



AGENDA
REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
MAY 12, 2020 – 7:00 P.M.

(The meeting will be livestreamed on Facebook)

Declarations of Emergency have been made at all levels of government including the Town of Christiansburg. During a declared disaster, the Code of Virginia requires and allows governing bodies of localities and other public entities to conduct their meetings in manners which are consistent with providing continuity of government and in a safe and healthy manner, and for the public safety, health and welfare for the governing body and all attendees/interested parties consistent with open government. The COVID-19 virus makes it impractical and unsafe for Christiansburg Town Council to physically assemble in one location. The virus also makes it impractical and unsafe, as well as potentially life threatening, for the public, and the Town staff, to gather in the same location. As a result, the meeting will be conducted virtually. The Council members and any necessary staff will join the meeting via electronic communications without a quorum of Town Council physically assembled at one location pursuant to, and authorized by, Code of Virginia § 2.2-3708.2(A)(3) and the Continuity of Government Ordinance passed by Christiansburg Town Council on March 24, 2020. The meeting will be streamed live on the Town of Christiansburg's Facebook page at www.facebook.com/cburgvagov and will be uploaded to the Town's YouTube page once the meeting concludes. Members of the public can also call into the meeting using one of these phone numbers: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799. Webinar ID: 896 9854 3432. Members of the public who join the meeting will be in listen-mode only. If you would like to submit public comment, please email info@christiansburg.org with your full name, address and comments prior to 6 p.m. on Tuesday, May 12, 2020.

REGULAR MEETING

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS (none)

IV. CONSENT AGENDA

- A. Approval of Minutes of April 28, 2020
- B. Award contract to CHA in the amount of \$521,200.00 for field inspection, design, bidding and contract administration services for the Arrowhead Sanitary Sewer Rehabilitation and Replacement Project.
- C. Acceptance of approximately \$36,000 in Cares Act funding for EMS Medicare billing loss of revenue associated with COVID-19.
- D. Reschedule public hearing for lease agreement of 415 Cambria Street, N.W. to May 26, 2020.

V. INTRODUCTIONS AND PRESENTATIONS

VI. CITIZEN COMMENTS (see procedures above for submitting comments)

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Consideration of donation of use of mobile stage by Montgomery County Public Schools for High School graduations
- B. Update on and discussion of public hearing procedures

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

May 26, 2020, 7:00 P.M. – Regular meeting

June 9, 2020, 7:00 P.M. – Regular meeting

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
APRIL 28, 2020 – 7:00 P.M.**

Declarations of Emergency have been made at all levels of government including the Town of Christiansburg. During a declared disaster, the Code of Virginia requires and allows governing bodies of localities and other public entities to conduct their meetings in manners which are consistent with providing continuity of government and in a safe and healthy manner, and for the public safety, health and welfare for the governing body and all attendees/interested parties consistent with open government. The COVID-19 virus makes it impractical and unsafe for Christiansburg Town Council to physically assemble in one location. The virus also makes it impractical and unsafe, as well as potentially life threatening, for the public, and the Town staff, to gather in the same location. As a result, the meeting was conducted virtually via Zoom. The Council members and any necessary staff joined the meeting via electronic communications without a quorum of Town Council physically assembled at one location pursuant to, and authorized by, Code of Virginia § 2.2-3708.2(A)(3) and the Continuity of Government Ordinance passed by Christiansburg Town Council on March 24, 2020. Members of the public were invited to call into the meeting using this phone number: +1 646 558 8656 or +1 312 626 6799. Webinar ID: 638 231 187. The meeting was also streamed live on the Town of Christiansburg's Facebook page at www.facebook.com/cburgvagov and was uploaded to the Town's YouTube page at the conclusion of the meeting.

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY,
CHRISTIANSBURG, VA. WAS HELD ELECTRONICALLY VIA ZOOM ON APRIL 28, 2020 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael 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; Clerk of Council Michele Stipes; Town Attorney Reid Broughton; Police Chief Mark Sisson; Fire Chief/Fire Marshal Billy Hanks; Rescue Chief Joe Coyle.

I. CALL TO ORDER

A. Moment of Reflection. Mayor Barber asked everyone to keep the individuals on the front line of the COVID 19 pandemic in their thoughts.

B. Pledge of Allegiance.

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

IV. CONSENT AGENDA

- A. Approval of Minutes of April 14, 2020 and April 21, 2020
- B. Monthly Bill List
- C. Resolution Recognizing May 3 - 9 as National Travel and Tourism Week
- D. Resolution Recognizing May 6 - 12 as Nurses Week
- E. Resolution Recognizing May 10 - 16 as Police Week
- F. Resolution Recognizing May 17 - 23 as Public Works Week
- G. Resolution Recognizing May 17 - 23, 2020 as Emergency Medical Services Week

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

V. INTRODUCTIONS AND PRESENTATIONS

- A. Chris Sanchez, Debbie Sherman-Lee, and Marcy Schnitzer to present regarding Christiansburg Institute, Inc.'s amended community support request for Fiscal Year 2020-21 Budget.

Mr. Sanchez, Ms. Sherman-Lee, and Ms. Schnitzer thanked the Town for its support over the years, then collectively provided a detailed update on the progress of Phase 1 of the renovation of the Edgar A. Long building that included replacement of the roof and roof system, and photos of the project were included in the presentation. The group reported that the community support request of \$15,000 would support strategic planning for Phase 2, reworking the current window boarding and developing a plan for the restoration/repair of all 52 historic windows on the structure, and installing security cameras. Mr. Sanchez continued to provide a detailed overview of Phase 2, along with a breakdown of funding and expenses. The group discussed its vision for the historic property as a culturally rich asset, and invited Council to sign an online petition of support for the restoration of the Edgar A. Long Building. Councilwoman Hicks encouraged the group to apply for grants to expedite the renovation process.

VI. CITIZEN COMMENTS

There were no comments presented.

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Town homepage COVID 19 community support web banner (Showalter). Councilman Showalter proposed the Town add a COVID 19 community support banner on its website that would highlight donation opportunities to various organizations that rely on community support, and would include a link to each organization's webpage for direct donations. Council had briefly raised the idea of this matter during a recent work session, and Town Manager

Wingfield noted that a COVID 19 community support web banner that contained the details mentioned by Mr. Showalter had been activated on the Town's homepage this week.

B. Recognition of Christiansburg High School 2020 Graduating Class (Showalter)

Council discussed a variety of options for recognizing Christiansburg High School 2020 seniors, with Councilman Showalter proposing to add a banner to the Town's website homepage that would highlight the students, and would include a link to Christiansburg High School's Facebook page where a brief bio of each graduate could be read. In addition, Councilman Showalter recommended displaying the Christiansburg High School flag to alternate with the star-spangled flag along Main Street. Council supported Mr. Showalter's proposal for a web banner honoring Christiansburg's 2020 seniors, and his suggestion pertaining to the flags displayed along Main Street.

C. Community Tilling Program

Town Manager Wingfield presented a proposal for a Community Tilling Program designed to help facilitate community food production by tilling two Town-owned community use spaces for community gardens and the proposed emergency services property, and offering tilling services for property owned by Christiansburg non-profit organizations for community garden use. Parks and Recreation staff would oversee the tilling program, and maintenance of the community garden space would be the responsibility of the non-profit. The tilling program is an effort to address community needs resulting from the coronavirus outbreak, and the Town will consider opening the program to citizen-owned property at a later date. Council expressed support for the proposed program and gave consensus for Town Manager Wingfield to move forward with its implementation.

IX. STAFF REPORTS

A. Town Manager:

- Set public hearing for May 12, 2020 for a lease agreement for property at 415 Cambria Street, NW.
- Set public hearing for May 26, 2020 for the Annual Budget for FY 2020-2021.
- Blacksburg Transit received funding through the Cares Act that would support continued operation of the Town's commuter route to Blacksburg. Councilman Stipes commented that he had received an email from a citizen expressing the importance of the commuter route, and he voiced support for continuing the route if funded as noted. Council unanimously agreed to support continued operation of the commuter route funded by the Cares Act.

B. Town Attorney:

C. Other Staff:

- Fire Chief Billy Hanks, Police Chief Mark Sisson, and Rescue Chief Joe Coyle reported on ongoing activities and efforts of the NRV Public Health Task Force to address public health and safety during the coronavirus outbreak. Special thanks was given to Feeding America for its recent support of the community through food distribution at Christiansburg High School. The program is a tremendous community resource that has made a significant impact during this time of crisis. Mr. Hanks, Mr. Sisson, and Mr. Coyle thanked the public

for its efforts to comply with safety recommendations to help stop community spread of COVID 19.

X. COUNCIL REPORTS

- A. Councilman Huppert expressed appreciation for the opportunity to observe the COVID 19 testing site.
- B. Councilman Stipes expressed appreciation for the progress report by Christiansburg Institute, and noted his approval for continued financial support for the preservation of the property.
- C. Councilman Showalter, no report.
- D. Councilman Bishop expressed support for the continued financial support for the preservation of Christiansburg Institute.
- E. Councilwoman Sachs reported she was contacted by a citizen with concerns regarding recycling overflow resulting from the Town's elimination of drop off points, and Councilman Stipes noted he had heard from citizens on this matter, too. At this time, all recycling drop off points have been closed, except for the Christiansburg High School and Home Depot locations. Council discussed leaving the high school site open for citizen use, and adding a corrugated cardboard depository. However, Councilman Showalter recalled Council's decision to close all recycling sites due to abuses by citizens that contaminated recycling materials. Mr. Showalter noted that the high school had been given the option to maintain the drop off point, but turned it down. Councilwoman Sachs noted that Montgomery County Public Schools also turned down the offer to maintain the drop off site. Council agreed to move forward with eliminating the drop off site at Christiansburg High School after the COVID 19 quarantine had been lifted.
- F. Councilwoman Hicks proposed honoring the Christiansburg High School 2020 seniors by reading each student's name during an upcoming council meeting, and thanked the Parks and Recreation staff for the newly created virtual recreation center. She then thanked essential workers and Feeding America for its recent program in Christiansburg, and welcomed them back.
- G. Mayor Barber commended essential workers and first responders for their commitment to the health and welfare of the community and reported on spring clean-up.

XI. OTHER BUSINESS

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:05 P.M.

Michele Stipes, Clerk of Council

D. Michael Barber, Mayor



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

May 12, 2020

ITEM TITLE:

Award contract to CHA in the amount of \$521,200 for field inspection, design, bidding, and contract administration services for the Arrowhead Sanitary Sewer Rehabilitation and Replacement Project.

DESCRIPTION:

The proposed contract will initiate design services for the Arrowhead Sewer Basin to address sources of infiltration and inflow (I & I) and reduce sanitary sewer overflows.

POTENTIAL ACTION:

Approval of Contract in the amount of \$521,200 and provide authorization for the Town Manager to execute this Contract, subject to Town Attorney review.

DEPARTMENT:

Engineering

PRESENTER:

Wayne Nelson

ITEM HISTORY:

This area was identified in the “Christiansburg Interceptor Study” as the sewershed with the highest normalized I & I in the entire system. The area also has a high potential for future growth such that identifying and correcting the issues in the sewershed is critical to future development. This area was not identified in the Town’s Letter of Agreement (LOA) with the Virginia Department of Environmental Quality (DEQ), however, with the knowledge that this area is extremely problematic, it is prudent to be proactive and take corrective action prior to any enforcement action by DEQ.

Date:

Action Taken:

Information Provided:

Draft contract <https://christiansburg.box.com/s/24biyi7anqgy7qfdeci586yhgti3wqrd>



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

AGENDA LOCATION: Consent Agenda

Meeting Date: 5-12-2020

ITEM TITLE: Cares Act Funding From Health and Human Services for Medicare

DESCRIPTION: Under the Cares Act funding bill (COVID-19) ambulance services were included in the funding for loss of revenue from Medicare services as a result of COVID 19 and to cover costs associated with preparing, prevention and responding to coronavirus. The amount to be received under this phase 1 of funding is approximately \$36,000.

POTENTIAL ACTION: Approve acceptance of HHS Cares Act Funding

DEPARTMENT: Finance

PRESENTER: Val Tweedie

ITEM HISTORY:



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

AGENDA LOCATION:

Discussion and Action by Mayor and Town Council

Meeting Date:

May 12, 2020

ITEM TITLE:

Update on and discussion of public hearing procedures

DESCRIPTION:

As Council is aware, we will hold a public hearing for the FY 20-21 Budget on May 26, 2020. We also plan to hold a public hearing on a lease for Fiber Technologies Solutions for a portion of the building at 415 Cambria Street, N.W. Since this will be the first public hearings since the declared COVID-19 emergency orders, staff wanted to brief Council on the steps that will be taken to ensure the public has many avenues to comment on the two public hearing items even though we will not be able to hold a typical public hearing during this time of social distancing.

POTENTIAL ACTION:

No Action Required

DEPARTMENT(S):

Administration

PRESENTER:

Randy Wingfield, Town Manager