



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
JANUARY 26, 2021 – 7:00 P.M.

**(The 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](https://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](https://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](mailto: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, January 26, 2021 for the comments to be distributed to Town Council before the meeting.

### REGULAR MEETING

#### I. CALL TO ORDER

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

#### II. ADJUSTMENT OF THE AGENDA

#### III. PUBLIC HEARINGS

**IV. CONSENT AGENDA**

- A. Approval of Minutes of January 12, 2021.
- B. Monthly Bill List.
- C. Schedule Public Hearing for February 23, 2021 to: (a) vacate the right of way; and (b) authorize the conveyance from the Town to the Montgomery County School Board for the Christiansburg High School "bus loop" at 100 Independence Boulevard N.W. (Tax Parcel No. 466-2-11A) (.954 acres).

**V. INTRODUCTIONS AND PRESENTATIONS**

- A. Executive Director of the Montgomery County Regional Tourism Program Lisa Bleakley to provide a tourism update.
- B. Rescue Chief Joe Coyle to present on Rescue operations and response coverage.
- C. Engineering Director Wayne Nelson to update Town Council on the Stormwater Utility Committee.

**VI. CITIZEN COMMENTS**

**VII. COMMITTEE REPORTS**

- A. Stipes and Bishop—Street Committee Report/Recommendation
  - 1. Plat Showing Subdivision of Lot 2, Spradlin Farm Subdivision at the corner of Conston Avenue, N.W. and Spradlin Farm Drive, N.W. creating one lot.

**VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL**

- A. Town Computer Decommissioning Policy
- B. Rezoning request by Balzer and Associates, Inc., on behalf of RWW36, LLC (applicant), for an approximately 4.306 acre property owned by Mary Maxie Jewell Trust, Mary Stewart, Janet Epperly, Bill Jewell, Trustees, located west of Weddle Way, N.W. (tax map no. 435-A-13). The request is to rezone the property from R-1A, Rural Residential to R-2, Two-Family Residential with proffers in order to create 7 two-family dwelling lots for a total of 14 units as well as a lot designated for stormwater management. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held December 8, 2020 and Council action was deferred from January 12, 2021.

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

February 9, 2021, 7:00 P.M. – Regular Meeting  
February 23, 2021, 7:00 P.M. – Regular Meeting

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
JANUARY 12, 2021 – 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 JANUARY 12, 2021 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; Assistant Town Manager Andrew Warren, Town Attorney Reid Broughton; Clerk of Council Michele Stipes; Deputy Clerk of Council Tracy Heinline; Police Chief Mark Sisson.

**REGULAR MEETING**

**I. CALL TO ORDER**

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

**II. ADJUSTMENT OF THE AGENDA**

**III. PUBLIC HEARINGS**

**IV. CONSENT AGENDA**

- A. Approval of Minutes of December 8, 2020.  
Councilman Stipes requested the minutes be amended to provide a change to section VIII, item H under Discussion of *Code of Ethics/Report from Town Attorney*, pertaining to violation of 103 College Street. Mr. Stipes explained he would like the sentence to read *Councilman Showalter noted that both complaints had been received from a third party, and that it was typical for the Town to follow up on zoning violation complaints.*
- B. Monthly Bill List.
- C. Contract approval for Bulk Storage Inc. in the amount of \$197,700 to replace the roof structures on two (2) storage buildings at public works, these are used for salt storage and materials storage.

D. Schedule public hearing on February 23, 2021 for a rezoning request by Gay and Neel, Inc. (applicant), for an approximately 1.38 acre property owned by Depot Street Development LLC, located at the intersection of Depot Street, N.E. and Harless Street, N.E. (tax map nos. 497-A-288, 497-A-288A, 497-A-288C, 497-A-285, 497-A-286, 497-13-3, 497-13-1E). The request is to rezone the property from B-3, General Business 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.

E. Schedule public hearing on February 23, 2021 for two Conditional Use Permit requests by Balzer & Associates, Inc., on behalf of SHAH Development, LLC (applicant/owner), for a 3.2 acre parcel located at 1145 West Main Street (tax map no. 556-A-39) in the B-3, General Business District:

1. A conditional use permit request for residential uses as permitted in the R-3, Multi-Family Residential District. Residential uses as permitted in the R-3, Multi-Family Residential District include single-family dwellings, two-family dwellings, townhouses, and multiple family dwellings at a density of development of up to 20 units per acre.
2. A conditional use permit request for a proposed Planned Housing Development to consist of single-family, two-family, and multiple-family dwellings at a density of development not to exceed 7.8 units per acre.

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

Councilwoman Sachs made a motion to approve the Consent Agenda and amended minutes. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

## V. INTRODUCTIONS AND PRESENTATIONS

## VI. CITIZEN COMMENTS

- A. Ken White, 50 Weddle Way, presented a petition signed by 60 to 70 people against the new development at Weddle Way. Mr. White referenced a map that showed the single-family homes located on Windsong Lane and mentioned the concern of high density in that area. Mr. White also referenced a second slide that showed Weddle Way and the proposed rezoning development. He mentioned a concern of fire trucks being able to pass through and the dangers of children waiting at bus stops and standing along the streets of Stafford Drive.
- B. Greg Revin, 1970 Palmer Street, N.W., addressed Councilwoman Hicks and stated he was a previous resident of 103 College Street. Mr. Revin explained he had previously paid rent to Mrs. Hicks directly and to Summit Ridge Realty for the 103 College Street rental. Mr. Revin said James Jackson from Jackson Enterprises along with Mr. and Mrs. Hicks harassed him and disposed of his mail on multiple occasions while living at the property. Mr. Revin informed Councilwoman Hicks her signature was on a legal trespassing notice that was left on his door and he had received numerous phone calls from Mrs. Hicks asking him to vacate the unit. Councilwoman Hicks responded to Mr. Revin and explained she was not aware of renting to him and stated that her rental agreement had been with Mr. James Jackson of Jackson Enterprises. She explained she was not aware of the illegal trespassing notice that was left on his door until recently.

- C. Donna Thornton Roberts, business owner of Adventure Club and Grace-A-Child in Christiansburg and Montgomery County. Mrs. Roberts expressed appreciation to Town Council for participating in the CARES Act funds designated for childcare centers. Mrs. Roberts stated her facility was the largest childcare provider in the county, had served over 2,400 children in the year 2020 and noted that the grant money had stabilized her business operations.
- D. Mary Ellen Campagna of 9 Overlook Drive, a retired journalist and teacher, expressed concern with the lack of transit transportation in Christiansburg. Ms. Campagna stated that although there was good affordable government subsidized housing in the Town of Christiansburg, the citizens, especially the elderly and disabled, needed affordable and reliable transportation for work, errands, and medical appointments. She explained the Blacksburg Transit system had not been available to residents in Christiansburg since April 6<sup>th</sup> of 2020 and noted that even though there had been a new bus shelter built at some point in the last year in front of Christiansburg Bluff Apartments, residents had not been properly notified of the transportation change. Ms. Campagna concluded that affordable and available transportation is a right and a necessity of tax paying citizens.  
Mayor Barber mentioned that a Blacksburg Transit meeting would be taking place on January 26th and hopefully there would be more information for the public soon. Councilwoman Hicks questioned MCEAP and the New River Community Action as an alternative to help the residents who needed transportation. Ms. Campagna informed Council there was currently a medical access bus that existed in Blacksburg but unfortunately it did not transport to or from Christiansburg. Also, she mentioned the Go Anywhere bus service, noting it was very difficult to reach a contact to schedule a ride. Councilman Stipes expressed that the Town of Christiansburg is very committed to providing services like bus transportation to their citizens and contributes greatly each year to the program. Mr. Stipes also mentioned that Virginia Tech student fees help fund Blacksburg Transit along with state and federal grants that match those fees in Blacksburg. Councilwoman Hicks questioned if Blacksburg Transit had provided transit money back to the Town due to Covid-19. Town Manager Wingfield informed Mrs. Hicks that Blacksburg Transit agreed to share their Covid-19 allocations and help fund the increase to the Commuter Route services but the decision was made by the transit working group to cut that service due to low ridership. Mr. Wingfield shared background from Blacksburg Transit showing pre-pandemic ridership numbers and how those numbers had dropped since the pandemic. He explained the transit working group has taken the reallocated funds for services and placed that into the Go Anywhere program and try to expand that instead. Mr. Wingfield touched on the difficulty of citizens contacting the Go Anywhere bus service to schedule a ride and mentioned Mr. Fox from Blacksburg Transit was looking into this issue. Mr. Wingfield expressed that even though the Commuter Route was suspended in April of 2020 with the Covid situation, it was stopped on November 20<sup>th</sup> due to the low ridership and added the intention was to revisit the Commuter Route when Virginia Tech returned to more normal operations.
- E. Charles Robinson, 1720 Old Farm Village Road, expressed concern for the Blacksburg Transit system not servicing the Commuter Route and the Blue and Gold Explorer routes since April 2020. Mr. Robinson stated he had been informed that since the pandemic, it was a cleanliness and social distance issue to have citizens on the buses. He noted there had not been an outbreak from public transit anywhere that he could find. Mr. Robinson also mentioned the bus route schedule with Blacksburg Transit changes quite frequently and would like to see that rectified when normal operations return. He expressed the buses before the pandemic

were very full. Mr. Robinson concluded that transit transportation was important to the citizens of Christiansburg and would like Council's help to bring the program back soon.

- F. Rebecca Carr, previously resided at 7113 Falling Branch Road, addressed Councilwoman Hicks as a follow-up on the discussion of rental issues. Ms. Carr expressed she had rented from Councilwoman Hicks in 2019 and stated in October of that year she did not receive assistance from Mrs. Hicks when her heating unit failed to work and had to wait three months for a solution. Ms. Carr expressed during that time, she paid money to stay in a hotel. She questioned Councilwoman Hicks if that was regular treatment for her tenants. Councilwoman Hicks stated there was only one room without heat and she had brought her a small heater as a substitution.
- G. Virginia Pannabecker, 705 S. Main Street, Blacksburg, a member of the NRV community and Virginia Organizing, a non-profit community organization that uplifts directly affected voices to create change in Virginia. Ms. Pannabecker stated that many of her friends and work colleagues that live in Christiansburg have expressed concern for the lack of transit transportation and noted that specifically the park and ride bus stop at Exit 118 no longer had bus service. She expressed that transportation in Christiansburg and surrounding counties is vital and the citizens depend on it for employment, errands, and appointments. Ms. Pannabecker urged Council to reinstate full transit services soon.
- H. Megan Sheppard, 245 Gibson Drive, a member of Virginia Organizing, spoke on behalf of the citizens that had been affected by the cancellation of bus services, particularly the Gold and Blue Explorer routes in Christiansburg. Ms. Sheppard questioned who she needed to contact concerning facilitating a meeting between Blacksburg Transit and the citizens. Councilwoman Sachs expressed a meeting would be beneficial and that the Health Department could be included since Covid19 was still a concern. Councilwoman Sachs stated she believed all concerns were valid and would like to ensure it was healthy for everyone involved to return to transit operations. Councilwoman Hicks noted the Covid-19 vaccine was becoming available to residents of Christiansburg as well as transit drivers and hopefully that would be another step closer to getting back to normal operations. Mrs. Hicks suggested Mr. Wingfield speak with the Health Department and Blacksburg Transit about glass or plastic partitions on the buses to separate riders. Mayor Barber inquired if Ms. Sheppard could be a source of contact for the community to coordinate a meeting with Blacksburg Transit. Ms. Sheppard agreed to help facilitate a meeting and mentioned Mr. Robinson and Ms. Campagna would be great resources to have at that meeting.
- I. Matt Hicks, 607 ½ S. Franklin Street, questioned Council concerning how much taxpayer money had been spent/wasted on investigating 103 College Street. Mr. Hicks mentioned that Town Council and the Town attorney had a large amount of documentation regarding College Street and Summit Ridge Realty and if there were any further questions or concerns, they could be directed to him. Mr. Hicks also mentioned he had offered for his attorney to speak to the Town attorney concerning this situation. Town Attorney Broughton expressed he would be happy to speak with the Hicks' attorney if warranted. Councilwoman Sachs questioned Mr. Hicks that she believed there had always been concern that 103 College Street was a residence and the issue was that it was denied as such. Mr. Hicks explained that Summit Ridge Realty rented to Jackson Enterprises who in turn rented it out to their employee, Mr. Revin, and expressed that it was never said it wasn't a residence. Mr. Hicks also noted that Councilwoman Hicks had not personally accepted rent from Mr. Revin at any time.

Additional citizen comments were received via email and are recorded in the final minute book for reference.

## VII. COMMITTEE REPORTS

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

1. Plat showing relocation of Lot Lines Between Lots 10, 11 & 12 of the H. M. Word Subdivision prepared for A & D Sultan Home Rentals, LLC at 2945 Roanoke Street.

Councilman Stipes explained the Roanoke Street property had currently three parcels and was zoned business and agricultural. Mr. Stipes explained there was a grandfathered use for the current manufactured homes on the property and there would not be an increase of homes for that section of the parcel. Mr. Stipes reported the property owner would be re-dividing the property to create a business parcel in the front, a driveway leaving access to the manufactured homes in the middle and an agricultural parcel in the rear to possibly be used for a future single-family home.

Councilman Stipes made a motion to approve the plat relocation on Roanoke Street.

Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

2. Subdivision Plat for NRV Marketplace, LLC showing “Parcel H” being a portion of Tax Map Number 436-5-1 situated on Market Street NE.

Councilman Stipes referenced the plat which included a subdivision that had five parcels previously approved by Council in August of 2020. Mr. Stipes noted the developer did not record the plat for those parcels due to changes in the plans and after sixty days it had expired. Mr. Stipes explained the request is now to just divide out parcel H instead and the rest of the property would continue to develop soon. Councilwoman Hicks mentioned she had been by this area and was pleased the development was progressing, but she had concerns about the streets and questioned if there would be sufficient access to the businesses. Councilman Stipes expressed that the ingress and egress of the property was greatly improved and once the development was built out the flow of traffic and pedestrian access should function properly and safely. Mr. Wingfield mentioned that Market Street would remain private and the connector coming off the entrance in the rear and would connect to Market Street. Mr. Wingfield also mentioned anyone that wanted to see the development plan could visit Town Hall. Steve Semones with Balzer and Associates informed Council the developer was excited to get started on the Marketplace project and was working hard to make sure there was ample access for vehicles throughout the development.

Councilman Stipes made a motion to approve the plat for the NRV Marketplace under Committee Reports. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

## VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Rezoning request by Balzer and Associates, Inc., on behalf of RWW36, LLC (applicant), for an approximately 4.306 acre property owned by Mary Maxie Jewell Trust, Mary Stewart, Janet

Epperly, Bill Jewell, Trustees, located west of Weddle Way, N.W. (tax map no. 435-A-13). The request is to rezone the property from R-1A, Rural Residential to R-2, Two-Family Residential with proffers in order to create 7 two-family dwelling lots for a total of 14 units as well as a lot designated for stormwater management. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Town Manager Wingfield noted that all of Council had a copy of the most recent revised proffer statement that had been presented on Weddle Way property to include the 14 single-family units. Councilwoman Hicks expressed appreciation to Mr. White for coming out and being heard. Mayor Barber called for a motion and Councilman Stipes made a motion to adopt the recommendation of the Planning Commission approving the rezoning. Councilwoman Sachs seconded the motion to open discussion by Council. Mr. Stipes expressed he had concern in the beginning of the new development fitting in with the existing single-story homes, but he now believes it's an appropriate development. Mr. Stipes had read all the comments from the community and mentioned there were no concerns for the size of the homes. He had also reached out to the developer and questioned the building of duplexes instead of single-family detached homes. The developer felt the duplexes had more of a green appearance like Slate Creek Commons next to it. Councilwoman Sachs expressed reservations concerning the sixty citizens that had concerns and the last-minute updated proffer Council had before them. Ms. Sachs advised Council to delay the vote on Weddle Way for citizens to have a chance to review the updated proffer. Mr. Semones from Balzer and Associates explained the late proffer was due to clarifying some of the discussions that had recently been made with the developer. Mr. Semones also noted there would be a two-car garage and there would be ample space for families to park vehicles in their driveways and not along the street. Councilman Stipes expressed to Council that if the decision was to delay the vote for rezoning of Weddle Way, he would support that and withdraw his previous motion. He did express that the comments he read did not pertain to the single-story verses the multi-story homes being built. Councilwoman Sachs encouraged Council to delay the vote on this development until the next Council meeting and give the concerned citizens time to look over the updated proffer. Councilwoman Hicks provided the proffer statement to Mr. White to share with the community. Mayor Barber expressed appreciation for all the public input and comments on this specific item but noted there should be fewer public comments concerning Weddle Way next time.

After discussion Councilman Stipes rescinded his motion to approve the rezoning of Weddle Way and instead made a motion to move the vote until the next Town Council meeting on January 26<sup>th</sup>. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

B. Ordinance to amend Chapter 42, "Zoning" of the Christiansburg Town Code for the purpose of clarifying the allowance of structural projections such as awnings, canopies, roof eaves, gutters, architectural features, porches, and decks into minimum required yards.

Councilwoman Hicks expressed full support from the Planning Commission and made a motion to approve the ordinance to amend Chapter 42 "Zoning" of the Christiansburg Town Code. Councilman Huppert seconded this motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- C. Approve Budget Amendment #2 resolution to accept state funding for utility debt relief up to \$69,900 for water and sewer charges and provide up to \$9,000 in general fund moneys to provide relief for storm water, solid waste, and miscellaneous charges.

Finance Director Valerie Tweedie called in to the Council meeting via phone concerning the budget amendment approval for any questions. Mrs. Tweedie mentioned to Council there had been a new update and that the period for the utility debt relief would be extended to December 31, 2021. Mrs. Tweedie explained the Town was allocated the funds along with the Town of Blacksburg and the CARES Act would be re-divided with Blacksburg soon. Mrs. Tweedie recommended using the numbers that were reflected on the resolution now and then revisit those numbers again and bring the information back to Council. Councilwoman Hicks inquired how many applications were received for the utility debt relief and Mr. Wingfield answered there had been 156 and that 52 were not eligible for debt relief.

Councilwoman Sachs made a motion to approve the budget amendment #2 resolution to accept state funding for utility debt relief. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- D. Approve Budget Appropriation #2 resolution.

Councilwoman Sachs made a motion to approve the budget appropriation #2 resolution. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- E. Discussion of Code of Ethics/Revised Report from Town Attorney.

Town Attorney Reid Broughton reported to Council on the 103-B College Street zoning issue. Mr. Broughton referenced a letter Council had been provided addressed to Mr. Revin. Councilman Stipes questioned if the letter was a termination of a rental agreement. Councilwoman Hicks mentioned it was a private matter and she informed Council her husband, Matt Hicks put the letter on Mr. Revin's door in order to legally evict him and take him to court. Mrs. Hicks expressed her desire to see this matter dropped. Mayor Barber expressed to Council the need for this Code of Ethics item to be handled soon and noted it could be pushed to the next meeting or dropped. He also noted Council had options and could fine a Town Council member, sanction a member or vote to have a member removed. Mayor Barber recommended to add the Code of Ethics item to the second meeting in February agenda so the matter could be resolved. Councilwoman Hicks informed Council she would like to bring back the Roanoke Street property issues as well. Councilman Bishop expressed he felt the matter should be dropped and Council had all the information they needed on the zoning issue at College Street. Councilwoman Sachs expressed concern that if Mr. Revin rented from Jackson Enterprises as an employee and maintained the residence then why would he not pay his rent to Jackson Enterprises. Councilwoman Hicks informed Council the payments were from Mr. Jackson, not Mr. Revin.

## IX. STAFF REPORTS

### A. Town Manager

Mr. Wingfield reported to Council on the N. Franklin Street - Peppers Ferry Road Connector Route that would connect beside the Food Lion plaza on N. Franklin Street at the new signal, to Peppers Ferry Road at the park property aligning with Quin W. Stuart Boulevard. Mr. Wingfield noted the connector route needed to be named and stated that a naming contest had been mentioned previously or a Council vote as they had the authority to name streets. Mr. Wingfield stated that he would desire to leave the segment between N. Franklin Street and Oak Tree Boulevard as Patricks Way at this time to avoid confusion, but that he would want a different name for the portion being constructed off Peppers Ferry Road adjoining the park, which would be the name for the whole route upon completion. Councilman Stipes proposed to Council the name Booker T. Washington Parkway since part of the connector route is located on what was the former Christiansburg Institute property and noted Public Relations Director Melissa Demmitt came up with the name. Mr. Stipes also read an excerpt on Booker T. Washington, founder of the Tuskegee Institute, who became adviser to Christiansburg Institute in 1896 and implemented a curriculum similar to that at Tuskegee. Councilwoman Hicks and Councilman Huppert expressed agreement for the new name of Booker T. Washington Parkway.

Councilman Stipes made a motion to name the Connector Road Booker T. Washington Parkway. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Nay; Showalter – Aye; Stipes – Aye.

Councilman Stipes also mentioned naming the new park as Heroes Park and that future Town Councils can decide who the heroes are and memorialize sports figures, military service leaders and civil rights leaders, etc. Mayor Barber noted he would like to table the naming of the park at this time and focus on the connector route naming.

Town Manager Wingfield also reported the dialogue on race has been rescheduled to February 13<sup>th</sup> at 10:00 a.m. Mr. Wingfield also reported he had a request from a Council member for a presentation on the processes for conditional use permits, rezoning and proffers from the attorneys. Also there had been a request from Council to report on how much of the Town's money had been spent and staff time spent on 103-B College Street and Roanoke Street. Mr. Wingfield will report back to Council on these matters.

### B. Town Attorney

No reports

### C. Other Staff

No reports

## X. COUNCIL REPORTS

- A. Councilman Huppert informed Council they each had a letter from him at their seats concerning Council meetings and establishing a better decorum. Mr. Huppert stated he would like Council to look over the letter and give him feedback. Mayor Barber asked Council to give feedback by the first meeting in February. Mr. Huppert also informed Town Council that Brian Tickle, Manager of Walmart had retired from Wal-Mart after 31 years. Mr. Huppert would like it noted that Mr. Tickle had done so much for the Town of Christiansburg community. Mayor Barber mentioned writing a letter that all Town Council could sign and presenting it to Mr. Tickle. Mr. Huppert also reported on the letter he had written to the Roanoke Times concerning the CARES Act funding and how the Town had used that money to support different businesses. Mr. Huppert wanted the public to know the CARES Act money had been well spent in different areas. Mr. Huppert also touched on the concerns of the events at the Capital in Washington, D.C. last week and mentioned his hope that the Town of Christiansburg never reaches that point. Councilman Huppert encouraged Town Council to remain professional at all times.
- B. Councilman Bishop, no report.
- C. Councilwoman Sachs reported on the Arts Advisory Board and mentioned the board has decided to work on the tasks at hand and would not be adding any new items.
- D. Councilwoman Hicks encouraged citizens to support local businesses at this time during the pandemic and to shop small and shop local. Mayor Barber mentioned speaking with the Public Relations department to see if something could be put out to remind residents to shop local. Councilwoman Hicks expressed the cheer the decorated windows brought to everyone and hoped the businesses would continue to spread that cheer throughout the year 2021. Mrs. Hicks also expressed hopes for all of Council to be able to work together this upcoming year.
- E. Councilman Stipes, no report.
- F. Councilman Showalter, no report.
- G. Mayor Barber reminded Council of the financial disclosure forms that are due on February 1, 2021.

## XI. OTHER BUSINESS

- A. Re-organization for the Year 2021:
  1. Election of Vice-Mayor.

Councilman Huppert made a motion to nominate Councilman Bishop to serve as Vice-Mayor for the year 2021. Mr. Huppert expressed that Councilman Bishop had been on Council for five years and was also retired and felt he could step in easily if the Mayor was absent for any reason. Councilman Showalter seconded the motion and Council voted as follows: Bishop – Abstain; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- 2. Set regular meeting dates and times of Council.

Councilman Showalter made a motion to keep regular meeting dates and times of Council as the second and fourth Tuesday of each month at 7:00 P.M. for year 2021.

Councilman Huppert seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

3. Council appointment to Committees by Mayor Barber:

- a. Water and Waste Committee (formerly Water, Sewer, Solid Waste, and Stormwater Committee): Sachs, Showalter
- b. Street Committee: Bishop, Stipes
- c. Finance Committee: Showalter, Stipes
- d. Emergency Services Committee: Bishop, Huppert
- e. Central Business District Committee: Bishop, Sachs
- f. Public Health and Welfare Committee – Ad hoc
- g. Council on Human Relations Committee – Ad hoc

Mayor Barber stated that these are his suggestions for these committees, which are mayoral appointments, though he would want concurrence from Council. Councilman Showalter made a motion to approve the already appointed members to the committees for the year 2021. Councilman Huppert seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Nay; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

4. Appointment as representative to the Aquatics Advisory Board and the Parks and Recreation Advisory Commission.

Mayor Barber nominated Councilman Huppert for both the Aquatics Advisory Board and Parks and Recreation Advisory Commission. Councilman Showalter made a motion to appoint Councilman Huppert to both committees. Councilman Stipes seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Nay; Huppert – Abstain; Sachs – Aye; Showalter – Aye; Stipes – Aye.

5. Appointment as representative to the Planning Commission.

Councilman Stipes expressed to Council he had served on the Planning Commission previously for seven years and believed since there are currently nine members, the Planning Commission could operate independently from Town Council and a liaison would not be needed. Mayor Barber mentioned there was nothing in the Town Charter that said the Town had to have a Council representative appointed to the Planning Commission. Councilwoman Hicks questioned her involvement on the Planning Commission and other appointed committees and inquired why she wouldn't be reappointed. Mayor Barber informed Mrs. Hicks he felt there had been issues with her as an appointed liaison, especially on the Parks and Recreation Advisory Commission, and stated he felt she had attacked and chastised other committee members at meetings and on social media. Mayor Barber further commented Councilwoman Hicks had not shown that she could be a liaison on any commissions thus far. Councilwoman Hicks stated a Town Councilmember could be a liaison but a non-voting member. Mayor Barber informed Mrs. Hicks she could still attend Planning Commission meetings and speak during the public comments portion of those meetings.

Councilman Stipes made a motion to not appoint a Town Council representative to the Planning Commission. Councilman Showalter seconded the motion and Council voted as

follows: Bishop – Aye; Hicks – Nay; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

**B. Closed Meeting:**

1. Councilman Bishop made a motion to enter into a Closed Meeting under Virginia Code § 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 being held for discussion of personnel, specifically the appointment of officers for the year 2021. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

2. Reconvene in Open Meeting.

3. Certification.

Councilman Bishop moved to certify that the Town Council of the Town of Christiansburg, meeting in Closed Meeting, to the best of each member's knowledge, discussed only the matters lawfully exempt from open meeting requirements by Virginia Law and only such matters as are identified in the Resolution to enter into Closed Meeting. The motion was seconded by Councilman Showalter seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

4. Council action on the matters.

**C. Appointment of Officers:**

1. Town Manager

Councilman Showalter made a motion to reappoint Randy Wingfield as Town Manager. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

Councilman Stipes made a motion to provide Mr. Wingfield with a four percent raise effective immediately. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Nay; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

Mr. Stipes would like it noted for the public that Mr. Wingfield had not received an increase in the last two and a half years and had served the Town remarkably, in the last year especially. Councilwoman Hicks expressed she felt Mr. Wingfield had performed well as Town Manager but she could not support the increase of pay during this time of a pandemic.

2. Finance Director/Treasurer

3. Police Chief

4. Clerk of Council

Councilman Stipes made a motion to appoint Tracy Heinline as Clerk of Council. Councilman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

5. Town Attorney

Mayor Barber asked for a motion to reappoint Finance Director/Treasurer Valerie Tweedie, Police Chief Mark Sisson, and Town Attorney Sands Anderson PC by acclamation.

Councilman Showalter made a motion for the above and the motion was seconded by Councilwoman Sachs. Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

Councilwoman Hicks expressed thanks to Finance Director/Treasurer Valerie Tweedie for a job well done, especially concerning the budget. Mrs. Hicks also thanked Police Chief Mark Sisson and expressed that it had been an interesting year and she hoped 2021 would be better.

Councilman Bishop thanked Chief Sisson for everything his department had done this year and Mayor Barber added that the police officers at the PD had awarded Chief Sisson with an Officer of the Year award. Councilman Showalter expressed thanks for the professionalism and leadership in both the police department and finance department. Councilman Huppert expressed appreciation to all Town staff and felt the staff had great leaders to guide them.

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 10:18 P.M.

Upcoming meetings of Council:

January 26, 2021, 7:00 P.M. – Regular Meeting  
February 9, 2021, 7:00 P.M. – Regular Meeting

TOWN OF CHRISTIANSBURG		PAY DATE 1-29-2021	
BILLS TO BE PAID FOR THE MONTHS OF		DECEMBER & JANUARY	
A MORTON THOMAS AND ASSOCIATES, INC	12,240.70	ENGINEERING SERVICES COLLEGE STREET DRAINAGE ANALYSIS	
APPLIED DIGITAL SOLUTIONS INC	2,450.00	SOFTWARE RENEWAL PD RECORDING SOFTWARE	
B & H FOTO & ELECTRONICS CORP	2,644.97	VIDEO STREAMING RECREATION CENTER	
B & K TRUCK ACCESSORIES	125.00		
BANE OIL COMPANY, INC	1,414.75	OFF ROAD DIESEL	
BKT UNIFORMS	76.98		
BLUE RIDGE ANALYTICAL LLC	200.00		
CAPITAL LIGHTING & SUPPLY, LLC	246.59		
CENTEK LABORATORIES, LLC	90.00		
CENTURY ENGINEERING, INC	3,234.57	ENGINEERING SERVICES N. FRANKLIN INSPECTIONS	
CHA CONSULTING INC	44,214.95	ENGINEERING SERVICES, BIOSOLID AND PRETREATMENT, PER, ARROWHEAD AND COLLEGE STREET SANITARY	
COLE TRUCK PARTS, INC	3,498.63	EQUIPMENT REPAIR AND MAINTENANCE	
CUSTOMIZED LAWN CARE, INC	1,200.00	LIFT AND OPERATOR FOR REPAIR OF HANGERS AT AQUATIC CENTER	
DOMINION DOOR & HARDWARE INC	500.00		
DUNCAN FORD MAZDA	2,175.48	VEHICLE REPAIR AND MAINTENANCE	
EEE CONSULTING, INC	6,483.30	ENGINEERING SERVICES SLEEPY HOLLOW DRAINAGE	
ELECTRICAL SUPPLY CO	276.65		
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, INC	7,844.68	SLUDGE HAULING WWTP	
EPLUS TECHNOLOGY INC	1,625.20	IT BACKUP SERVICES	
EXCEL TRUCK GROUP	909.02		
FERGUSON ENTERPRISES, INC.#75	1,891.29	VARIOUS PARTS FOR WATER AND SEWER REPAIR AND MAINTENANCE	
FIRE RESCUE AND TACTICAL, INC	503.48		
FISHER AUTO PARTS, INC.	242.49		
FLEET PRIDE, INC	743.09		
GALLS, AN ARAMARK COMPANY	1,345.79	UNIFORMS AND POLICE SUPPLIES	
GODWIN MANUFACTURING CO.,INC.	424.98		
GRANTURK EQUIPMENT CO., INC	360.17		
HARPER AND COMPANY INC.	232.77		
HARVEY CHEVROLET CORP.	58.81		
HAZEN AND SAWYER	13,888.80	ENGINEERIING SERVICES PER FOR SEWER LIFT STATIONS REHAB	
HENDERSON PRODUCTS, INC	921.21		
HOSE HOUSE, INC.	55.14		
INFRASTRUCTURE SOLUTIONS GROUP INC	371.55		
JAMES RIVER EQUIPMENT-SALEM	683.20		
KIMBALL MIDWEST	690.45		
KINGS TIRE SERVICE, INC	1,952.46	VEHICLE TIRES AND REPAIRS	
KUSTOM SIGNALS, INC.	1,229.55	REPAIR AND MAINTENANCE PD VEHICLES	
MCNEIL ROOFING, INC	746.70		
MID ATLANTIC WASTE SYSTEMS	406.27		
MONTGOMERY DISTRIBUTORS	2,845.28	SAFETY EQUIPMENT AND SUPPLIES	
MSC EQUIPMENT INC.	405.44		
NATIONAL POOLS OF ROANOKE,INC.	3,926.90	SUPPLIES FOR POOL MAINTENANCE AQ CENTER	
NORTHWEST HARDWARE CO INC	105.96		
POWER ZONE	1,010.40	SMALL TOOLS AND REPAIR PARTS	
PROJECT MANAGEMENT INSTITUTE INC	350.00		
QUALITY TIRE & BRAKE SERVICE	400.00		
REACH SPORTS MARKETING GROUP, INC	1,000.00	LICENSE RENEWAL AQUATICS	
RUMMEL KLEPPER & KAHL LLP	4,900.86	ENGINEERING SERVICES TOWER ROAD INTERSECTION IMPROVEMENTS	
SANICO, INC	1,915.76	JANITORIAL SUPPLIES	
SHI INTERNATIONAL CORP	84,790.33	MICROSOFT ANNUAL LICENSE RENEWALS	
SIMPLIFIED COMMUNICATIONS LLC	3,203.17	CABLE INSTALLATIONS FOR TOWN HALL RENOVATIONS	
STERNS, CONRAD AND SCHMIDT CONSULTING ENGINEERS, INC	11,326.23	ENGINEERING SERVICES LANDFILL CLOSURE	
STRYKER SALES CORP.	705.54		
SUNAPSYS, INC	1,992.31	ENGINEERING SERVICES SCADA SYSTEMS WWTP	
TAYLOR OFFICE & ART SUPPLY,INC	1,338.76	OFFICE SUPPLIES VARIOUS DEPARTMENTS	
UNIFIRST CORPORATION	2,194.16	UNIFORMS, PW	
UNITED RENTALS,INC.	214.00		
WETLAND STUDIES AND SOLUTIONS, INC	8,644.40	ENGINEERING SERVICES SLEEPY HOLLOW DRAINAGE FORMELY EEE CONSULTING	
WILSON BROTHERS INCORPORATED	285.56		
WRANGLER HOLDCO CORP	27,387.36	RECYCLING SERVICES	
<b>TOTAL BILLS TO BE PAID</b>	<b>277,142.09</b>	<b>PAY DATE 1-29-2021</b>	

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

**DECEMBER & JANUARY**

<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
AMAZON CAPITAL SERVICES	93.58	
FIRE RESCUE AND TACTICAL	491.00	UNIFORMS FIRE
GATES FLOWERS	74.00	PD FLOWERS
LANCASTER INC	36.00	
MUNICIPAL EMERGENCY SERVICES	540.00	FIT TEST MASKS
<b>TOTAL PAID BILLS</b>	<b>1,234.58</b>	

TOWN OF CHRISTIANSBURG			
BILLS PAID DURING THE MONTH		DECEMBER & JANUARY	
VENDOR	AMOUNT PAID	DESCRIPTION	
ADAMS CONSTRUCTION CO	1,060.62	ASPHALT STREET REPAIRS	
ADAMS CONSTRUCTION CO	474.81	ASPHALT MIX AND PATCH	
AIRGAS NATIONAL CARBONATION	972.67	CARBON DIOXIDE GAS FOR AQUATICS	
ALL SEASONS PEST CONTROL	95.00		
AMAZON CAPITAL SERVICES INC	53.60	VARIOUS SUPPLIES	
ANTHEM BLUE CROSS BLUE SHEILD	85,834.93	MEDICAL INSURANCE EMPLOYEES	
APPALACHIAN POWER	16,270.53	TOWN WIDE UTILITY SERVICES	
ARC3 GASES	188.48		
AT & T	139.21		
ATMOS ENERGY	12,223.79	TOWN WIDE GAS SERVICES	
BOUND TREEE MEDICAL LLC	703.29	SUPPLIES RESCUE	
BMS DIRECT	5,000.00	POSTAGE PRINTING TAX BILLS AND WATER BILLS	
CAMBRIA AUTO REPAIR/JOESPH REED	196.73		
CARTER MACHINERY CO	1,204.54	BULK OIL AND PARTS FOR PW FLEET MAINTENANCE	
		LOAN INT ONLY LAND AND PD RENOVATIONS LOAN BALANCE	
CARTER BANK AND TRUST	51,924.05	1,059,000; LOAN INT WATER CAP PROJECT LOAN, BALANCE 3,082,130	
		SUPPLIES 5,932.95 DUES 3,772.00 SCHOOLS 936.00 TRAVEL 215.62	
CARDMEMBER SERVICES	19,514.62	SOFTWARE/COMP 110.31 UNIFORMS 554.79 FIRE PREV/RES/DARE	
CARDMEMBER SERVICES	7992.95		
CHANDLER CONCRETE	476.00	CONCRETE STREETS	
CFS GROUP/BLUE RIDGE DISPOSAL & RECYCLING	150.21	SLUDGE DISPOSAL	
CMC SUPPLIES	583.69	SEWER SUPPLIES	
CUMMINS	37.98	SUPPLIES	
CURTIS MEDICAL	39.98		
DELUXE BUSINESS CHECKS	489.47	1099S AND W2S FINANCE	
DS SERVICES-crystal springs	182.56		
DUES AND MEMBERSHIPS	3,903.00	115 PD 888 RESCUE 1945 HR 405 WWTP 550 REC	
GATES FLOWERS	142.64		
HAJOMA	107.84		
INFRASTRUCTURE SOLUTIONS GROUP	31.56	PARTS/SUPPLIES SOLID WASTE	
JORDAN OIL CO	1,809.68	FUEL FIRE DEPT	
KIWANIS CLUB OF CHRISTIANSBURG	1,019.00	PARK INSURANCE REIMBURSEMENT	
LANGUAGE LINE SERVICES	27.20		
MANSFIELD OIL	20,324.62	FUEL PURCHASES	
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	38,733.25	TIPPING FEES FOR SOLID WASTE SERVICES	
MOORES BODY SHOP	2,395.25	REPAIRS 2018 FORD FUSION PD	
NATIONA BANK OF BLACKSBURG	8,101.97	LOAN INTEREST AQ LOAN;LOAN BALANCE 911,000	
PETTY CASH	50.30		
PNC BANK	58,724.16	LOAN INT AQ LOAN LOAN BALANCE 7,252,400	
QUALITY TIRE	360.00		
RAILROAD MANAGEMENT COMPANY IV	545.88		
REFUND FEES REC DEPT	375.00		
REFUND TAXES	3,603.01	REFUND TAX OVERPAYMENTS	
REFUND WATER/SEWER	910.74	REFUND OVERPAYMENTS AND DEPOSITS	
REIMBURSEMENTS EMPLOYEES	494.75	MISC EMPLOYEE REIMBURSEMENTS	
REIMBURSEMENTS SUPPLIES	21.00	SUPPLIES	
ROBERTS OXYGEN COMPANY INC	63.80		
ROLLER VENTURES	80.00		
SAFETY AND COMPLIANCE SERVICES INC	460.00	PD POST ACCIDENT TESTING SERVICES	
SALEM STONE	1,068.22	STONE AND GRAVEL STREETS	
SCHOOLS	763.06	WATER 204.06 WWTP 559.00	
SECAC	483.00	RECREATION MUSIC PERFORMANCE 2021	
SHENTEL	573.62	CABLE	
SHRED-IT	262.92		
SISSON AND RYAN QUARRY LLC	491.28	STONE AND GRAVEL STREET REPAIRS	
SPORTSENGINE INC	195.00		

<b>TOWN OF CHRISTIANSBURG</b>			
<b>BILLS PAID DURING THE MONTH</b>		<b>DECEMBER &amp; JANUARY</b>	
<b>VENDOR</b>		<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
SOLUTIONS SYSTEMS		159.15	CLEANING SUPPLIES REC
SOUTHERN STATES		149.98	SEED AND FERTILIZER
STRYKER SALES		272.92	
SUBURBAN PROPANE		2,468.41	WWTP GENERATORS
TAYLOR OFFICE SUPPLY INC		10.42	
TRACTOR SUPPLY		129.97	MISC SUPPLIES
TREASURER OF VIRGINIA		2,609.96	PERMIT LEVY FEE \$2332.46 LAND APP FEE \$277.50
UPS		43.09	
U.S. CELLULAR		127.03	
VERIZON		300.02	
VFIS		707.00	PREMIUM FOR ADDL FIRE VEHICLE
VIRGINIA DEPT OF TAXATION		4.40	SALES TAX 4.4
VIRGINIA EVERYWHERE		275.00	
VIRGINIA FAIRS		10.00	FARMERS MAKET WEB SITE
VIRGINIA ASSCOIATION OF COUNTY'S SELF INSURANCE POOL		1,349.59	HYBRID SHORT TERM DISABILITY
VIRGINIA ASSOCIATION OF VOL RESCUE SQUADS		106.00	ANNUAL ASSESSMENT
WEST PUBLISHING COMPANY		134.87	
WILSON BROTHERS		24.92	
XEROX CORPORATION		173.18	COPIER LEASES
<b>TOTAL SPECIAL REVENUE BILLS PAID</b>		<b>1,234.58</b>	
<b>TOTAL PAID BILLS</b>		<b>352,994.42</b>	
<b>BILLS TO BE PAID</b>		<b>277,142.09</b>	
<b>GRAND TOTAL</b>		<b>631,371.09</b>	



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

January 26, 2021

**ITEM TITLE:**

Schedule Public Hearing for February 23, 2021 to: (a) vacate the right of way; and (b) authorize the conveyance from the Town to the Montgomery County School Board for the Christiansburg High School "bus loop" at 100 Independence Boulevard N.W. (Tax Parcel No. 466-2-11A) (.954 acres).

**DESCRIPTION:**

In preparation for the future redevelopment of the Christiansburg High School, Gay and Neel , Inc. on behalf of the Montgomery County Public Schools is requesting that the bus loop parcel be vacated by Town Council and that Council authorizes the conveyance of the .954 acre parcel from the Town to the Montgomery County School Board.

On October 19, 1977, the Montgomery County School Board conveyed the .954 acre bus loop parcel to the Town with "special covenants of title for street purposes." The intent of the Town owning the property was to maintain the bus loop as the Town would a public street. While the final redesign is not completely known at this time, the land will be needed to accommodate future additions and/or new site layouts.

The Montgomery County Public Schools will also be moving forward with a rezoning of the property from I-2, General Industrial to B-3, General Business in order to assist with the redevelopment. This request will not start to be processed until the conclusion of this vacation/conveyance request.

**POTENTIAL ACTION:**

Schedule Public Hearing.

**DEPARTMENT(S):**

Town Manager's Office

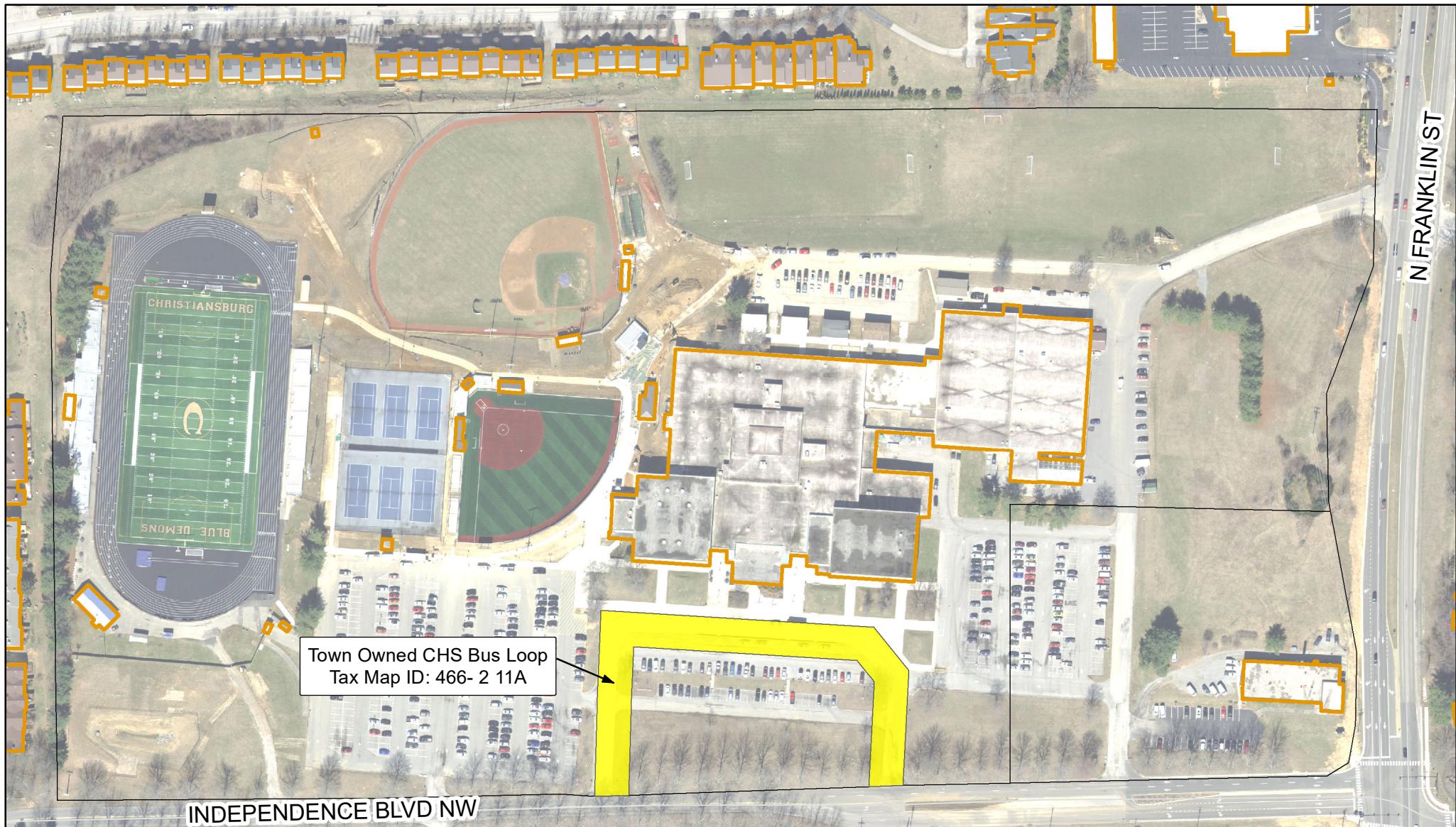
**PRESENTER:**

Andrew Warren, Assistant Town Manager

**Information Provided:**

CHS Bus Loop Exhibit

Deed of Conveyance to Town of Christiansburg on October 19, 1977



Town Owned CHS Bus Loop  
Tax Map ID: 466-2 11A

INDEPENDENCE BLVD NW

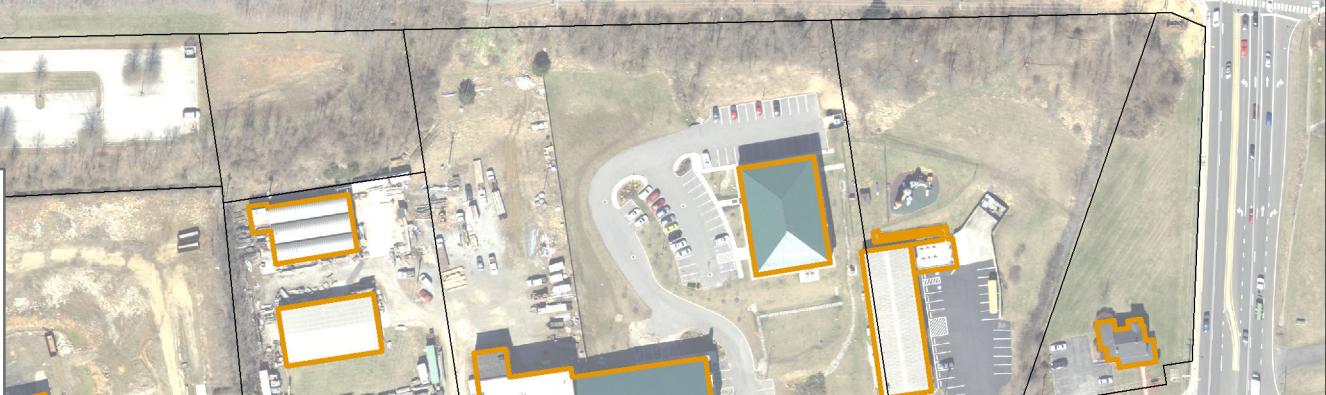
### CHS Bus Loop Exhibit

Yellow = Town Owned CHS Bus Loop

0 50 100 200 300  
Feet



Map prepared by Town of Christiansburg Engineering Department 1/22/2021.



December 30, 2020

Mr. Andrew Warren  
Town of Christiansburg  
100 East Main Street  
Christiansburg, VA 24073

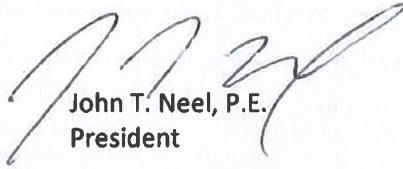
RE: Request to Vacate Right-of-Way  
Christiansburg High School - Independence Blvd.  
Job No. 3158.0

Dear Mr. Warren:

Please accept this letter as our request to vacate the right-of-way located at Independence Blvd. known as the "bus loop" at Christiansburg High School – Tax Parcel No. 466-2-11A.

If you have any questions or need any further information, please feel free to contact me.

Sincerely,  
Gay and Neel, Inc.



John T. Neel, P.E.  
President

Enclosures

cc: Mr. Thomas Kranz, MCPS (via email)

JTN/scw

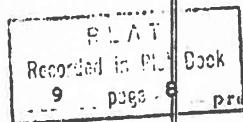
THIS DEED, made and entered into on this the 19th day of October, 1977, by and between the School Board of Montgomery County, Virginia, party of the first part, and Town of Christiansburg, Christiansburg, Virginia, a municipal corporation, party of the second part,

WITNESSETH:

That for and in consideration of the sum of Ten (\$10.00) Dollars cash in hand paid by the party of the second part to the party of the first part, and for other good and valuable consideration, the receipt of all of which is hereby acknowledged, the party of the first part does hereby bargain, sell, grant and convey unto the party of the second part, with special covenants of title for street purposes, all that certain parcel of land situate, lying and being in the Town of Christiansburg, Virginia, Montgomery County, Virginia, and in the Riner Magisterial District of said County, more particularly described as follows, to-wit:

*Delivered to  
Craft, M. G.  
C'Burg, VA  
11/15/77*

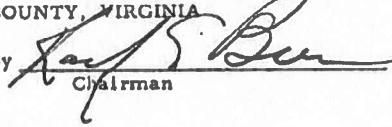
BEGINNING at a point situate in the northerly line of Independence Blvd. and which said point also lies 700 feet, more or less, from the westerly line of North Franklin Street; thence with the northerly line of Independence Blvd., S 88° 44' 09" W 50 feet; thence N 4° 00" E 152 feet; thence N 38° 49' W 32 feet; thence N 85° 49' W 327 feet; thence S 53° 51' W 75 feet; thence S 2° 51' E 132 feet to a point in the northerly line of Independence Blvd.; thence with the northerly line of Independence Blvd., S 88° 44' 09" W 50 feet; thence N 2° 51' E 145 feet; thence N 3° 51' E 128 feet; thence S 85° 49' E 400.45 feet; thence S 38° 49' E 81.45 feet; thence S 4° 00' W 169 feet to the place of BEGINNING.



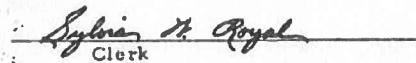
The lands hereby conveyed are shown upon a plat of the same prepared by B. D. Helms dated July 30, 1976, a copy of said plat is attached hereto and incorporated as a part of this deed by reference.

Witness the following signatures and seals.

(2)

SCHOOL BOARD OF MONTGOMERY  
COUNTY, VIRGINIABy   
Chairman

Attest:

  
Clerk

STATE OF VIRGINIA

COUNTY OF MONTGOMERY, TO-WIT:

The foregoing instrument was acknowledged before me this 19th  
day of October, 1977, by Karl E. Bren  
and Sylvia W. Royal, Chairman and Clerk, respectively,  
of the School Board of Montgomery County, Virginia.

My commission expires October 8, 1980.  
Notary Public

VIRGINIA: In the Clerk's Office of the Circuit Court of Montgomery County  
1st day of November 1977 The foregoing instrument was  
this day presented in said Office and with certificate annexed admitted to  
record at 4:02 o'clock P. M.

Teste: JOHN B. MYERS, JR., CLERK

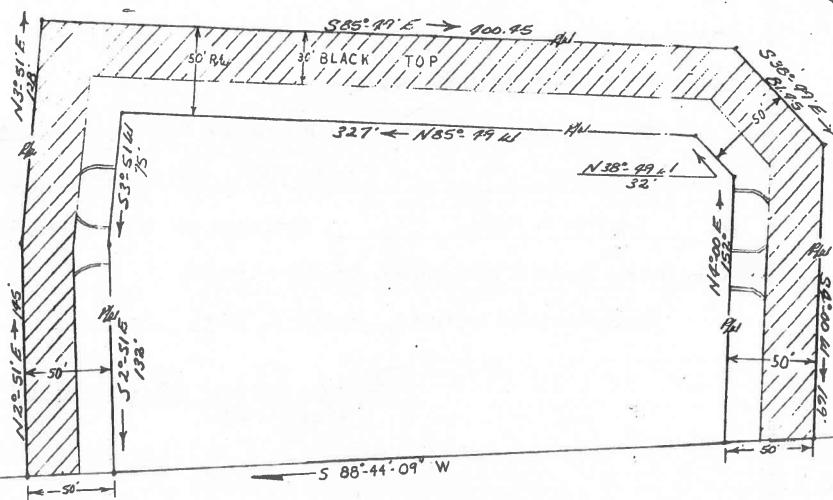
By  D. C

9-8



MONTGOMERY Co. SCHOOL BOARD

NOTE:  
PARTS OF THIS PLAT TRACED  
FROM CHB&G. HIGH SCHOOL  
SITE PLAN, PROJECT N<sup>o</sup> 60-77-A



INDEPENDENCE BLVD.

This Plat is a part of Deed  
RECORDED November 1 1927  
in Deed Book 391 Page 218



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

**AGENDA LOCATION:**

Discussion/Action

**Meeting Date:**

January 26, 2021

**ITEM TITLE:**

Town Computer Decommissioning Policy

**DESCRIPTION:**

This policy would permit decommissioned PCs for purchase by Town staff. PCs are replaced every 5 years. At the end of its life cycle, a PC starts to fail or is no longer able to adequately keep up with the town's workload and allow staff to provide the best services to citizens. In many cases, decommissioned PCs are still well suited for home environments where workloads are lighter and where PC failures do not have the potential to interrupt services for many citizens. The overall goal is to provide a value to Town staff for a decommissioned computer at home during these times of additional remote schooling and zoom meetings. We estimate that this will be approximately 44 computers in any given year.

**POTENTIAL ACTION:**

Consider policy adoption

**DEPARTMENT(S):**

Town Manager's Office

**PRESENTER:**

Randy Wingfield, Town Manager

**Information Provided:**

Proposed policy document



# Decommissioning PCs

The Town will offer working decommissioned PCs for purchase by Town staff. It is our hope these PCs can be a good value to Town staff especially during these times of remote schooling and zoom meetings.

## Purpose

IT replaces PCs every 5 years. These thresholds mark when PCs start to fail (potentially disrupting citizen services) or are no longer able to adequately keep up with the town's workload. But we find most decommissioned PCs are well suited for home environments where workloads are lighter and where PC failures do not have the potential to deny services to thousands of residents.

## Procedure

When we decommission a PC:

1. We will offer the current user of the PC first,
2. If current user declines or does not purchase within 1 week, the PC will be offered to all TOC staff.
3. If no TOC staff member purchases the PC within the first month after decommissioning, it will be disposed of at Govdeals.com

## Pricing

• Desktop w/Windows 10 OEM Home Edition	\$75.00
• Laptop w/Windows 10 OEM Home Edition	\$150.00

NOTE: MDTs and iPads are not available for purchase

## Condition

- As-is with no support from IT.
- All Town owned software and data removed which includes Windows 10 Enterprise.
- Includes keyboard, mouse and Windows 10 OEM Home Edition.
- Laptop batteries will be the same as when decommissioned. We won't be replacing them.
- Monitors and printers not included.

## Returns

PCs can be returned for a replacement (if available) or refund (if replacement is not available) within 1 week of purchase.

## Restrictions

- No more than three PCs per person per year.



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Town Council

**Meeting Date:**

January 26, 2021

**ITEM TITLE:**

Rezoning request by Balzer and Associates, Inc., on behalf of RWW36, LLC (applicant) for an approximately 4.306 acre property owned by Mary Maxie Jewell Trust, Mary Stewart, Janet Epperly, Bill Jewell, Trustees, located west of Weddle Way, N.W. (tax map no. 435-A-13) from the R-1A, Rural Residential District to the R-2, Two-Family Residential District with proffers. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. (RZN-2020-06).

**DESCRIPTION:**

The applicant requests to rezone the property located west of Weddle Way, N.W. (tax map no. 435-A-13) from the R-1A, Rural Residential District to the R-2, Two-Family Residential District with proffers in order to create 7 two-family dwelling lots for a total of 14 units as well as a lot designated for stormwater management. The overall proposed density of development is 3.25 units per acre.

The applicant has submitted the following proffers with the rezoning request:

1. The property shall be developed in substantial conformance with the masterplan submitted dated October 12, 2020.
2. The property proposed for R-2 Zoning shall only be utilized for two-family residential use.
3. **The applicant shall only construct one-story homes, either on a slab or over a basement, on the property. No two-story homes shall be permitted.**

**Please note that the third proffer was provided on January 12, 2021 and was not reflected in the earlier agenda packets. At the January 12 meeting, Town Council delayed taking a vote on the request in order to provide additional time for the public to review the new proffer.**

Planning Commission held its public hearing on November 16, 2020. At its November 30, 2020 meeting, the Planning Commission recommended approval by a vote of 5-3.

**POTENTIAL ACTION:**

Take action on request.

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Andrew Warren, Assistant Town Manager

**Information Provided:**

The Planning Commission resolution, meeting minutes, staff report, and draft rezoning ordinance were included in the December 8, 2020 agenda packet. The final signed proffer statement is included in this packet.

## WEDDLE WAY SUBDIVISION PROFFER STATEMENT

January 12, 2021

Proffer Statement for a requested rezoning application of Tax Parcel #435-A 13 located west of Weddle Way. (Reference Chapter 42 of the Town of Christiansburg Zoning Ordinance effective date November 20, 1987)

Pursuant to Section 42-12(b) of the Town of Christiansburg Zoning Ordinance, the owner hereby voluntarily proffers that this property will be developed in accordance with the following conditions if and only if, approval of the proposed rezoning is granted. These proffers will be included in all future transactions of the property to all owners, their successors, and assigns.

We hereby proffer the development of the subject property of this application shall be in strict accordance with the conditions set forth in this submission.

- 1) The property shall be developed in substantial conformance with the masterplan submitted dated October 12, 2020.
- 2) The property proposed for R-2 Zoning shall only be utilized for two-family residential use.
- 3) The applicant shall only construct one-story homes, either on a slab or over a basement, on the property. No two-story homes shall be permitted.

Owner / Applicant

 1/12/21

Date

Commonwealth of Virginia  
County of MONTGOMERY

The foregoing instrument was acknowledged before me this 12<sup>th</sup> day of JANUARY 2021 by: ROGER WOODY FOR RWW 36, LLC of MONTGOMERY County.

JAMES A. J. WESEL  
Notary Public

My commission expires 8/31/21

