



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
JUNE 23, 2020 – 7:00 P.M.

**(The meeting will be in-person and streamed on Facebook Live)**

In compliance with current public health guidelines pertaining to social distancing, limited seating will be available in the council chambers during the meeting. Limited viewing will also be available in the administrative conference room located on the same floor. Members of the public may make comments to Council in-person during Citizens Comments or the four (4) public hearings.

The meeting will be streamed live on the Town of Christiansburg's Facebook page at [www.facebook.com/cburgvagov](https://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: 867 8998 0706. Members of the public who join the meeting will be in listen-mode only.

If you do not want to or cannot attend the meeting in-person, there are several ways to submit comments virtually. To submit general public comment or to address the public hearings, please email [info@christiansburg.org](mailto:info@christiansburg.org) with your full name, address and comments or go to [www.christiansburg.org/publichearings](https://www.christiansburg.org/publichearings). Please provide comments prior to 6:00 p.m. on Tuesday, June 23, 2020 in order for the comments to be distributed to Town Council before the meeting. For the public hearings, you may also sign up to speak live during the meeting through means of electronic communication at [www.christiansburg.org/publichearings](https://www.christiansburg.org/publichearings). The deadline to sign-up to speak via electronic communication will be 6:00 p.m. on Monday, June 22, 2020.

### REGULAR MEETING

#### I. CALL TO ORDER

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

#### II. ADJUSTMENT OF THE AGENDA

#### III. PUBLIC HEARINGS

- A. Rezoning request by Magnolia Point Community, LLC (applicant) for property owned by International Church of the Foursquare Gospel A CA Corp, located northeast of the intersection of Peppers Ferry Road NW and New Village Drive NW (tax map no. 434-A-8A). The request is to rezone the approximately 9.14 acre property from A, Agricultural to R-3, Multi-Family Residential with proffers. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- B. Conditional Use Permit request - contingent on the preceding item – by Magnolia Point Community, LLC (applicant) for property owned by International Church of the Foursquare Gospel A CA Corp for a planned housing development to consist of multi-family dwellings and townhomes at a density of development of approximately 16 units per acre on property located northeast of the intersection of Peppers Ferry Road NW and Village Drive NW (tax map no. 434-A-8A) in the R-3, Multi-Family Residential District. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- C. Street vacation request by Gay and Neel, Inc. for an ordinance to vacate an approximately 0.12 acre portion of right-of-way along the east side of N. Franklin Street, located adjacent to the intersection of N. Franklin Street and Akers Farm Road, N.E. The portion of right-of-way adjoins 100 Akers Farm Road, N.E. (tax map no. 466-22-1).
- D. Town of Christiansburg Community Development Block Grant Substantial Amendment to the 2019 Annual Action Plan in response to the COVID-19 pandemic.

#### IV. CONSENT AGENDA

- A. Approval of Minutes of June 9, 2020.
- B. Authorization for renewal of Landfill Professional Services contract with SCS Engineers in the amount of \$120,000.
- C. Award Contract to Mendon Pipeline, Inc. in the amount of \$517,115.00 for Construction of the Silver Lake Interceptor, Phase I project.
- D. Resolution Recognizing Al Bowman for his service on the Montgomery Regional Solid Waste Authority Board and Virginia Tech - Montgomery Regional (Executive) Airport Authority Board.

#### V. INTRODUCTIONS AND PRESENTATIONS

- A. Update on Business Technology Assessment.

#### VI. CITIZEN COMMENTS

#### VII. COMMITTEE REPORTS

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

Street vacation request by Gay and Neel, Inc. for an ordinance to vacate an approximately 0.12 acre portion of right-of-way along the east side of N. Franklin Street, located adjacent to the intersection of N. Franklin Street and Akers Farm Road, N.E.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. [Monthly Bill List.](#)
- B. Town of Christiansburg Community Development Block Grant Substantial Amendment to the 2019 Annual Action Plan in response to the COVID-19 pandemic.
- C. [Budget Modification #4 for Cares Act Funding for FY 2019 - 2020.](#)
- D. [Resolution to approve the Budget Modification #4 for FY 2019 - 2020.](#)
- E. [Resolution to appropriate the funds in Budget Modification #4 for FY 2019 - 2020.](#)
- F. [Discussion of Code of Ethics.](#)

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

July 14, 2020, 7:00 P.M. – Regular meeting

July 28, 2020, 7:00 P.M. – Regular meeting



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

**AGENDA LOCATION:**  
PUBLIC HEARING

**Meeting Date:**  
June 23, 2020

**ITEM TITLE:**

Public Hearing for Rezoning request by Magnolia Point Community, LLC for an approximately 9.14 acre property located northeast of the intersection of Peppers Ferry Road, N.W. and New Village Drive, N.W. (tax map no. 434-A-8A) from the A, Agricultural District to the R-3, Multi-Family Residential District with proffers. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. (RZN 2019-06). The property is owned by International Church of the Foursquare Gospel.

**DESCRIPTION:**

The applicant requests to rezone the property located northeast of the intersection of Peppers Ferry Road NW and Village Drive NW (tax map no. 434-A-8A) from the A, Agricultural District to the R-3, Multi-Family Residential District with proffers. The applicant has submitted a corresponding application – which is contingent on the rezoning request – for a Conditional Use Permit to develop the property as a planned housing development consisting of apartments and townhomes.

Planning Commission held its public hearing on September 16, 2019. At its September 30, 2019 meeting, the Planning Commission recommended approval by a vote of 6-0 with the submitted proffers:

1. The property shall be developed in substantial conformance with the masterplan submitted dated August 6, 2019 and revised on September 10, 2019.
2. The property proposed for R-3 Zoning shall only be utilized for Townhome and Apartment residential use.
3. Construction traffic shall be strictly prohibited from Utilizing New Village Drive.

The Town Council public hearing was held October 22, 2019. At its November 12, 2019 meeting, Council voted to table action on the request and the applicant was requested to provide additional information regarding traffic data.

**UPDATE:**

After Council's action on November 12, 2019, the Christiansburg Engineering staff met with the developer and requested the developer and his engineer consultants (Balzer and Associates) perform traffic counts for the intersection of Walters Drive/Peppers Ferry Road and New Village Drive/Peppers Ferry Road. The developer subsequently met with American Electric Power (AEP) and determined a street connection from Bozeman Trail to Walters Drive - through AEP's property at 130 Walters Drive - was not achievable at this time, given AEP's entrance requirements to their substation.

Town Engineering staff further requested the developer conduct a traffic signal warrant analysis for the Peppers Ferry Road/New Village Drive intersection, which assumed a full build-out of Magnolia Point, Ivy Ridge, and New River Village. The traffic signal warrant analysis concluded a traffic signal was not warranted. The engineering consultants shared the traffic counts and the signal warrant analysis with town

Engineering staff. Town staff reported to the developer's engineering firm that they agreed with the methodology and findings presented in the study.

Given that the analysis showed the proposed development would create impacts on the intersection, the developer, after reviewing with Town staff, has proffered to construct a dedicated right turn lane on New Village Drive at the existing intersection with Peppers Ferry Road in order to mitigate impacts for residents of New Village Drive and Magnolia point. The addition of the right turn line will also position the intersection for future signalization, should it be necessary at a future point in time.

On June 4, 2020 the developer amended the proffer statement, adding a proffer which limits the development to no more than 72 units until such a time the property owner secures the land and issues a bond for a public road connecting Bozeman Trail to Walter's Drive.

The applicant has submitted a revised proffer statement, application, and plan drawings, along with the traffic signal analysis study. The revised proffers include:

1. The property shall be developed in substantial conformance with the masterplan submitted dated August 6, 2019 and revised on March 13, 2020.
2. The property proposed for R-3 Zoning shall only be utilized for Townhome and Apartment residential use.
3. A dedicated right turn lane shall be installed on New Village Drive at the intersection of New Village Drive and Peppers Ferry Road.
4. Construction traffic shall be strictly prohibited from utilizing New Village Drive to access the internal project site.
5. Housing units shall be limited to no more than 72 units until which time the property owner secures the land and issues a bond for a public road connecting Bozeman Trail to Walters Drive.

At Council's discretion, a motion to approve the rezoning request with the revised proffers should note acceptance of the revised proffers, with revised date of June 22, 2020.

**POTENTIAL ACTION:**

Hold Public Hearing

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Will Drake, Planning Director

**Information Provided:**

Planning Commission Rezoning Resolution

<https://christiansburg.box.com/s/ug5gv6hnke88pp6dcvmkv8zwyuu78ei2>

Planning Commission Minutes – September 16, 2019

<https://christiansburg.box.com/s/k9yoiq2grnwuljzlv8g1plflsw0tku8t>

Planning Commission Minutes – September 30, 2019

<https://christiansburg.box.com/s/sc2wg4f88u7630tk8yl1iyg37df5poxx>

Updated Rezoning/CUP application, proffer statement, plan, and traffic counts/signal warrant analysis

<https://christiansburg.box.com/s/ntj8aoine4wfp14sze6qfkh6q62s1ax0>

Draft Rezoning Ordinance

<https://christiansburg.box.com/s/7plotuc83afzbeedudn3iic0pgvtety>



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

**AGENDA LOCATION:**

PUBLIC HEARING

**Meeting Date:**

June 23, 2020

**ITEM TITLE:**

Public Hearing for a Conditional Use Permit request – contingent on the preceding rezoning request - by Magnolia Point Community, LLC for a planned housing development to consist of multi-family dwellings and townhomes at a density of development of approximately 16 units per acre on property located northeast of the intersection of Peppers Ferry Road, N.W. and New Village Drive N.W. (tax map no. 434-A-8A) in the R-3, Multi-Family Residential District. (CUP 2019-09). The property is owned by International Church of the Foursquare Gospel.

**DESCRIPTION:**

The applicant requests a Conditional Use Permit to construct 146 dwelling units on an approximately 9.14 acre property in the R-3, Multi-Family Residential District. The proposed development, as presented on the conceptual layout plan, includes six apartment buildings consisting of 18 dwelling units, one apartment building consisting of 24 dwelling units, and fourteen townhomes.

In the R-3 zoning district, planned housing developments cannot exceed a density of development of 20 dwelling units per acre. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Planning Commission held its public hearing on September 16, 2019. At its September 30, 2019 meeting, the Planning Commission recommended approval by a vote of 6-0 with four conditions:

1. The presented “Rezoning Application and Conditional Use Permit Application for Magnolia Point Planned Housing Development,” dated August 6, 2019 shall be considered as conditions of approval.
2. A five-foot wide sidewalk shall be installed along the western side of Bozeman Trail adjacent to the subject property.
3. A five-foot wide sidewalk shall be installed along the eastern side of New Village Drive adjacent to the subject property.
4. Right of way fifty feet in width shall be dedicated to connect the proposed Bozeman Trail to tax map number 434-A-13A (parcel ID 090210) prior to approval of a site plan for the development.

The Town Council public hearing was held October 22, 2019. At its November 12, 2019 meeting, Council voted to table action on the request and the applicant was requested to provide additional information regarding traffic data.

**UPDATE:**

After Council’s action on November 12, 2019, the Christiansburg Engineering staff met with the developer and requested the developer and his engineer consultants (Balzer and Associates) perform traffic counts for the intersection of Walters Drive/Peppers Ferry Road and New Village Drive/Peppers Ferry Road. The developer subsequently met with American Electric Power (AEP) and determined a street connection from Bozeman Trail to Walters Drive - through AEP’s property at 130 Walters Drive - was not achievable at this time, given AEP’s entrance requirements to their substation.

Town Engineering staff further requested the developer conduct a traffic signal warrant analysis for the Peppers Ferry Road/New Village Drive intersection, which assumed a full build-out of Magnolia Point, Ivy Ridge, and New River Village. The traffic signal warrant analysis concluded a traffic signal was not warranted. The engineering consultants shared the traffic counts and the signal warrant analysis with town Engineering staff. Town staff reported to the developer’s engineering firm that they agreed with the methodology and findings presented in the study.

Given that the analysis showed the proposed development would create impacts on the intersection, the developer, after reviewing with Town staff, has proffered to construct a dedicated right turn lane on New Village Drive at the existing intersection with Peppers Ferry Road in order to mitigate impacts for residents of New Village Drive and Magnolia point. The addition of the right turn line will also position the intersection for future signalization, should it be necessary at a future point in time.

Town staff also note that a connection from Bozeman Trail to Walters Drive (and subsequent cross-connection through Vinnie Avenue) remains a desired connection point and staff will encourage such connection be made if the property east of Magnolia Point is redeveloped. On June 4, 2020 the developer amended the proffer statement, adding a proffer which limits the development to no more than 72 units until such a time the property owner secures the land and issues a bond for a public road connecting Bozeman Trail to Walter's Drive.

The applicant has submitted a revised proffer statement, application, and plan drawings, along with the traffic signal analysis study. At Council's discretion, a motion to approve the conditional use permit with the conditions recommended by Planning Commission should amend the recommended conditions as follows, in order to capture the plan revisions proposed by the applicant:

1. The presented "Rezoning Application and Conditional Use Permit Application for Magnolia Point Planned Housing Development," dated August 6, 2019 **and revised March 13, 2020** shall be considered as conditions of approval.
2. A five-foot wide sidewalk shall be installed along the western side of Bozeman Trail adjacent to the subject property.
3. A five-foot wide sidewalk shall be installed along the eastern side of New Village Drive adjacent to the subject property.
4. Right of way fifty feet in width shall be dedicated to connect the proposed Bozeman Trail to tax map number 434-A-13A (parcel ID 090210) prior to approval of a site plan for the development.

**POTENTIAL ACTION:**

Hold Public Hearing

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Will Drake, Planning Director

**Information Provided:**

Planning Commission Conditional Use Permit Resolution

<https://christiansburg.box.com/s/9631ah02v13j059sjbviy2z7i8xu54ku>

Planning Commission Minutes – September 16, 2019

<https://christiansburg.box.com/s/k9yoiq2grnwu1jz1v8glplf1sw0tku8t>

Planning Commission Minutes – September 30, 2019

<https://christiansburg.box.com/s/sc2wg4f88u7630tk8yl1iyg37df5poxx>

Updated Rezoning/CUP application, proffer statement, plan, and traffic counts/signal warrant analysis

<https://christiansburg.box.com/s/ntj8aoine4wfp14sze6qfkh6q62s1ax0>



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

**AGENDA LOCATION:**  
PUBLIC HEARING

**Meeting Date:**  
June 23, 2020

**ITEM TITLE:**

A street vacation request by Gay and Neel, Inc., for an ordinance vacating an approximately .12 acre portion of right-of-way along North Franklin Street located adjacent to the intersection of North Franklin Street and Akers Farm Road, N.E. The portion of right-of-way adjoins 100 Akers Farm Road, N.E. (tax map no. 466-22-1).

**DESCRIPTION:**

The proposed ordinance would vacate an approximately .12 acre portion of right-of-way along North Franklin Street as shown on the attached exhibit. Public utility and drainage easements would be retained over the portion of right-of-way to be vacated.

**POTENTIAL ACTION:**

Hold Public Hearing

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Will Drake, Planning Director

**Information Provided:**

Application

<https://christiansburg.box.com/s/v6wyg4e60526ywr7attxset2n1x70cvz>

Exhibit

<https://christiansburg.box.com/s/rvun9o0cxld1v02t6f2ghypb3rqpgnw8>

Draft Vacation Ordinance

<https://christiansburg.box.com/s/b5n12efbderc6n5rvrjs3k118kxw55tq>





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

**AGENDA LOCATION:**

Public Hearing/  
Discussion and Action by Mayor and Council

**Meeting Date:**

June 23, 2020

**ITEM TITLE:**

Town of Christiansburg Community Development Block Grant Substantial Amendment to the 2019 Annual Action Plan in response to the COVID-19 pandemic (CDBG-CV)

**DESCRIPTION:**

The Substantial Amendment provides the Town a funding source to provide direct support over the coming months to agencies that will continue to address basic needs that have increased since the outbreak of the COVID-19 pandemic and economic downturn. This amendment is needed to receive and distribute the one time CDBG-CV CARES Act allocation of \$62,234. There are a number of rules that have been relaxed by the U.S. Department of Housing and Urban Development in order for localities to distribute funds to better address the significant effects of the crisis. Please see the attached memo for greater detail regarding this process and an overview of the town's CDBG program.

It is anticipated the disbursement would be approximately: 40% homeless prevention (mortgage/rental/utility assistance), 40% food security support, and 20% healthcare/ economic development support. In discussing with local providers, other non-profits (including in the faith community), and other entitlement communities, homelessness and food insecurity rise to the top as the two greatest immediate risks to the low to moderate income community. Access to routine healthcare is also a notable concern. There is also a discernible need in our community to support small businesses which provide so much economic vitality and jobs to the town's citizens. There is not a third party that has been identified as being able to support the distribution of economic development funds so the town would most likely act as the distribution agent. The limited CDBG-CV dollars may prevent the town from helping more than a few businesses without identifying one or more additional funding sources to address the true need of small businesses in our area. Please see the attached memo and proposed amendment for greater detail.

**POTENTIAL ACTION:**

Hold public hearing and consider approval.

**DEPARTMENT:**

Administration

**PRESENTER:**

Andrew Warren, Assistant Town Manager

**ATTACHMENTS:**

Council Memo dated June 18, 2020

<https://christiansburg.box.com/s/zjy0mqnkrar1fh7hg3bhjb05wkeykr23>

2019 Annual Action Plan Substantial Amendment (changes highlighted)

<https://christiansburg.box.com/s/vkep6e9bhry2asbajvzlr6gu0kky0md9>

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
JUNE 9, 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 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](http://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: 843 4259 3761. 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](mailto:info@christiansburg.org) with your full name, address and comments prior to 6 p.m. on Tuesday, June 9, 2020.

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY,  
CHRISTIANSBURG, VA. WAS HELD ELECTRONICALLY VIA ZOOM ON JUNE 9, 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 Billy Hanks.

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

- A. Councilwoman Sachs made a motion to correct the wording of Items A and B under Discussions by Mayor and Council Members to read “Resolution to adopt an ordinance setting the...”. Councilman Stipes seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

### III. PUBLIC HEARINGS

### IV. CONSENT AGENDA

- A. Approval of Minutes of May 26, 2020
- B. Approval of Change Order #2 totaling \$293,320.58 for FY 2020 Primary Extension and Annual Paving.
- C. Resolution of Support for Projects and Use of Bond Financing by the New River Valley Regional Water Authority.
- D. Schedule a Public Hearing on July 28, 2020 for a rezoning request by Caldwell Construction (applicant) for property owned by Sandra Hawks and Janice Blevins et al, located between the eastern and western terminus of Vinnie Avenue, N.W. (100 Vinnie Avenue N.W., tax map no. 435-A-45). The request is to rezone the approximately 4.52 acre parcel from R-1A Rural Residential to R-1 Single-Family Residential. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- E. Schedule a Public Hearing on July 28, 2020 for a Conditional Use Permit request – contingent on the preceding request – by Caldwell Construction (applicant) for property owned by Sandra Hawks and Janice Blevins et al, for a planned housing development to consist of single-family homes at a density of development not to exceed 4.3 units per acre located between the eastern and western terminus of Vinnie Avenue, N.W. (100 Vinnie Avenue N.W., tax map no. 435-A-45) in the R-1, Single-Family Residential District. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

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

### V. INTRODUCTIONS AND PRESENTATIONS

### VI. CITIZEN COMMENTS

- A. One citizen comment was received via an email to Councilwoman Sachs:
  - From Michele Riner, no address provided, *“I would like your assistance at the town council meeting. I would like to thank the public works department for fixing the water pressure issue out in New River Village. I can’t tell you how amazing it is now to have water pressure.”*

VII. COMMITTEE REPORTS

- A. Councilman Stipes reported that the Virginia Tech Montgomery Executive Airport was currently in the process of hiring a new executive director to replace long-time director Michael St. Jean, who will retire in July. In addition, Mr. Al Bowman, long-time at-large board member, has decided to step down, and the airport board will present a replacement candidate for Council consideration in July.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Resolution to adopt an ordinance setting the personal property tax rate at \$0.45 per \$100 for FY 2020 - 2021.

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

- B. Resolution to adopt an ordinance setting the real estate tax rate at \$0.16 per \$100 for FY 2020 – 2021.

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.

- C. Resolution to adopt the Annual Budget FY 2020-2021.

Councilman Stipes made a motion to approve the resolution to adopt the annual budget, 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 to appropriate budgeted funds for FY 2020 – 2021.

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

- E. Appointment of Dr. Sharon Scott as at-large representative to the Montgomery Regional Solid Waste Authority for a four-year term beginning July 1, 2020. Al Bowman has asked to not be reappointed as the at-large representative after 25 years of service on the Board. Mayor Barber reported that the recommendation to appoint Dr. Scott came from the Montgomery Regional Solid Waste Authority Board, and the appointment would be for a four-year term. Councilman Showalter made a motion to appoint Dr. Sharon Scott to serve a four-year term as at-large representative to the Montgomery Regional Solid Waste Authority, seconded by Councilman Stipes. Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- F. Discussion of potential immediate Town actions to alleviate stormwater issues in the College Street area.

As requested by Council on May 28, Town Manager Wingfield provided Council with a list of immediate actions the Town could take in regard to the College Street stormwater issues. Mr. Wingfield provided an overview of each action that would alleviate flooding in the College Street area until permanent measures could be taken. Council discussed the actions proposed and expressed caution with the option to work with FEMA to reassess Floodplain boundaries due to the potential negative consequences to homeowners in the area. Council expressed general support for the proposed immediate actions and agreed to hold a future work session to evaluate capital improvement projects to consider expediting urgent projects. This may also include a review of the Downtown Watershed Study findings.

- G. Discussion of potential closed meeting in accordance with Code of Virginia § 2.2-3711 (A)(1) in regards to Town Council members and the Code of Ethics.

Town Attorney Reid Broughton reviewed Closed Meeting exemptions and noted that Council would be legally permitted to meet in closed session to discuss performance/discipline of public officers under Code of Virginia Section 2.2-3711 (A)(1), as well as Section 2.2-3711 (A) (4) that permitted discussions of personal matters unrelated to public business. Mr. Broughton stated that Council could compel member attendance, fine for disorderly behavior, or remove members for malfeasance. Councilwoman Hicks commented that per Councilwoman Sachs' email advising she had sought legal representation in the matter to be discussed, the matter was now a civil one and no longer a council matter. Ms. Hicks said there was no longer a need for a closed meeting and that the matter, if discussed by Council, should be done in open session. Mayor Barber said he supported an open session discussion of the matter, and Council agreed the discussion would be held in open session at the June 23 regular meeting.

## IX. STAFF REPORTS

### A. Town Manager:

- Reviewed the set committee meeting schedules
- Noted, in response to comments by Councilwoman Hicks, that Governor Northam's current Executive Order 65 prohibit the opening of bowling alleys at this time in Phase 2.

### B. Town Attorney:

- Attorney Broughton offered to meet with members of Council regarding issues of concern related to Town Council and the Code of Ethics.

### C. Other Staff:

- Finance Director Val Tweedie updated Council on the meals and lodging tax revenue for the month of May, which reflected a better outcome than anticipated due to COVID-19. Ms. Tweedie also reported on delinquent water bills and noted that the Town had contacted those customers encouraging them to reach out to the Town for a payment plan before water cut off begins June 24.

- Police Chief Mark Sisson and Rescue Chief Joe Coyle reported on ongoing activities and efforts of the New River Valley Public Health Task Force to address public health and safety during the COVID-19 pandemic.

X. COUNCIL REPORTS

- A. Councilman Stipes passed along the commendations of two citizens who appreciated the efforts of Town staff and emergency services personnel in their service to the Town during the COVID-19 crisis. He then recommended the council meeting for June 23 be moved to 6:00 P.M. due to the anticipated length of the meeting.
- B. Councilman Showalter recommended the Town reinstate the defunct Human Relations Committee, due to the current social climate, and to consider a more accurately descriptive name for the ad hoc committee.
- C. Councilman Huppert noted the efforts of Montgomery County Supervisor Sherri Blevins and the Parks and Recreation Department for efforts to recognize Christiansburg's graduating seniors, and encouraged everyone to seek ways through prayer and meditation to improve the current social climate, and strongly disagreed with any comments that Town staff and council were not supportive of the community.
- D. Councilman Bishop expressed appreciation for Town staff's efforts to support and serve the community on a daily basis, especially during this time of crisis.
- E. Councilwoman Sachs reported on the upcoming meeting schedules for the Christiansburg Public Art Advisory Board and the Central Business District Committee. She then expressed support for the "Christiansburg Strong" motto established on social media and proposed the Town provide decals for citizens, and encouraged the Town to seek ways to support the small businesses that have suffered during the COVID-19 crisis. Ms. Sachs then asked Town Manager Wingfield to contact Virginia Municipal League or ask the Town Attorney for advice regarding attorney/client privilege for elected officials.
- F. Councilwoman Hicks thanked Christiansburg Institute for the community outreach event held June 6, and she agreed with Councilman Huppert's comments that the Town should come together to pray for the community and country. She then thanked the Public Works Department for its work within the community, and thanked Parks and Recreation Director Brad Epperley for the care packages sent to Jill's Buddy Camp campers, since the camp has been cancelled due to COVID-19.
- G. Mayor Barber, no report.

XI. OTHER BUSINESS

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:10 P.M.

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Michele Stipes, Clerk of Council

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D. Michael Barber, Mayor



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

June 23, 2020

**ITEM TITLE:** Authorization for renewal of Landfill Professional Services contract with SCS Engineers in the amount of \$120,000.

**DESCRIPTION:** Renewable Landfill Professional Services Contract for services including routine groundwater monitoring, routine landfill gas monitoring, and evaluation and design of site and landfill gas collection system improvements.

**POTENTIAL ACTION:** Approval of contract renewal in amount of \$120,000.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Wayne Nelson

**ITEM HISTORY:**

SCS Engineers was awarded a renewable Landfill Professional Services contract for services including routine groundwater monitoring, routine landfill gas monitoring, and evaluation and design of site and landfill gas collection system improvements. This is the second of four allowable renewals. The proposed budget for FY20 includes \$120,000 for landfill engineering services.

**Information Provided:**

Original Contract

<https://christiansburg.box.com/s/543scs23wm6h38qix9gw211y4rrduq1c>

Amendment 3 (renewal)

<https://christiansburg.box.com/s/rhulxnorsixfguq3tvev6wqgyh9ulw30>



**TOWN OF CHRISTIANBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

June 23, 2020

**ITEM TITLE:** Award Contract to Mendon Pipeline, Inc. in the Amount of \$517,115.00 for Construction of the Silver Lake Interceptor, Phase I, project.

**DESCRIPTION:** Contract award in the amount of \$517,115.00 to Mendon Pipeline, Inc. for construction of the Silver Lake Interceptor, Phase I, project. This project consists of installing new 15” and 8” sanitary sewer near Silver Lake Road and Chrisman Mill Road as the first phase of a multi-phase project to extend gravity sewer to the existing Silver Lake Pump Station. Six bids were received ranging from \$517,115.000 to \$1,198,990.00. The engineer’s estimate was \$827,032.50. Additional information is provided in the Award Recommendation Letter by the Engineer. The budget for this project is \$810,440.00.

**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

Award Recommendation Letter by Engineer with Bid Results

<https://christiansburg.box.com/s/bo84ppaf70jtmfk4nghqz7j7b3c8uyvy>



# TOWN OF CHRISTIANSBURG

*Established November 10, 1792*

*Incorporated January 7, 1833*



## **RESOLUTION RECOGNIZING AL BOWMAN FOR HIS SERVICE ON THE MONTGOMERY REGIONAL SOLID WASTE AUTHORITY AND THE VIRGINIA TECH-MONTGOMERY REGIONAL (EXECUTIVE) AIRPORT AUTHORITY BOARD**

**WHEREAS**, Al Bowman has served as an at-large board member for both the Montgomery Regional Solid Waste Authority Board and the Virginia Tech - Montgomery Regional (Executive) Airport Authority Board; and,

**WHEREAS**, Al Bowman helped in the formation of the Montgomery Regional Solid Waste Authority in 1995, and has served as at-large representative from 1995 until 2020 and led the Authority's successful efforts in regional cooperation; and,

**WHEREAS**, Al Bowman served faithfully as the at-large representative to the Virginia Tech – Montgomery Regional (Executive) Airport Board from its formation in 2002 until 2020; and,

**WHEREAS**, Al Bowman has served in many other capacities in the community including serving as at-large representative to the New River Valley Emergency Communications Regional Authority; and,

**WHEREAS**, the Town of Christiansburg is grateful for Al Bowman's years of service to the community and dedication, knowledge and guidance; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the Town of Christiansburg, Virginia, formally recognizes and commends Al Bowman for his service.

Upon a call for an aye or nay vote on the foregoing resolution at a regular meeting of the Council of the Town of Christiansburg, Virginia held June 23, 2020, members of Council stood opposite their names as indicated:

AYE

NAY

ABSTAIN

ABSENT

Samuel M. Bishop

Johana Hicks

Steve Huppert

Merissa Sachs

Henry D. Showalter

Bradford J. Stipes

D. Michael Barber, Mayor\*

\* Votes only in the event of a tie.

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Michele M. Stipes, Clerk of Council

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D. Michael Barber, Mayor

<b>TOWN OF CHRISTIANSBURG</b>	PAY DATE 6-26-2020	
<b>BILLS TO BE PAID FOR THE MONTHS OF</b>	<b>MAY AND JUNE</b>	
A MORTON THOMAS AND ASSOCIATES, INC	705.90	
ADOLPH KIEFER & ASSOCIATES LLC	1,930.00	AQUATICS LIFE GUARD CHAIR
ALGONQUIN PRODUCTS COMPANY	2,055.55	SUPPLIES PW
ALL SEASONS PEST CONTROL, INC	95.00	
ALLEGHENY CONSTRUCTION CO, INC	360,908.39	N. FRANKLIN CORRIDOR CONSTRUCTION
ALVIS-LAING ELECTRIC COMPANY	3,325.00	INSTALL PUMP AT WWTF
ATLANTIC EMERGENCY SOLUTIONS, INC	6,063.54	REPAIR AND MAINTENANCE ON THREE FIRE TRUCKS
AUTOZONE, INC	78.51	
BANE OIL COMPANY, INC	1,359.20	OFF ROAD FUEL
BELL ELECTRIC OF BLACKSBURG IN	29,550.00	CRAIG MOUNTAIN PUMP STATION
BLACKBERRY MULCH	70.20	
BLUE RIDGE ANALYTICAL LLC	3,615.00	TESTING WWTP
BOONE TRACTOR & IMPLEMENT INC.	288.18	
BORING CONTRACTORS INC	137,593.35	CONSTRUCTION CHRISMAN MILL REALIGNMENT
BOUND TREE MEDICAL, LLC	3,389.19	MEDICAL SUPPLIES
BROWNELLS, INC.	187.52	
CARDINAL BLUEPRINTERS, INC.	916.42	
CARILION HEALTHCARE CORP.	80.00	
CAROLINA INDUSTRIAL EQUIPMENT	1,329.33	SUPPLIES STREETS
CENTURY ENGINEERING, INC	38,512.82	ENGINEERING SERVICES CAMBRIA FRANKLIN INTERSECTION
CHA CONSULTING INC	7,373.95	PRETREATMENT AND BIOSOLIDS MANAGEMENT
CMC SUPPLY, INC.	695.41	
COLE TRUCK PARTS, INC	2,057.12	PARTS FOR VEHICLE MAINTENANCE AND REPAIR
CRAIG'S FIREARM SUPPLY, INC	1,166.13	
CROW'S NEST GREENHOUSES	5,826.99	FLOWERS, SELF WATERING BASKETS AND SUPPLIES
DATA MANAGEMENT, INC	1,182.50	TIMECLOCK WEBHOSTING
DICK JONES SALES INC	1,094.00	SUPPLIES FOR WWTP
DOMINION DOOR & HARDWARE INC	205.00	
DUNCAN FORD MAZDA	3,124.81	VEHICLE MAINTENANCE AND REPAIR
E. C. PACE COMPANY INC	27,752.65	CONSTRUCTION ARBOR DRIVE SIDEWALK
EAST COAST EMERGENCY VEHICLES, LLC	12,005.94	LIGHT BARS, SIRENS ETC FOR NEW VEHICLES
ELECTRICAL EQUIPMENT COMPANY	3,519.11	FANS AND BLOWERS WWTF
ELECTRICAL SUPPLY CO	3,418.97	REPAIR AND MAINTENANCE VARIOUS TOWN BUILDINGS
EMS MANAGEMENT & CONSULTANTS, INC	2,897.73	EMS BILLING
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, INC	77,860.17	WWTP SLUDGE HAULING
EPLUS TECHNOLOGY INC	2,930.80	OFF SITE BACK UP
EXCEL TRUCK GROUP	113.46	
F & R ELECTRIC	4,475.00	PUMP STATION REPAIRS WW
FAULCONER CONSTRUCTION COMPANY INC	34,080.00	PARK DESIGN
FERGUSON ENTERPRISES, INC.#75	17,439.64	PIPES, FITTINGS WATER AND SEWER
FIDELITY POWER SYSTEMS	781.00	
FISHER AUTO PARTS, INC.	1,068.56	VEHICLE MAINTENANCE AND REPAIR
FLEET PRIDE, INC	1,398.71	VEHICLE MAINTENANCE AND REPAIR
FORTILINE INC	201.25	
G/A SAFETY SUPPLY, INC	125.05	
GALLS, AN ARAMARK COMPANY	2,504.65	PD UNIFORMS AND SUPPLIES
GARDNER DENVER NASH LLC	2,556.44	WWTP BLOWER #2 REPAIRS
GAY AND NEEL, INC.	985.00	
GRAINGER	129.68	
GRANTURK EQUIPMENT CO., INC	2,126.01	SUPPLIES STREETS
Hajoca Corporation	519.03	
HARVEY CHEVROLET CORP.	229.27	
HAWKINS-GRAVES, INC	560.00	
HAZEN AND SAWYER	6,753.15	UV PROJECT WWTP FINAL
HIGHWAY MOTORS, INC.	7,000.23	REPAIR INTERNATIONAL TRUCK PW, STREETS
HOSE HOUSE, INC.	77.77	
HURT & PROFFITT, INC	24,387.27	ENGINEERING SERVICES CHRISMAN MILL, SILVER LAKE INTERCEPT, ROANOKE ST SIDEWALK
HY-TEST, INC	95.00	
IDEAL CABINETS INC.	160.00	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	509.80	
JAMES RIVER EQUIPMENT-SALEM	635.86	
JOHNSON CONTROLS	918.29	
KING GENERAL CONTRACTORS, INC	176,023.13	CONSTRUCTION HBT III
KING-MOORE, INC	3,600.00	IT CONSULTANT
KINGS TIRE SERVICE, INC	250.00	
KLA ENTERPRISES LLC	3,940.76	SIGNAGE TOWN BUILDINGS COVID 19
KORMAN SIGNS, INC.	357.17	
KUSTOM SIGNALS, INC.	1,639.00	PD VEHICLE EQUIPMENT

<b>TOWN OF CHRISTIANSBURG</b>	PAY DATE 6-26-2020	
<b>BILLS TO BE PAID FOR THE MONTHS OF</b>	<b>MAY AND JUNE</b>	
LANCASTER, INC.	20.00	
LITTLE RIVER POOL AND SPA, INC	681.30	
LIVE WORK EAT GATHER INC	1,230.00	PROVIDE MEALS TO SENIORS
LYON METAL MFG OF VIRGINIA	853.00	
M. C. DEAN INC	869.50	
MARKETING ON MAIN STREET LLC	101.96	
MCDONOUGH BOLYARD PECK, INC	29,590.71	ENGINEERING SERVICES PARK, ANNUAL PAVING, DEPOT PK TRAIL, CHRISTMAN MILL
MCGRADY-PERDUE HEATING & COOLING, INC	16,763.93	REPLACE HVAC UNITS TOWN HALL
MCKESSON MEDICAL-SURGICAL GOVERNMENT SOLUTIONS LLC	218.04	
MCNEIL ROOFING, INC	17,468.00	REPAIR ROOFING TOWN HALL
MEADE TRACTOR	14.11	
MEDEXPRESS URGENT CARE, P.C. - VIRGINIA	180.00	
MID ATLANTIC WASTE SYSTEMS	2,401.30	EQUIPMENT REPAIR
MITCHELL REPAIR INFORMATION COMPANY LLC	2,369.69	SOFTWARE FOR FLEET MAINTENANCE
MODERN AUTOMOTIVE	785.42	
MONTGOMERY DISTRIBUTORS	2,404.81	SAFETY SUPPLIES
MUNICIPAL CODE CORP.	350.00	
MUNICIPAL EMERGENCY SERVICES, INC	288.00	
NAFECO INC	121.25	
NATIONAL POOLS OF ROANOKE, INC.	391.70	
NEW RIVER ENGRAVING	126.00	
NEW RIVER FIRE EXTINGUISHERS	920.50	
NEW RIVER OFFICE SUPPLY	102.85	
NEW RIVER VALLEY RENT ALL INC	478.50	
NORTHERN TOOL & EQUIPMENT COMPANY, INC	549.99	
NORTHWEST HARDWARE CO INC	331.47	
NRV LAWNS & LANDSCAPING, LLC	17,320.00	MOWING CEMETERY, PARKS, BUILDINGS AND STREETS
ORDERS CONSTRUCTION CO INC	2,643.80	FINAL PAYMENT UV UPGRADE CONSTRUCTION
POWER ZONE	1,518.36	PARTS AND SUPPLIES VARIOUS DEPARTMENTS
PRECISION GLASS & UPH. INC.	1,786.67	PLEXIGLASS VARIOUS LOCATIONS FOR EMPLOYEE PROTECTION
PRECISION WEIGHING	573.00	
PROFESSIONAL COMMUNICATIONS	2,364.40	RADIOS FOR PD
QUALITY TIRE & BRAKE SERVICE	2,942.00	VEHICLE MAINTENANCE AND REPAIR
ROBERT G SLATE	650.00	
ROBERTS OXYGEN COMPANY, INC	548.20	
ROIC	300.00	
ROCKWELL AUTOMATION INC	4,135.95	SOFTWARE FOR TREATMENT PLANT
RUMMEL KLEPPER & KAHL LLP	6,101.10	ENGINEERING SERVICES TOWER ROAD
SAMPSON-BLADEN OIL CO INC	333.89	
SANDS ANDERSON	13,303.00	LEGAL SERVICES
SANICO, INC	6,670.48	JANITORIAL CLEANING SUPPLIES
SARA S DULANEY	3,978.25	PLANTS FOR TOWN PLANTERS
SF MOBILE-VISION, INC	1,590.00	CAMERA SYSTEM PD MAINTENANCE
SHEEHY AUTO STORES	356.00	
SHERWIN-WILLIAMS	1,091.91	PAINT SUPPLIES, REC AQUATICS
SIRCHIE FINGERPRINT LABORATORIES	231.40	
SOUTH EAST SALES	1,150.00	POLICY MANUALS PD
SOUTHEASTERN EMPLOYERS SERVICE CORPORATION	200.00	
SOUTHERN AIR, INC	23,435.92	PREVENTATIVE MAINTENANCE AND REPAIRS, TOWN WIDE
SOUTHERN REFRIGERATION CORP.	782.05	
SPIRIT SERVICES, INC	51.75	
STATE ELECTRIC SUPPLY CO., INC.	298.15	
STERNS, CONRAD AND SCHMIDT CONSULTING ENGINEERS, INC	9,985.15	ENGINEERING SERVICES LANDFILL
STONER, INC	81.74	
SUNAPSYS, INC	7,634.31	SCADA UPDATES ON LIFT STATIONS AND CRAIG MTN
SYCOM TECHNOLOGIES	370.00	
TAYLOR OFFICE & ART SUPPLY, INC	2,705.30	OFFICE SUPPLIES VARIOUS DEPARTMENTS
TENCARVA MACHINERY CO.	1,008.00	
THOMPSON TIRE & MUFFLER	1,624.32	VEHICLE MAINTENANCE AND REPAIR
TOWN OF BLACKSBURG	2,000.00	BIKE SHARE GRANT MATCH
TRANE	2,385.12	REPAIRS AQUATIC CENTER
TURPIN DISTRIBUTION SERVICES LLC	370.00	
UNIFIRST CORPORATION	3,349.54	UNIFORMS PW
UNIVERSITY OF VIRGINIA	1,000.00	VIRGINIA INSTITUTE OF GOVERNMENT- ANNUAL MEMBERSHIP
USA BLUE BOOK	2,167.79	TESTING SUPPLIES WWTP
VIRGINIA UTILITY PROTECTION SERVICE, INC	682.50	
VSC FIRE & SECURITY, INC	150.00	
WILLS RIDGE SUPPLY INC	517.50	
WILSON BROTHERS INCORPORATED	536.61	

<b>TOWN OF CHRISTIANSBURG</b>	PAY DATE 6-26-2020	
<b>BILLS TO BE PAID FOR THE MONTHS OF</b>	<b>MAY AND JUNE</b>	
WITMER PUBLIC SAFETY GROUP, INC	8,118.49	FIRE DEPARTMENT PROTECTIVE GEAR
WRANGLER HOLDCO CORP	26,267.22	RECYCLING COSTS
<b>TOTAL BILLS TO BE PAID</b>	<b>1,285,726.46</b>	PAY DATE 6-26-2020

**TOWN OF CHRISTIANBURG  
BILLS PAID DURING THE MONTH OF  
SPECIAL REVENUE FUNDS**

**MAY AND JUNE**

VENDOR	AMOUNT PAID	DESCRIPTION
ANGLE FLORIST	225.00	POF FUNERAL
C.W. WILLIAMS& COMPANY LLC	940.80	PUMP TESTING FIRE DEPT
FIRE RESCUE AND TACTICAL	625.40	UNIFORMS FIRE
NEW RIVER FIRE EXTINGUISHERS	460.00	RECHARGE AND UPDATE
SYMBOL ARTS	829.50	PD AWARDS
THOMPSON TIRE&MUFFLER	865.12	NEW TIRES FIRE DEPT VEHICLE
TOWN OF CHRISTIANBURG	222.12	FUEL
VERIZON WIRELESS	264.44	
WITMER SAFETY GROUP INC	974.35	UNIFORMS FIRE
<b>TOTAL PAID BILLS</b>	<b>5,406.73</b>	

<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS PAID DURING THE MONTH</b>	<b>MAY AND JUNE</b>	
<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
ADVANCE AUTO PARTS	2,936.92	PARTS FOR REPAIRS OF VEHICLES AND EQUIPMENT
ADAMS CONSTRUCTION CO	4,984.84	ASPHALT MIX AND PATCH
AIRGAS NATIONAL CARBONATION	1,235.79	CARBON DIOXIDE GAS FOR AQUATICS
AMAZON CAPITAL SERVICES INC	5,883.14	SUPPLIES MOSTLY FACE MASKS
AMERICAN WILD LLC DBA RECON POWER BIKES	4,659.01	POLICE BIKE WITH TRAILER
ANTHEM BLUE CROSS BLUE SHEILD	118,103.25	MEDICAL INSURANCE EMPLOYEES
APPALACHIAN POWER	73,456.38	TOWN WIDE UTILITY SERVICES
ARC3 GASES	188.48	
AT & T	263.43	
AT & T MOBILITY	172.42	
ATMOS ENERGY	6,954.36	TOWN WIDE GAS SERVICES
BIRD AND HOPPER FARM	62.43	FARMERS MARKET SNAP AND CC CHIP REDEMPTION AND WEB SALES
BOXLEY ASPHALT	186.69	ASPHALT
BMS DIRECT	6,767.30	POSTAGE PRINTING WATER BILLS AND NEWSLETTERS
BRUCE CALDWELL	108.58	FARMERS MARKET SNAP AND CC CHIP REDEMPTION AND WEB SALES
CARTER MACHINERY CO	1,278.86	GENERATOR INSPECTIONS
CARDMEMBER SERVICES	10,020.55	SUPPLIES EQ 5703.91 DUES 655.00 SCHOOLS 913.00 TRAVEL 0 SOFTWARE 647.41 UNIFORMS 2031.11 RECRUITING RETENTION FIRE RESCUE 70.12
CAROLINA INDUSTRIAL EQUIPMENT	497.57	
CHANDLER CONCRETE	1,525.60	
CFS GROUP/BLUE RIDGE DISPOSAL & RECYCLING	137.50	SLUDGE DISPOSAL
CRYSTAL SPRINGS	242.71	
CITIZENS	3,925.00	INTERNET
CURTIS BAY MEDICAL WASTE VIRGINIA	92.21	
DATA MANAGEMENT INC	5,333.30	TIMECLOCK MAINTENANCE
DELTA DENTAL	5,381.49	DENTAL COVERAGE EMPLOYEES
DONS AUTO CLINIC	495.55	PD VEHICLE MAINT.
DUES AND MEMBERSHIPS	1,211.18	PD 80
ENVIRONMENTAL BIOTECH INTERNATIONAL	329.95	
FEDERAL EXPRESS	89.02	
FERGUSON ENTERPRISES INC	52.86	
FIDELITY POWER	308.00	
GRANITE TELECOMMUNICATIONS	1,946.78	TELEPHONE
HALL'S GARAGE DOORS	913.00	WWTF SERVICE CALL
HEAVENER RENTAL LLC	83.60	
HOLLYBROOK MULCH TRUCKING INC	202.50	
JF PETROLEUM GROUP	218.25	
JENNIFER BEAN	18.10	FARMERS MARKET SNAP AND CC CHIP REDEMPTION AND WEB SALES
KATHERINE LEIGH RAY	15.00	FARMERS MARKET SNAP AND CC CHIP REDEMPTION AND WEB SALES
LAWRENCE TRANSPORTATION SYSTEMS	247.53	
LUMOS NETWORKS INC/SEGRA	1,168.65	PHONE SERVICE
LOWE'S	4,393.70	VARIOUS PARTS AND SUPPLIES PPE
MANSFIELD OIL	16,441.90	FUEL PURCHASES
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	103,310.41	TIPPING FEES FOR SOLID WASTE SERVICES
MONTGOMERY SANITATION SERVICES	8,800.00	SILVER LAKE PUMP STATION REPAIR
MOUNTAIN VIEW HOPS LLC	20.81	FARMERS MARKET SNAP AND CC CHIP REDEMPTION AND WEB SALES
NATIONAL CENTER FOR SAFETY INITIATIVE	60.00	
NETWORK FLEET INC	475.70	
NEW RIVER ENGRAVING	309.00	
NEW RIVER FIRE EXTINGUISHERS	122.50	
NORTHWEST HARDWARE	12.75	
OLD TOWN PRINTING & COPYING	172.07	
RED VALVE COMPANY INC	30.12	
REFUND CONSTRUCTION BOND	2,500.00	
REFUND EMS	162.02	
REFUND FEES REC DEPT	614.00	

<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS PAID DURING THE MONTH</b>	<b>MAY AND JUNE</b>	
<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
REFUND FEES AQUATIC CENTER	560.00	
REFUND PERMITS	51.00	
REFUND TAXES	13,057.18	REFUND TAX OVERPAYMENTS
REFUND WATER/SEWER	1,603.71	
REIMBURSEMENTS EMPLOYEES	1,724.87	pw work boot allowance
REIMBURSEMENTS SUPPLIES	85.69	SUPPLIES
ROANOKE TIMES	4,535.23	ENGINEERING PROJECT ADS \$3029.44
ROBERTS OXYGEN COMPANY	136.60	
ROLLER VENTURES	35.00	
SALEM STONE	1,603.32	STONE AND GRAVEL STREETS
SCHOOLS	30.00	
SHENEL	605.31	
SHRED-IT	81.12	
SISSON AND RYAN QUARRY LLC	432.90	STONE AND GRAVEL STREET REPAIRS
SOUTHERN REFRIGERATION CORP	198.54	PARTS FOR REPAIRS AND MAINTENANCE AT AQUATIC CENTER
SOUTHERN STATES	762.33	SEED AND FERTILIZER
SPEEDWAY	1,084.68	FUEL TOWN VEHICLES
STAND ENERGY	3,211.27	NATURAL GAS FOR AQUATIC CENTER
SUPER SHOES	71.99	RESCUE UNIFORMS
SUBURBAN PROPANE	285.46	WWTP GENERATORS
TAYLOR OFFICE & ART SUPPLY INC	34.43	
TELVENT USA HOLDINGS	601.35	
TESSCO	117.22	
TOM MAXEY	155.00	FARMERS MARKET SNAP AND CC CHIP REDEMPTION AND WEB SALES
TRACTOR SUPPLY	162.94	MISC SUPPLIES
TRAVEL	200.00	PW COUNCIL PD 200 FIRE RESCUE
TREASURER OF VIRGINIA	2,059.25	DEQ PERMIT VSMP 504 dmv stops 100 LAND APP FEE 307.50 3RD QTR WATER KIT 1147.75
VA ASSOC OF COUNTIES GROUP INSURANCE	298,925.52	SHORT TERM DISABILTY 1292.27 WORKERS COMP 64117.25 ANNUAL LIABILITY AND PROPERTY INS ANNUAL 233516.
VERIZON	6,515.45	
VERIZON WIRELESS	14,451.71	CELL PHONES AND TABLETS
VIRGINIA DEPT OF TAXATION	150.00	dmv stops 150
VIRGINIA EVERYWHERE	275.00	
VIRGINIA MEDIA	1,333.00	JOB POSTINGS, PUBLIC HEARINGS ETC
VIRGINIA MUNICIPAL LEAGUE	10,395.00	ANNUAL DUES
VIRGINIA RETIREMENT SYSTEMS	156,601.63	EMPLOYEE RETIREMENT
VIRGINIA TECH BURSAR OFFICE	6,000.00	GRANT ECOSYSTEM PROJECT
VOLSAP	2,375.00	FIRE FIGHTERS RETIREMENT
WEST PUBLISHING COMPANY	130.94	
WILSON AUTO SUPPLY	368.20	
WORDSPRINT	358.52	
<b>TOTAL SPECIAL REVENUE BILLS PAID</b>	<b>5,406.73</b>	
<b>TOTAL PAID BILLS</b>	<b>930,489.12</b>	
<b>BILLS TO BE PAID</b>	<b>1,285,726.46</b>	
<b>GRAND TOTAL</b>	<b>2,221,622.31</b>	



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

**AGENDA LOCATION:** Discussion/Action by Mayor and Council

**MEETING DATE:** 06-23-2020

**ITEM TITLE:**

**Resolution to adopt budget modification #4 for fy 2020 for Cares Act funding  
Resolution to appropriate funds pursuant to budget modification #4 for fy 2020**

**DESCRIPTION:**

The Town is anticipated to receive funding under the Cares Act thru an agreement with Montgomery County of approximately 1.6 million dollars. There are strict guidelines on how these funds may be expended. For FY 2020 we anticipate using approximately \$534,200 to recover costs incurred during FY2020. Costs incurred during the year include the additional 2 weeks of leave granted to employees as well as extended FMLA family leave. We may also recover employee costs for COVID 19 work that employees have been required to do that is substantially different then their normal functions, such as major cleaning and disinfection of facilities and attendance at various meetings for response to COVID 19. We will also be able to recover costs for PPE, disinfecting supplies, medical supplies etc.

**POTENTIAL ACTION:**

Approval of resolution to adopt Budget Modification for FY 2020 for Cares Act funding.

**DEPARTMENT:** Finance

**PRESENTER:** Val Tweedie

**ITEM HISTORY:**

Public hearing for this amendment is not required as it is less than 1% of the overall budget and the resolution may be approved upon presentation.

**ATTACHMENTS:**

Budget Amendment #4

<https://christiansburg.box.com/s/9gs258z64xxgsgz1pjnac4lcszyuubux>

Resolution to Adopt Mod #4

<https://christiansburg.box.com/s/1glgaodzx2x25qz6eqkoqbqwj26ja6zk>

Appropriation Resolution Budget Mod #4

<https://christiansburg.box.com/s/of9c8xp0fso40wsj2onhuzy0x4sgny>



## **CHRISTIANSBURG TOWN COUNCIL CODE OF ETHICS**

**The citizens of Christiansburg are entitled to fair, ethical, accountable, and effective local government. Such a government requires that elected public officials:**

- **Comply with both the letter and spirit of the laws, ordinances, and policies of Town government.**
  - **Be independent, impartial and fair in their judgment and actions.**
  - **Use their public office for the public good and not for personal gain.**
  - **Conduct public deliberations and processes openly.**
  - **Act with respect and civility.**
- 1. Council Members shall work for the common good of the people of Christiansburg and not for any private or personal interest. They will treat all persons, claims, and transactions in a fair and equitable manner.**
  - 2. Council Members shall at all times refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of Town Council, boards, commissions, committees, staff, or the public.**
  - 3. Council Members duties shall be performed in accordance with the rules established by the Town Council. A Council Member shall respect a decision by Council once it has been made by the majority of Council.**
  - 4. It is the responsibility of Council Members to share information that is relevant to any matter under consideration that they have received from sources outside of the decision-making process with all other Council Members.**
  - 5. Council Members shall interact with one another honestly, forthrightly, truthfully, and respectfully. Discussions shall focus on issues, policies, and other substantive matters relating to the function of Town Government.**
  - 6. Council Members shall respect and preserve the confidentiality of information provided to them concerning the matters of the Town. They shall neither disclose confidential information without proper legal authorization nor use such information to advance their personal, financial, or private interests.**
  - 7. To the best of their ability, Council Members shall represent the official policies and positions of the Town Council. When presenting their own personal opinions or positions, members shall explicitly state that they do not represent the official position of the Council or the Town.**
  - 8. Council Members shall support and maintain a positive and constructive environment for residents, businesses, Town employees, and others involved in**

**Town activities. Council Members shall listen to concerns and requests by town residents and then pass that information to the Town Manager.**

- 9. Members of the Council have the primary responsibility to ensure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of Town Government.**
- 10. Members of Christiansburg Town Council have the responsibility to intervene when actions of any member or members appear to be in violation of this Code Ethics.**
- 11. The Code of Ethics shall be reaffirmed by majority vote of Town Council each annual reorganizational meeting, typically scheduled the first regular meeting in January.**

**Adopted by Town Council  
Amended and Reaffirmed by Town Council**

**July 17, 2007  
March 10, 2020**