

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
FEBRUARY 11, 2020 – 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 FEBRUARY 11, 2020 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Engineering Executive Assistant Devon Eckstein (serving in the absence of Clerk of Council Michele Stipes); Town Attorney Reid Broughton; Finance Director/Treasurer Val Tweedie; Public Relations Director Melissa Demmitt; Police Chief Mark Sisson, Planning Director Will Drake; IT Director Craig Hatmaker; Assistant Engineering Director for Capital Projects and Utilities Justin St. Clair.

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

- A. Add to Discussion and Action by Mayor and Council discussion regarding the clock downtown.
- B. Add to Discussion and Action by Mayor and Council Resolution Recognizing Barry and Adrienne Bowling and Bowling Creative Media

III. PUBLIC HEARINGS

- A. Comcast Franchise Agreement. There was no one to speak for or against this matter.
- B. MMI Atlantic Franchise Agreement. There was no one to speak for or against this matter.

IV. CONSENT AGENDA

- A. Approval of Minutes of January 28, 2020.

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

V. INTRODUCTIONS AND PRESENTATIONS

- A. Ernie Wade of the Kiwanis Club of Christiansburg to request street closures for 2020 Wilderness Trail Festival.

Ernie Wade asked for the same street closures, entrances, and exits that were used for the 2019 Festival. He added that Emergency Services had been notified as a part of the event application. Councilmen Huppert and Showalter expressed their appreciation to Festival organizers.

- B. Presentation by IT Director Craig Hatmaker regarding Town Council Chambers Layout and Audio – Visual Options

Mr. Hatmaker presented to Council on five options to improve the audio-video system in Council Chambers with an estimated total cost of \$20,000. Mr. Hatmaker hoped to complete all five options within the current fiscal year, taken in stages. Town Manager Wingfield clarified that Council would need to approve the addition of this funding to the IT Department budget. Councilwoman Sachs recounted prior audio-visual difficulties brought to her attention by residents who had watched Council meetings on YouTube and television. The system has not been upgraded since installed. Council noted and Town Manager Wingfield confirmed that there were salary savings dues to position vacancies in the current budget. Councilwoman Hicks requested recording capabilities for committee meetings. Councilman Showalter suggested exploring recording capability in the Admin Conference Room and Town Manager's office conference room during the next budget cycle. Councilwoman Hicks made a motion to approve the request, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

VI. CITIZEN COMMENTS

- A. Cody Bentley, 1295 Radford Street, requested that a privacy fence or row of hedges be erected between his driveway and that of 1305 Radford Street, as it relates to the conditional use permit request for 1305 Radford Street. Mr. Bentley mentioned there was evidence of a prior fence in the location. Mayor Barber requested to address this during Discussion by Mayor and Council.

VII. COMMITTEE REPORTS

- A. Bishop and Stipes – Street Committee report/recommendation on:
 - 1. Boundary Line Adjustment Between Lot 2 & Lot 3 of the “Division of T.H. Morgan Land.” – 1710 S. Franklin Street.

Councilman Stipes explained the request to adjust a lot line to include an existing shed on the same lot as the associated house. Town staff and the Street Committee have reviewed the request and found it to conform to the subdivision ordinance. Councilman Stipes made a motion to approve the request, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- 2. Lot Line Adjustment and Replat of Public Utility Easement Vacation and Relocation Showing Revised Lot 1A and Revised Lot 2A by Relocating Line of “LOT 1A and LOT 2A” as Shown on Instrument Number 2019009462 Situated at 1510 Sleepy Hollow Road N.W.

Councilman Stipes explained the request to adjust the lot line dividing the lots to accommodate an existing fence and to adjust the public utility easement along the new property line. Town staff and the Street Committee have reviewed the request and found it to conform to the subdivision ordinance. Councilman Stipes made a motion to approve the request, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

B. Bishop and Sachs – Central Business District Committee:

1. Approval of the Safe Ride Home Program for Saturday (March 14, 2020) prior to St. Patrick's Day using one car for one night through Hooptie Ride.

Assistant Town Manager Warren explained the request to provide one SUV through Hooptie Ride from 10 p.m. to 2 a.m. Program for Saturday (March 14, 2020) prior to St. Patrick's Day. He noted that this same service was provided last year with five riders using the service, and the price of \$300 for the night would be the same as last year. There was an insurance issue regarding the SUV that has been cleared up, and the Town would not incur additional liability, as the service is being provided by Hooptie Ride. Councilwoman Sachs made a motion to approve the request, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

2. Presentation and approval of recommended Public Arts Advisory Board candidates for appointment.

Councilwoman Sachs and Assistant Town Manager Warren presented a list of seven Public Arts Advisory Board candidates with 1- and 2-year proposed terms which included Assistant Town Manager Warren as Staff Liaison and Councilwoman Sachs as Council representative to the Board. Councilman Stipes noted that the Bikeway Walkway Committee is less structured and has a good participation rate. Councilman Stipes requested to delay action for two weeks to give it more thought. Other Councilmembers were amenable to taking action at the next meeting and requested that Mr. Warren provide bios of the proposed members.

3. Downtown Clock

Councilman Bishop related that Central Business District Committee made a recommendation in December to remove the clock from Downtown and replace it with signage, based on information had at that time. The Committee wishes to withdraw the motion to remove the clock and send it back to committee for more review.

Councilwoman Hicks made a motion to send it back to committee, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; 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 Steven LaPlante (applicant) for property owned by RAZZ LLC for residential uses as permitted in the R-3, Multi-Family Residential District at 1305 Radford Street NW (tax map no. 525-2-49B) in the B-3, General Business District. Uses permitted in the R-3 Multi-Family Residential District include single-family dwellings, two-family dwellings, townhouses, and multiple-family dwellings at a density of development of up to 20 units per acre. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held January 28, 2020.

Karen LaPlante agreed to work with Cody Bentley regarding installing his requested fence. Councilwoman Hicks made a motion to approve the request as recommended by Planning Commission, contingent upon the applicant installing a privacy fence or equivalent screening as mutually agreed upon with the owner of 1295 Radford Street, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- B. Kiwanis Club of Christiansburg request for September 19, 2020 street closures for Wilderness Trail Festival.

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

- C. Changes to small purchasing procedures.

Town Manager Wingfield reported that there have been some purchasing problems since the small purchase policy changes had been implemented, reducing the threshold for requiring bids to \$1500. Mr. Wingfield explained that the requirement created extra paperwork for staff and shared that staff feels the higher the threshold, the easier it is to buy locally. Mr. Wingfield recommended a threshold of \$10,000, in line with the State. Councilman Showalter made a motion to approve the request, contingent upon a mutually agreeable resolution, seconded by Councilwoman Hicks. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- D. Resolution Recognizing Barry and Adrienne Bowling and Bowling Creative Media for Volunteering to Produce Videos for the Montgomery Regional Solid Waste Authority

Councilwoman Sachs made a motion to adopt the resolution as presented, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

IX. STAFF REPORTS

- A. Town Manager:

- Work on the Huckleberry Trail along North Franklin Street is completed with installation of fencing. Work continues extending the trail along Independence Blvd. to Gold Leaf Drive. Paving is scheduled to begin this spring with completion anticipated late spring/early summer.

- Preliminary engineering work on the Cambria Trail is underway. Applications are due to the State in October 2021 for Transportation Alternatives and Revenue Sharing funds. Phase I development is at 10-15% with 1 year ROW acquisition expected from Norfolk and Southern. Phase II will begin at Cambria Square and terminate at Roanoke Street with a connection to Kiwanis Park under consideration. General landscaping is built into the budget, but larger landscaping projects would be a capital project.
- Montgomery County has been working on the Valley to Valley trail project in a regional partnership. Michael Baker is the consultant on the study. The goal is to identify the best route and cost estimate of a future trail to connect the two valleys. The study is expected to take 8-10 months.
- The Town of Blacksburg has recently completed an extension of the Huckleberry Trail which connects Prices Fork to Glade Road.
- The New River Valley Land Trust has recently purchased land for a park and is working with the Town of Blacksburg to build trails to the park.
- The Events Coordinator position will be posted within the week and anticipated to be filled in March.
- The Farmers' Market will stay in the current location for the upcoming season as specified by Town Council. The storm drain project is scheduled to begin after the Farmers' Market season ends. Councilwoman Hicks expressed a desire to explore alternate locations and hours for the Market to increase traffic. Council recommended sending it to the Farmers' Market Committee.
- Montgomery County passed the flow control ordinance with a vote of 6-1.
- The Water Sewer Solid Waste Stormwater Committee instructed staff to move the water cutoff time to 7:30 a.m.
- An email regarding the retreat was sent to Council earlier in the day.

B. Town Attorney:

C. Other Staff:

X. COUNCIL REPORTS

- Councilwoman Hicks expressed a desire to hold the Council retreat in Town Hall.
- Councilman Stipes reported that the Virginia Tech Montgomery Executive Airport has requested an increase of \$10,000 to the annual contribution and asked to have Executive Director Michael St. Jean appear at a future meeting to give a brief presentation.
- Councilman Huppert gave a summary of recent and upcoming events at the Christiansburg Aquatic Center.
- Councilwoman Sachs encouraged local businesses to market themselves to the Aquatic Center and encouraged the public to pay their utility bills on time to free up Public Works to work on other items. Councilwoman Sachs shared a section of the Code of Virginia relevant to flow control. She and Councilwoman Hicks recently participated in Legislative Day in Richmond.
- Councilwoman Sachs reported a desire for a new Stormwater Utility Committee to be formed with the addition of small business owners to revisit the fee structure. Councilman Showalter reported that the Water Sewer Solid Waste Stormwater Committee made a

recommendation to form this new committee. Council agreed to form the committee by general consensus.

XI. OTHER BUSINESS

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:39 P.M.

Devon Eckstein

D. Michael Barber, Mayor