Council recommended minor revisions to the proposed bylaws. Councilwoman Sachs made a motion to approve the proposed, revised bylaws of the Public Art Advisory Board, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
  - Façade Grant Overview: Thirteen applications were received, six awards were granted, with four in Cambria and two downtown. A breakdown of award amounts was presented, along with before and after photos of façade improvements.
  - Councilman Bishop reported on ongoing projects, which included continued discussions regarding improvements to the Farmers' Market and Hickok Street. Mr. Bishop talked about various improvement options under consideration by the committee, and noted that a formal presentation on the Farmers' Market, and other potential improvements to downtown, would be made to Council at a future meeting.
  - Councilwoman Sachs presented a request by the Central Business District Committee for approval to repeat the Safe Ride Home Program on New Year's Eve and St. Patrick Day,

based on the success of the program last year. She then reported on the banners located on the downtown light poles and referred to Public Works for a recommendation on a request by Councilman Showalter to leave the American flag banners on the poles. An overview of ongoing and future tasks was provided, and Ms. Sachs and Mr. Bishop expressed appreciation for the community and Town staff involvement with committee discussions and decision-making. Councilman Showalter commended the committee members and Town staff for its accomplishments and dedication to ongoing projects.

- Downtown Clock. Town Manager Wingfield reported that an estimate to repair the downtown clock came in at \$4,100, with an alternate estimate to replace the face of the clock at \$540. Council was presented with the Central Business District Committee's recommendation to replace the face of the clock with a "welcome" sign or other wording, and Council was shown wording options under consideration. The clock was donated by Bob Poff many years ago and the Central Business District Committee included Mr. Poff in discussions regarding the future of the clock. Council requested a recommendation from the Central Business District Committee on the design of the clock face.

## VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

### A. Resolution to approve budget modification #2 for FY 2019-2020.

The resolution was presented to Council on November 12, and the Public Hearing held November 19, 2019. Councilman Showalter made a motion to approve the budget modification #2 for FY 2019-2020, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

### B. Resolution to appropriate funds per budget modification #2 for FY 2019-2020.

The resolution was presented to Council on November 12, and the Public Hearing held November 19, 2019. Councilman Showalter made a motion to approve appropriation of funds per the budget modification #2 for FY 2019-2020, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

### C. Resolution to authorize the filing of a 2020 Construction Grant through the Appalachian Regional Commission (ARC).

Assistant Town Manager Andrew Warren provided background on the Town's ARC planning grant, which provided an opportunity for the Town to apply for an ARC matching construction grant up to \$500,000. Town staff has worked with Hill Studio during the planning phase to identify projects that could benefit from ARC construction grant funding, and Mr. Warren provided an overview of the priority project identified as the Farmers' Market and community gathering area on Hickok Street. He mentioned that the preceding stormwater management project on Hickok Street can be used as matching funds for the construction grant application of the priority project. The planning and construction details are still under consideration and will be dependent on whether ARC construction grant monies are secured. Mr. Warren thanked representatives of Hill Studios and the NRV Regional Commission for their assistance with this matter, and offered to answer questions. Councilman Showalter made a motion to approve the resolution to authorize the filing of a 2020 construction grant through the

Appalachian Regional Commission, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

D. Reappointment of Karen Drake-Whitney, Jeremy Williams, and Shirley Hallock to the Aquatic Advisory Board. The terms are from January 1, 2020 through December 31, 2022.

Ms. Drake-Whitney, Mr. Williams, and Ms. Hallock, were each present for reappointment. Aquatics Director Terry Caldwell reported that the three members were knowledgeable and dedicated in their service on the board, with good attendance records, and she recommended the reappointment of each. Councilman Showalter pointed out that each of the three members were involved in the community in a variety of ways outside their service on the Aquatic Advisory Board, and he expressed appreciation for their dedication to the community. Councilman Huppert, as council liaison to the board, said the three members each contributed to the board in a variety of ways, and that the board as a whole was effective and efficient in its service. At Councilwoman Sachs' request, Ms. Caldwell explained the board reappointment process, which included a review of board member attendance and an opportunity for the member to express if they wanted to be reappointed, and she talked about the value of the board to the operation of the aquatic center. Councilman Huppert made a motion to reappoint Karen Drake-Whitney, Jeremy Williams, and Shirley Hallock, to serve another three-year term on the Aquatic Advisory Board, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

E. Reappointment of Jessica Davis and Hil Johnson to the Christiansburg Planning Commission. The terms are from January 1, 2020 through December 31, 2023.

Planning Director Will Drake presented a recommendation for the reappointment of Jessica Davis and Hil Johnson and noted both were present for reappointment. Ms. Davis serves on the Comprehensive Plan Sub-Committee and Mr. Johnson is currently vice-chair of the Planning Commission. Council expressed appreciation for the dedication of the Planning Commission in its service to the Town, and Councilwoman Sachs made a motion to reappoint Jessica Davis and Hil Johnson to serve another four-year term on the Planning Commission. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

F. Monthly bill list.

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

G. Council certification of 2020 Fire Officers.

Mayor Barber presented the proposed 2020 Fire Officers and Councilman Showalter made a motion to certify the officers 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.

H. Safe Ride Home Program. Councilman Bishop made a motion to approve the program for New Year's Eve and St. Patrick's Day, seconded by Councilwoman Sachs. Council voted on the motion

as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye. Town Manager Wingfield reported that Hooptie Ride was currently dealing with insurance issues and, if not resolved, could not provide transportation for the Safe Ride Home Program. Hooptie Ride will notify the Town of its operation status by next week.

- I. Southwest Virginia High School Invitational. Councilman Showalter presented a request on behalf of Christiansburg High School Swim Coach Amy Brehl to waive the aquatic center rental fee for the annual Southwest Virginia High School Invitational, which was recently held on December 7<sup>th</sup> and co-hosted by Pulaski County High School. Contracted event costs paid for by the two schools were \$3,225. The invitational draws approximately 600 swimmers and each attending high school team pays a \$12 entrance fee per swimmer and \$6 entrance fee per diver. Ms. Brehl noted that swim meet profits were shared between the two schools to support the swim teams. Aquatics Director Terry Caldwell noted that Christiansburg High School pays rental fees for six meets annually, with the invitational being the largest meet. Councilman Showalter noted that waiving the invitational fee would provide additional funds to support and enhance the high school swim program. Council discussed the request and Councilman Showalter made a motion to waive Christiansburg High School's half of the rental fee for the Southwest Virginia High School Invitational, beginning in 2020, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
- J. Small Purchase Policy. A draft copy of the policy was presented to Council for review. Finance Director Val Tweedie provided an overview of the proposed Small Purchase Policy and explained the Public Procurement Act guidelines used in drafting the policy. Councilwoman Sachs made a motion to adopt the Small Purchase Policy as presented, seconded by Councilman Showalter. 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:
  1. Financial disclosure forms will be emailed to required filers later this month and will be due February 3, 2020.
- B. Town Attorney:
- C. Other Staff:

**X. COUNCIL REPORTS**

- A. Councilman Collins expressed appreciation for the opportunity he had been given to serve on Council, and talked about his plans to increase involvement in the Lung Transplant Association in 2020.
- B. Councilman Bishop, no report.
- C. Councilman Showalter, no report.
- D. Councilman Stipes congratulated Johana Hicks on her election to Town Council and expressed appreciation for Councilman Collins' service and contributions as a member of Council.
- E. Councilman Huppert expressed appreciation for the opportunity to serve with Councilman Collins, and called attention to the progress made in Christiansburg in 2019.

- F. Councilwoman Sachs expressed appreciation for the guidance Councilman Collins provided as a member of Council, and she thanked Town staff involved in the planning of the downtown seasonal events for their vision and dedication in providing events enjoyed by the community and visitors from surrounding areas.
- G. Councilman Showalter complimented Councilman Collins on his service as a member of Council, and for his passion and dedication to the Christiansburg community. Council expressed that Mr. Collins would be missed on Council.
- H. Mayor Barber reminded all of the Christmas Parade this Friday and invited Council to walk in the parade. He then presented Councilman Collins with a clock commemorating his service as a member of Council. Councilman Collins said he appreciated the clock and kind words, and would miss serving on Council. Mayor Barber then wished everyone a Happy Holiday Season.

XI. OTHER BUSINESS

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:45 P.M.

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Michele Stipes, Clerk of Council

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D. Michael Barber, Mayor

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
SPECIAL MEETING MINUTES  
JANUARY 2, 2020 – 6:30 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 2, 2020 AT 6:30 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren.

WORK SESSION

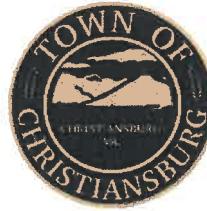
- I. CALL TO ORDER
- II. CLOSED MEETING
  - A. Councilman Huppert made a motion to enter into a Closed Meeting in accordance with Code of Virginia § 2.2-3711(A)(1) for the discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The motion was seconded by Councilman Stipes and voted upon as follows: Bishop – Aye; Hicks – Nay; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye. The Closed Meeting was held for interviews for legal services.
  - B. Reconvene in Open Meeting.
  - C. Certification. Councilman Huppert 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 Showalter and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes - Aye.
  - D. Council action on the matter. No action was taken.
- III. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:30 P.M.

# TOWN OF CHRISTIANSBURG

*Established November 10, 1792*

*Incorporated January 7, 1833*



## PROCLAMATION

### **Law Enforcement Appreciation Day**

WHEREAS, the service of the men and women of the Christiansburg Police Department and neighboring agencies is essential to the safety of our community; and

WHEREAS, these officers choose to put their own lives at risk every day in order to protect our roads, schools, workplaces and homes; and

WHEREAS, these officers foster community spirit by engaging with members of the public through education programs like D.A.R.E. and other initiatives; and

WHEREAS, National Law Enforcement Appreciation Day is an opportunity to recognize and show our support for the Christiansburg Police Department, neighboring agencies and agencies nationwide;

NOW, THEREFORE BE IT PROCLAIMED that the Christiansburg Town Council designates January 9, 2020, as Law Enforcement Appreciation Day and commits to continue supporting our law enforcement officers and educating citizens about local law enforcement agencies.

ADOPTED this 9<sup>th</sup> day of January, 2020.

  
D. Michael Barber

# TOWN OF CHRISTIANSBURG

*Established November 10, 1792*

*Incorporated January 7, 1833*



## **PROCLAMATION**

### **School Choice Week**

WHEREAS, the Town of Christiansburg recognizes the important role education plays in preparing students to be successful; and,

WHEREAS, quality education is critically important to the vitality of the Town of Christiansburg; and,

WHEREAS, the Town of Christiansburg is home to many high-quality teaching professionals who are committed to educating our children; and,

WHEREAS, School Choice Week emphasizes the importance of researching schooling options in order to learn which will best improve outcomes for our community and nation as a whole.

NOW, THEREFORE, BE IT PROCLAIMED that the Christiansburg Town Council declares the week of January 26 thru February 1, 2020 as School Choice Week, and does call this observance to the attention of residents.

ADOPTED this 14<sup>th</sup> day of January 2020.

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D. Michael Barber, Mayor



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

January 14, 2020

**ITEM TITLE:** Award Contract to Boxley Materials Company in the Amount of \$995,089.55 for Construction of the FY 19-20 Annual and Primary Extension Paving project.

**DESCRIPTION:** Contract award in the amount of \$995,089.55 to Boxley Materials Company for construction of FY 19-20 Annual and Primary Extension Paving project. This project will include repairing and resurfacing Radford Street from W. Main Street to Town Limits as part of Primary Extension. Annual Paving will include repairing and resurfacing Beaver Drive, Windsong Lane, Tall Oak Boulevard, Oak Tree Boulevard and the intersection of N. Franklin Street and Depot Street.

**POTENTIAL ACTION:** Approve Notice of Award and authorize the Town Manager to enter into Contract for the subject Work.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Wayne Nelson

**Information Provided:**

Notice of Award

<https://christiansburg.box.com/s/6ub3g3x324avsbkzki0c9bmb73ykhf0b>

Bid Opening Log

<https://christiansburg.box.com/s/wb805b9omuha5ql34jljcfj8k1uf82y5>

Bid Comparison

<https://christiansburg.box.com/s/3hutmrvxtqv7h9ntyt6pajg7piaxda68>



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**Meeting Date:**

January 14, 2020

**ITEM TITLES:**

Amendments to Chapter 28 "Solid Waste and Recycling" of the Christiansburg Town Code regarding the elimination of dumpster service and provision of recycling carts to commercial customers.

**DESCRIPTION:**

The public hearing was held on December 10, 2019. No one spoke for or against the ordinance. As a reminder, the proposed ordinance makes amendments to the Solid Waste and Recycling chapter of the Town Code in order to:

- 1) Eliminate the dumpster service provided by the Town, effective date January 31, 2020.
- 2) Add provision for commercial uses to have a recycling cart as a Town solid waste customer, effective date January 31, 2020.

**POTENTIAL ACTION:**

Consider Action

**DEPARTMENT(S):**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager

**Information Provided:**

Draft Ordinance

<https://christiansburg.box.com/s/s7mbq81xk4vbljun5jim49b4gpc7zgc2>



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**Meeting Date:**

January 14, 2020

**ITEM TITLES:**

Consideration of elimination of free solid waste collection to non-profits.

**DESCRIPTION:**

The proposal is to permanently discontinue free trash service to non-profits organizations. Currently a total of 28 organizations receive solid waste collection without charge. Most of the non-profits receiving the free service are religious institutions. There are 20 customers that receive cart service. A number of customers use multiple carts for a total 34 carts overall. There are 8 customers that receive dumpster service. Each of these customers only has one dumpster.

While this has been a long-standing practice of the Town going back many decades, it is believed to be more equitable to all customers and a cost-savings to the Town if the service is not available for free moving forward. This is one of several changes to solid waste collection being considered by Council including eliminating the commercial dumpster collection service and allowing commercial customers to receive recycling services with their cart service. Since this has been a practice and not codified in the Town Ordinance, an ordinance amendment is not needed to eliminate the free service.

These are efforts to make solid waste collection regulations as equitable and as streamlined as possible. All customers that this change would affect were notified by mail in November. If approved, the free service is scheduled to end on January 31, 2020.

**POTENTIAL ACTION:**

Consider Action

**DEPARTMENT(S):**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager



## Christiansburg Fire Department

110 Depot Street  
Christiansburg, Va. 24073  
Phone: 540-382-4388      Fax: 540-381-5027



1/2/2020

### Mayor and Members of Council

In 2006 the Fire Department was awarded a grant from FEMA Assistance to Firefighters for a Fire Prevention Safety Trailer. At that time our match was \$8700.00 for the grant from which we used Department of Fire Programs funding to provide that match. Since 2006 we have successfully met the grant obligation with the performance of the Fire Safety Trailer. We used the trailer consistently for the years following at schools, community functions, Wilderness Trail Days and the Fall Festival. The operation of the trailer takes a minimum of 4 of people each time it is used. The members of the department have gotten to where they just don't have the time to set the trailer up and use it. Therefore for the past 4 years the trailer has been sitting in the Recreation Center Parking lot not being used. Our department has gotten all of the good out of this trailer that we can.

This past September, the Newport Vol Fire Department in Giles County asked us if they could borrow the trailer for their Fall Festival. They were looking for something to draw more attendance. The Safety Trailer was a huge success for them.

As you may or may not know, Giles County Fire Departments are some of the most underfunded in the state. They rely on fund raising to supplement their budgets just to make ends meet. Montgomery County has in the past donated Fire Trucks and used gear to help some of these departments out.

I am requesting councils blessing for the donation of the Safety Trailer to Newport Volunteer Fire Department in Giles County. The Newport Volunteer Fire Department does not have the funding to purchase a safety education tool such as the Safety Trailer. With this donation, the success of the Fire Prevention and Safety efforts in their community will be invaluable. Newport Volunteer Fire Department will allow us to use the trailer if we have a need in the future.

By making this donation, it continues to show the Town of Christiansburg's willingness to help other localities become safer communities.

Thanks you for your consideration!

Chief Billy Hanks