



AGENDA

SPECIAL MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
OCTOBER 13, 2020 – 6:00 P.M.

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
OCTOBER 13, 2020 – 7:00 P.M.

(The regular meeting will be in-person and streamed on YouTube 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.

The meeting will be streamed live on the Town of Christiansburg's YouTube page at www.christiansburg.org/YouTube and will remain on the Town's YouTube page once the meeting concludes.

If you do not want to or cannot attend the meeting in-person, there are several contactless methods for submitting public comment. To submit public comments, please visit www.christiansburg.org/publichearings. You may also leave a voicemail with your comments at 540-382-6128, ext. 1109; mail a letter to Town Hall, ATTN: Town Council, 100 E. Main St., Christiansburg, VA 24073; use the drop box to the left of the front doors at Town Hall to leave a letter; or email info@christiansburg.org. Regardless of the method you use, please include your full name and address with your comments. Please provide comments prior to 6:00 p.m. on Tuesday, October 13, 2020 in order for the comments to be distributed to Town Council before the meeting.

WORK SESSION

I. Call to Order

II. Discussions by Mayor and Council Members

- A. A Closed Meeting under 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 Closed Meeting is for Council to discuss appointment of Clerk of Council.

III. Adjournment

----- *Recess until 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

- A. Conditional Use Permit request by applicant Colin Huff for a towing service at property owned by L & R Burch Properties LLC located at 3295 North Franklin Street (tax map no. 406-A-13E) in the I-2, General Industrial District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

IV. CONSENT AGENDA

- A. Meeting Minutes of September 22, 2020.
- B. HVAC Maintenance and Repair contract with Trane for Aquatics \$28,500 annually.
- C. Biosolid Hauling and Application Contract with ELMS Inc. at an annual amount of \$188,476 estimated based on prior years quantities.
- D. Contract for Design of Biosolids Management System with CHA for \$459,000.

- E. Contract with McDonough Bolyard Peck, Inc. d/b/a MBP for Construction Engineering and Inspection Services on the Roanoke Street – Tower Road Intersection Project in the amount of \$209,928.
- F. Acknowledgment of Proclamation Recognizing November 1, 2020 as Extra Mile Day.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Christiansburg Bikeway – Walkway Committee Letter to Town Council.

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Political displays at Town events and Town-sponsored events.

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

October 27, 2020, 7:00 P.M. – Regular Meeting

November 10, 2020, 7:00 P.M. – Regular Meeting



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

AGENDA LOCATION:
PUBLIC HEARING

Meeting Date:
October 13, 2020

ITEM TITLE:

Public Hearing for a Conditional Use Permit request by Colin Huff (applicant) for a towing service located at 3295 North Franklin Street (tax map no. 406 – A – 13E) in the I-2, General Industrial District (CUP 2020-06). The property is owned by L&R Burch Properties LLC.

DESCRIPTION:

The applicant requests a Conditional Use Permit to operate a towing service at 3295 North Franklin Street in the I-2, General Industrial zoning district.

Planning Commission held its public hearing on September 14, 2020. At its September 14, 2020 meeting, the Planning Commission recommended approval by a vote of 6-0 with seven conditions:

1. The property shall be limited to storage of no more than ten inoperable vehicles.
2. All towed vehicles are to be screened from adjoining properties and rights-of-way.
3. All vehicles are to be kept on-premises and not within any public right-of-way or adjacent property. Any towed vehicles are to remain on-premises no longer than six months excluding extenuating circumstances supported by documentation showing intent and progress to remove a vehicle from the property.
4. The property shall be maintained in a clean, sanitary, and slightly manner.
5. All waste petroleum products and/or chemicals shall be disposed of properly and are not to accumulate upon the premises. Provisions shall be made for the capture of leaking petroleum products and/or chemicals.
6. All parts, including faulty parts, tires, etc. are to be kept inside the garage or a fully enclosed building (including a roof) until disposal.
7. This permit is subject to review in one year.

Please note the applicant expressed his intent to provide fencing around the entire graveled portion of the property in order to screen service vehicles and contractor equipment as well as towed vehicles (the original concept plan shows fencing for towed vehicles only). Town Code requires minimum six-foot-tall fencing for the storage of contractor equipment on gravel lots.

The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

POTENTIAL ACTION:
Hold Public Hearing

DEPARTMENT(S):
Planning Department

PRESENTER:
Andrew Warren, Assistant Town Manager

Information Provided:

Planning Commission Resolution

<https://christiansburg.box.com/s/cylx1b2pgczmu45daqqvcpb5c985i4il>

Planning Commission Minutes – September 14, 2020

<https://christiansburg.box.com/s/1jpmid9nj1fnp1u9nq0rgkj2ocxe2q3t>

Staff Report with CUP application and maps

<https://christiansburg.box.com/s/dn9yvyt2ddjh9fe79tyoxel7gso6nwk2>

Public Comment Received

<https://christiansburg.box.com/s/xe4r2yyh2wrr7qycmoe2u2yfmicy7sr1>

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
SEPTEMBER 22, 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 SEPTEMBER 22, 2020 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Merissa Sachs; Samuel M. Bishop; Steve Huppert; Henry Showalter; Bradford J. Stipes. ABSENT: Johana Hicks.

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren, Clerk of Council Michele Stipes; Town Attorney Reid Broughton; Finance Director Val Tweedie; Director of Engineering Wayne Nelson; Planning Director Will Drake; Assistant Engineering Director for Capital Projects and Utilities Justin St. Clair; Public Works Director Jim Liancianese; Building Official Jerry Heinline; Building Inspector II Bane Compton; Asst. Director of Public Works Utilities Don Cole; Neighborhood Services Coordinator Patrick Saunders; Police Chief Mark Sisson.

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

IV. CONSENT AGENDA

- A. Meeting Minutes of September 8, 2020.
- B. Monthly Bill List.
- C. Resolution Recognizing October 4 - 10, 2020 as Fire Prevention Week.

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

V. INTRODUCTIONS AND PRESENTATIONS

A. Assistant Director of Engineering Capital Projects and Utilities Justin St. Clair to present on water and sewer capital projects.

Mr. St. Clair updated Council on the water and sewer capital projects that were included in the current annual budget, and those that had been delayed and would be included for consideration in the upcoming budget amendment. In his report, Mr. St. Clair described the details of each project and included the funding source and cost, along with the page the project could be found in the budget. Mr. St. Clair briefly overviewed less visible water and sewer projects that were soon to be completed, and offered to answer questions.

B. Assistant Director of Public Works Utilities Don Cole to present on Wastewater Treatment Plant capital projects.

Mr. Cole talked about the history of the WWTP and facility upgrades over the past forty years that accommodated growth. He then highlighted plans for the facility that included a preliminary engineering report to identify improvements for the next 20 years, a biosolids system upgrade design, and SCADA system upgrades, that were included in the current budget. Mr. Cole explained in detail the specific repairs for the nine system areas that would be identified by the preliminary engineering report, and provided an overview of the needs related to the biosolids system and SCADA, and noted that the biosolids system upgrade, anticipated to cost approximately \$3.8M, would create a more efficient process and would produce a product that could be disposed of at the landfill. In his report, Mr. Cole included the financial status of the WWTP, including the debt service to be paid in full in March 2021. Mr. Cole noted that 100% of Christiansburg's wastewater flows to the WWTP, along with some from Montgomery County, and he offered to answer questions.

C. Building Official Jerry Heinline and Neighborhood Services Coordinator Patrick Saunders to present on the blighted structures program and neighbor services program.

Mr. Heinline introduced Neighborhood Services Coordinator Patrick Saunders and Building Inspector II Bane Compton, and provided Council with an update on the blighted structures program, initiated in 2016, that included detailed information about the properties addressed by the Town, and before and after photos of demolitions. Mr. Heinline provided the definition of blighted property/unsafe structure according to Town Code, and referenced the State Code that provided for the implementation of a blighted structures program. Mr. Heinline stressed that the goal of the town was to seek voluntary compliance by property owners in resolving

blight/unsafe issues, and to serve as a community resource, and he noted Mr. Saunders has facilitated this goal by going out into the community to introduce himself and explain the program using a handout for citizens. In addition, the Neighborhood Services Program has partnered with Virginia Tech's Big Event to foster property clean-up, and is using the Town website as a reference point to understanding the program. Mr. Heinline and Mr. Saunders explained the process of investigating complaints, and the process for enforcement when necessary, and reported that the town had received a total of 391 complaints since the beginning of the program. In closing, Mr. Heinline shared positive comments from citizens in support of Mr. Saunders' efforts and involvements in the community. Council expressed appreciation for the approach taken by the Town in addressing blight and unsafe structures as a positive resource for the community.

VI. CITIZEN COMMENTS (no comments presented)

VII. COMMITTEE REPORTS

A. Stipes and Bishop – Street Committee Report/Recommendation on:
Plat from Records Showing Lot Line Vacation & Easement Dedication on Tax Parcels 529-(2)-82E, 83A, 83C, 84A & 530-(2)-84A Situated on Fairview Street, S.E.

Councilman Stipes reported that in 2007 Council approved a Conditional Use Permit for Conner's Mobile Home Park to expand by eleven lots. Since that time a site plan has been developed, and the present request to vacate internal lot lines and dedicate an easement will accommodate the additional lots previously approved. Councilman Stipes noted that staff and the Street Committee recommended approval, and he made a motion to approve the request, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

A. Appointment of Tara Talerico (Hampton Inn Manager) and Reappointment of Luke Brugh (Brugh Coffee Company Owner/Manager) to the Montgomery Tourism Development Council for terms beginning September 22, 2020 and ending September 21, 2022.

Councilman Showalter made a motion to approve the appointment of Tara Talerico and Luke Brugh as presented, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye. Council expressed appreciation for both Ms. Talerico and Mr. Brugh, and both

thanked Council for the opportunity to serve on the Montgomery Tourism Development Council.

B. 2020 Community Development Block Grant Annual Action Plan. The Public Hearing was held September 8, 2020.

No comments were presented during the public comment period. Councilman Showalter made a motion to approve the 2020 CDBG Annual Action Plan, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

C. Request by David Hill, on behalf of Old School Partners Christiansburg, for a 12-month extension to the Conditional Use Permit approved for a planned housing development at 200 Junkin Street, NE to consist of up to 17 apartment units in the R-3, Multi-Family Residential District. The permit was approved by Council on November 27, 2018.

Mr. Hill explained the 12-month extension request would allow additional time to address infrastructure needs, and assured Council that they remained committed to the project. Planning Director Will Drake noted that an extension would extend from the original approval date. Councilman Stipes made motion to approve the extension request, seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

D. Council options in appointment of a member to the vice-mayor position.

Town Manager Wingfield provided Council with an outline of options that was based on Council comments, for review and discussion. Councilman Huppert noted his support for the current nomination process, along with Councilman Showalter and Councilman Stipes. Councilman Bishop said he had no additional comments since his comments during the prior council meeting discussion. Council discussed revisiting the matter in one year. Councilman Stipes made a motion to continue with the current nomination process held during the annual reorganizational meeting, and to revisit the matter in one year. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Nay; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

IX. STAFF REPORTS

A. Town Manager:

- Request that Council task the Planning Commission with reviewing and updating the Christiansburg Comprehensive Plan, as 2013 was the last major update. Council agreed to the request.

- Ribbon cutting for the trail and footbridge at Depot Park is scheduled for September 25 at 11:00 a.m.
- A special meeting for the discussion of the budget amendment was scheduled for October 15, 2020 at 5:00 p.m.
- The town received a request from a citizen for a second recycling cart, and Finance Director Val Tweedie noted that the town had received many similar requests for additional carts since the beginning of the curbside recycling program. She explained that it would be more feasible to provide a second cart to interested residents, rather than moving to weekly recycling collection. Councilwoman Sachs noted that this request had been discussed in the past, and, to encourage recycling participation, recommended providing an additional recycling cart for a fee of \$10/month. Council expressed support for Councilwoman Sachs' recommendation, and Councilman Showalter recommended the Town issue a public announcement on ways to handle recycling compaction to optimize recycling can volume.

Councilman Showalter made a motion to approve the \$10/month second cart fee for the citizens that request it, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- NRV Homegrown has requested that the Town sell its membership cards at the recreation center and aquatic center. However, Finance Director Val Tweedie explained that selling the cards would not be a simple process from an auditing/accountability standpoint, and that, historically, the Town did not allow advertising from private businesses and non-profits at its facilities and, therefore, she cautioned against approving the request. It was noted that the group could look into using the community posting board at the aquatic center to advertise its product. Councilman Showalter requested that a policy for uniformity of community posting boards in town-owned facilities be drafted and presented to Council for adoption. Council expressed support for the recommendation of Mrs. Tweedie to not participate in the sale of the membership cards at town-owned facilities.
- Police Chief Sisson reported that, moving forward, the New River Health District Taskforce would provide a written Covid-19 update to local governments on Mondays, Wednesdays, and Fridays, rather than reporting verbally at each individual locality on a periodic basis.
- Councilwoman Sachs asked for an update on the Roselawn Memorial Garden complaints discussed during the previous council meeting. Town Manager Wingfield reported that there had been no feedback from the new manager of Roselawn since he relayed the concerns, and that he would follow-up this week and provide Council

with any information he receives. Future complaints received by the Town would be forwarded to Mr. Joe Redling.

B. Town Attorney:

C. Other Staff:

X. COUNCIL REPORTS

- A. Councilman Stipes commended Councilman Huppert's efforts in advocating for the redevelopment of Depot Park, and for the community and staff who have been instrumental in the redevelopment. Noting the upcoming ribbon cutting at Depot Park, Mr. Stipes suggested the Town reach out to the owners of Rosa Peters Park about connecting the two parks in partnership.
- B. Councilman Huppert thanked Mr. Stipes for the comments and encouraged all to visit the park. He then requested that Town Manager Wingfield pass along his appreciation for the informative staff presentations.
- C. Councilman Bishop announced that a Central Business District Committee meeting would be held virtually tomorrow at 12:00 P.M. and all were invited to attend.
- D. Councilwoman Sachs, no report.
- E. Councilman Showalter, no report.

XI. OTHER BUSINESS

A. Closed Meeting:

1. Councilwoman Sachs made a motion to enter into a Closed Meeting under 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 Closed Meeting was for Council to discuss appointment of Clerk of Council. Councilman Huppert seconded the motion and Council voted as follows: Bishop – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
2. Reconvene in Open Meeting.
3. Certification.
Councilwoman Sachs 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 Bishop and Council voted as follows: Bishop – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes - Aye.

4. Council action on the matters. No action was taken by Council.

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:35 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:** October 13, 2020

ITEM TITLE: HVAC Maintenance and Repairs for the Aquatics Center

DESCRIPTION: To sign contract 21-0002 RFP with Trane U.S. Inc. for three years, with the possibility of two (2) one-year renewals, to maintain and repair Heating, Air Condition and Ventilation equipment at the Aquatics Center. The Contractor shall be paid in accordance with the Contract Documents in the amount of \$28,500 per year.

POTENTIAL ACTION: Approval

DEPARTMENT: Aquatics Center

PRESENTER: Terry Caldwell

ITEM HISTORY: The Town has contracted with Trane and then Southern Air to maintain the HVAC equipment in the Aquatics Center. The Aquatics Center experienced issues with HVAC equipment while Southern Air was maintaining the equipment. So, a Request for Proposal was issued in an attempt to hire a mechanical contractor that could maintain and repair the unique HVAC equipment in the Aquatics Center.

Date: **Action Taken:**

Information Provided:

Date: **Action Taken:**

Information Provided:



THE PLACE TO BE.
CHRISTIANSBURG VA
Established November 10, 1792

100 East Main Street
Christiansburg, VA 24073
p: (540) 382-6128
f: (540) 382-7338

CONTRACT FOR HVAC Maintenance and Repairs for the Aquatics Center

Contract Number: 21-0002 RFP

This contract entered into this 30th day of September 2020, by Trane U.S. Inc., hereinafter called the "Contractor" and the Town of Christiansburg, hereinafter called the "Town".

WITNESSETH that the Contractor and the Town, in consideration of mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF SERVICES: The Contractor shall provide the services to the Town as set forth in 21-0002 Request for Proposal (RFP), Addendum Number 1, and the Contractor's proposal dated August 12, 2020.

CONTRACT PERIOD: The contract period is from November 1, 2020 to October 31, 2023, with the possibility of two one-year renewals. Renewals are not automatic and shall be documented.

COMPENSATION AND METHOD OF PAYMENT: The Contractor shall be paid in accordance with the Contract Documents in the amount of \$28,500 per year.

CONTRACT DOCUMENTS: The Contract Documents shall consist of the documents listed in the Scope of Services section.

CONTRACTOR:

By:

Title: Service Sales Manager

Date: 10/8/2020

TOWN OF CHRISTIANSBURG:

By: _____

Title: Town Manager

Date: _____

Mayor
D. Michael Barber
Town Manager
Randy Wingfield

Town Council
Samuel M. Bishop
Johana Hicks
Steve Huppert
Merissa Sachs
Henry Showalter
Bradford J. Stipes



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

AGENDA LOCATION: Consent Agenda **Meeting Date:** October 13, 2020

ITEM TITLE: 21-0008 RFP for Hauling and Applying Biosolids for the Wastewater Treatment Facility

DESCRIPTION: To sign a contract with Environmental Land-Waste Management Services (ELMS), Inc., to haul and apply biosolids generated by the Wastewater Treatment Facility to approved sites. The expected cost for a year, based on the quantity of biosolids generated last year, is \$188,476.

POTENTIAL ACTION: Approval

DEPARTMENT: Public Works

PRESENTER: James Lancianese

ITEM HISTORY: Since the former contract to haul and apply biosolids expires December 31, 2020, a request for proposal was issued for this item. ELMS, Inc. presented the most favorable proposal for the Town, of the two proposals received. ELMS, Inc. has been the provider of these services since July 1, 2015. That contract was extended, on an emergency basis, to December 31, 2020.

Date:

Action Taken:

Information Provided:

Date:

Action Taken:

Information Provided:



CONTRACT FOR Hauling and Applying Biosolids for the Wastewater Treatment Facility

Contract Number: 21-0008 RFP

This contract entered into this 8th day of October 2020, by Environmental Land-Waste Management Services (ELMS), Inc., hereinafter called the "Contractor" and the Town of Christiansburg, hereinafter called the "Town".

WITNESSETH that the Contractor and the Town, in consideration of mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF SERVICES: The Contractor shall provide the services to the Town as set forth in 21-0008 RFP, Addendum Number 1, and the Contractor's proposal dated September 11, 2020.

CONTRACT PERIOD: The contract period is from January 1, 2021 to December 31, 2021 with the possibility of four one-year renewals. Renewals are not automatic and shall be documented.

COMPENSATION AND METHOD OF PAYMENT: The Contractor shall be paid in accordance with the Contract Documents and as discussed below. The costs of hauling and applying biosolids consists of:

- (1) \$0.10756 per gallon for diesel fuel,
- (2) \$75.00 per wet ton of dewatered biosolids,
- (3) \$0.005 per gallon increase in the per gallon cost for diesel fuel in (1) at each renewal of this contract in January,
- (4) an excess distance fee of \$38 per load of biosolids to be hauled and applied to McNeil Farms in Graysontown in Montgomery County and in Pulaski County, or any other approved site in excess of 15 miles from the Waste Water Treatment Facility,
- (5) a change in the CPI-U from January to December, and
- (6) monthly changes in diesel fuel prices, both of which are as described below

The CPI-U (Consumer Price Index-All Urban Consumers, Not Seasonally Adjust, for the South, All Items less Energy, or a comparable CPI-U index if this CPI-U index is replaced or superceded, will be utilized to calculate an annual increase or decrease in (1) in January of each year.

The prices for diesel fuel for this monthly adjustment (1) will be obtained from the U.S. Energy Information Administration, Lower Atlantic region, U.S. On-Highway Diesel Fuel Prices (Dollars per Gallon), hereafter referred to as EIA. The formula for calculating the diesel fuel adjustment (1) is as follows:

Monthly Disposal Price per Gallon, where: DPPM = Monthly Price per Gallon (preceding month)
FTM = Fuel Price per Gallon (this month)
FPM = Fuel Price per Gallon (preceding month)

Monthly Disposal Price per Gallon = DPPM + ((DPPM x 0.3) x ((FTM-FPM) / FPM))

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Mayor
D. Michael Barber
Town Manager
Randy Wingfield

Town Council
Samuel M. Bishop
Johana Hicks
Steve Huppert
Merissa Sachs
Henry Showalter
Bradford J. Stipes

CONTRACT DOCUMENTS: The Contract Documents shall consist of the documents listed in the Scope of Services Section.

CONTRACTOR:

By: _____

Title: _____

Date: _____

TOWN OF CHRISTIANSBURG:

By: _____

Title: Town Manager

Date: _____

Page 2 of 2

Mayor

D. Michael Barber
Town Manager
Randy Wingfield

Town Council

Samuel M. Bishop Merissa Sachs
Johana Hicks Henry Showalter
Steve Huppert Bradford J. Stipes



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

AGENDA LOCATION: Consent Agenda

Meeting Date: October 13, 2020

ITEM TITLE: Design of Biosolids Management System for the Waste Water Treatment Facility

DESCRIPTION: To sign a contract, in the amount of \$459,000, with CHA Consulting Inc. to design and prepare specifications for the following:

- new dewatering building with one centrifuge and a space for a future centrifuge. The dewatering equipment will be located on the second floor with the first floor reserved for either a biosolids disposal roll off container or a dump truck.
- The addition of a new rotary drum thickener in the solids thickening building to provide thickening redundancy.
- HVAC and electrical upgrades to the existing solids thickening building to meet the requirements of NFPA 820 and other applicable codes.
- Repurpose of one of the existing sludge holding tank as a centrifuge filtrate storage tank with small pumps to slowly meter filtrate to the head of the WWTP.
- Automation of valves in the digester building to feed either the thickeners or the centrifuge.
- SCADA upgrades to accommodate the above-mentioned additions

POTENTIAL ACTION: Approval

DEPARTMENT: Public Works

PRESENTER: James Lancianese

ITEM HISTORY: A preliminary engineering report for the Waste Water Treatment Facility (WWTF) was completed recently, which provides a "road map" for repairs, replacements and renovations to the WWTF so the facility will meet the needs of the Town and comply with environmental and regulatory requirements. This project is the first phase in the preliminary engineering report. CHA Consulting, Inc. may seek financing from the Virginia Department of Environment Quality, if desired by the Town.

Date: Action Taken:

Information Provided:

Date: Action Taken:

Information Provided:



THE PLACE TO BE.
CHRISTIANSBURG VA
Established November 10, 1792

100 East Main Street
Christiansburg, VA 24073
p: (540) 382-6128
f: (540) 382-7338

CONTRACT FOR Design of Biosolids Management System for the Waste Water Treatment Facility

Contract Number: 21-0006 Request for Proposal (RFP)

This contract entered into this 8th day of October 2020, by CHA Consulting, Inc., hereinafter called the "Contractor" and the Town of Christiansburg, hereinafter called the "Town".

WITNESSETH that the Contractor and the Town, in consideration of mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF SERVICES: The Contractor shall provide the services to the Town as set forth in the 21-0006 RFP, the Contractor's proposal in response to 21-0006 RFP dated August 28, 2020 and Exhibit prepared by the Contractor and dated October 5, 2020.

CONTRACT PERIOD: The contract period is from the date of this contract to June 30, 2022.

COMPENSATION AND METHOD OF PAYMENT: The Contractor shall be paid in accordance with the Contract Documents in the amount of \$459,000. Payments will occur as the Contractor completes each of seven tasks as noted in Exhibit A.

CONTRACT DOCUMENTS: The Contract Documents shall consist of the documents listed in the Scope of Services and changes to the Terms and Conditions listed in the RFP that are mutually agreeable to the Contractor and the Town.

CONTRACTOR:

TOWN OF CHRISTIANSBURG:

By: _____

By: _____

Title: _____

Title: Town Manager

Date: _____

Date: _____

Mayor

D. Michael Barber
Town Manager
Randy Wingfield

Town Council

Samuel M. Bishop
Johana Hicks
Steve Huppert
Merissa Sachs
Henry Showalter
Bradford J. Stipes



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

October 13, 2020

ITEM TITLE:

Contract with McDonough Bolyard Peck, Inc. d/b/a MBP for Construction Engineering and Inspection Services on the Roanoke Street – Tower Road Intersection Project in the amount of \$209,928.

DESCRIPTION:

Award of a contract in the amount of \$209,928 to McDonough Bolyard Peck, Inc. d/b/a MBP for Construction Engineering and Inspection Services on the Roanoke Street – Tower Road Intersection Project.

POTENTIAL ACTION:

Approve the proposal and authorize the Town Manager to enter into Contract for the referenced Work.

DEPARTMENT:

Engineering

PRESENTER:

Wayne Nelson

ITEM HISTORY:

NA

Information Provided:

Draft Contract: <https://christiansburg.box.com/s/9fyu6tskzt5jro4yedrpu9886h8cbm8f>

Procurement records are available by request

TOWN OF CHRISTIANSBURG

Established November 10, 1792

Incorporated January 7, 1833



PROCLAMATION

EXTRA MILE DAY 2020

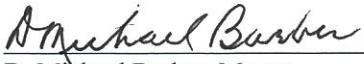
WHEREAS, Christiansburg, Virginia is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

WHEREAS, Christiansburg, Virginia is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Christiansburg, Virginia is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

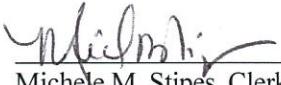
WHEREAS, Christiansburg, Virginia acknowledges the mission of Extra Mile America to create 500 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2020.

NOW THEREFORE, I Mayor of Christiansburg, Virginia do hereby proclaim November 1, 2020 to be Extra Mile Day. I urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.


D. Michael Barber

D. Michael Barber, Mayor

ATTEST:



Michele M. Stipes, Clerk of Council



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

October 13, 2020

ITEM TITLE:

Political displays at Town events and Town-sponsored events.

DESCRIPTION:

Council discussion and potential action regarding political displays at Town events and Town-sponsored events. The Town staff considers Town events to be events solely conducted by the Town and would include our July 4th Celebration, Christmas Tree Lighting, Christmas Parade and Farmers Market. Town-sponsored events would include any events to which the Town provides monetary or in-kind support (such as street closure, police presence, etc.) and would include Heritage Day, Wilderness Trail Festival, and the Food Truck Rodeo. Town-sponsored events have traditionally allowed political displays at the discretion of the event organizer. Town events have traditionally not had political displays, though in light of the cancellation of all normally scheduled Town-sponsored events this year, the Town has recently allowed all interested political displays at a recent Farmers Market. This was a one-time occurrence and no other political displays are planned for the remainder of the Farmers Market season.

POTENTIAL ACTION:

Action toward a policy regarding political displays at Town events and Town-sponsored events.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield

ITEM HISTORY:

NA

INFORMATION PROVIDED:

NA