

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
MARCH 23, 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 MARCH 23, 2021 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Town Attorney Reid Broughton; Executive Assistant/Clerk of Council Tracy Heinline; Finance/Treasurer Director Valerie Tweedie; Police Chief Mark Sisson; Director of Engineering Wayne Nelson.

REGULAR MEETING

I. CALL TO ORDER

A. Moment of Reflection

B. Pledge of Allegiance

II. ADJUSTMENT OF THE AGENDA

Councilwoman Hicks made a motion to adjust the agenda to add a discussion concerning the United Way and community support applications. Councilman Showalter seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

Councilman Showalter made a motion to remove item M. under Discussion and Action by Mayor and Town Council concerning time limits for Council members. Mr. Showalter expressed that due to Council not wanting to move forward with this discussion it should be removed from the agenda. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

Mayor Barber noted that Derrick Mays, Program Manager from the Department of Criminal Justice would not be presenting, due to unforeseen circumstances.

III. PUBLIC HEARINGS

A. An Ordinance amending Sec. 18-204 of Article VII. Transient Lodging Tax of Chapter 18 Finance and Taxation of the Christiansburg Town Code regarding the lodging tax penalty.

The public hearing was opened. With no speakers on the item, the public hearing was closed.

#### IV. CONSENT AGENDA

- A. Approval of Minutes of March 9, 2021 and Work Session Minutes of March 16, 2021.
- B. Monthly bill list.
- C. Resolution recognizing March 29, 2021 as Vietnam Veteran's Day.
- D. Resolution recognizing April 5 – 11, 2021 as National Public Health Week.
- E. Resolution recognizing April 11 -17, 2021 as National Public Safety Telecommunicators Week.
- F. Resolution recognizing April 2021 as Child Abuse Prevention Month.
- G. Schedule public hearing on May 11, 2021 for a Conditional Use Permit request by New River Soccer Association (applicant) on behalf of Marjorie Ann Rhudy for a private recreational facility in the Agriculture (A) zoning district at 1200 Buffalo Drive, (Tax Parcel 556 – ((A)) – 84). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- H. Schedule public hearing on May 11, 2021 for a Conditional Use Permit request by TPBC, LLC (Valley Landscaping) (applicant) on behalf of the Montgomery County School Board for a contractor storage yard in the General Business (B-3) zoning district at 1175 Cambria Street, N.E. (Tax Parcel 497 – ((A)) – 95). The property is designated as Downtown/Mixed Use on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

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

#### V. INTRODUCTIONS AND PRESENTATIONS

- A. Derrick Mays, Program Manager from the Department of Criminal Justice, to present Police Department's recertification document for accreditation.

Mr. Mays was unable to attend the Town Council meeting.

- B. Finance Director/Treasurer Valerie Tweedie to present the proposed Fiscal Year 2021-2022 Budget.

Mrs. Tweedie referenced the handout of the 2022 Proposed Budget Draft provided for Council. Mrs. Tweedie updated Council concerning the economic outlook compared to last year's budget and mentioned the conservative revenue projections for meals, lodging, and

sales taxes, and business license fees. She explained that the Town's projected revenues is \$62,247,307 and referenced a graph that showed where the funds would originate from, the majority being the capital project fund. She also explained the areas the funds would be expended, the largest being trails, streets, and capital projects. Mrs. Tweedie stated that the budget also included a proposed water rate increase for 2022 that was deferred from 2021 and the construction of the signature park along with related costs and debt service. Also included were four new full-time positions and a 2% merit pool along with a 1% cost-of-living increase for employees. Mrs. Tweedie discussed the major capital projects that were upcoming, and the amount projected for community support for non-profit businesses. She presented to Council the new assigned reserves and explained that this year would be the last year for the software reserve. Mrs. Tweedie explained that the \$1.1 million would be placed into reserves for larger projects that would arise in the next 5-10 years and clarified the use of the assigned and unassigned reserves in the proposed budget. Mrs. Tweedie concluded that the next steps in the upcoming weeks would include Council holding budget works sessions as needed, scheduling a public hearing for the water rate increases, scheduling a public hearing for the budget and then approving a finalized budget.

#### VI. CITIZEN COMMENTS

None.

#### VII. COMMITTEE REPORTS

Councilwoman Sachs reported that the Central Business meeting would be held on Wednesday, March 24<sup>th</sup> at 12:00pm.

Councilman Huppert reported that he had worked as a liaison for the Parks and Recreation for many years and was very pleased with the current staff. Mr. Huppert expressed disappointment at the last Council meeting when it was reported there was a great deal of trash at the Depot Park. He explained he had gone to the park at different times and looked for trash and could only find a small amount. Mr. Huppert expressed the park was well maintained and he encouraged citizens to speak with Parks and Recreation Director Brad Epperley or himself if they had any concerns.

Councilman Stipes

No report.

Councilman Showalter

No report.

Councilman Bishop

No report.

Councilwoman Hicks reported that her family visits the Aquatic Center often and is happy with the maintenance of the grounds as well as the staff being so welcoming. Mrs. Hicks expressed the need for cameras at the skate park and mentioned it is well utilized by the community.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Conveyance of an access easement from the Town of Christiansburg over and across a portion of Tax Parcels 435 – ((A)) – 1, 2, 2A and 3 to benefit Tax Parcel 435 – ((A)) – 34 (owned by Jalaledin and Joni L. Dadras).

Councilwoman Hicks expressed gratitude to the Dadras family for signing documents to proceed with the access easement and the Miller Land Company for making adjustments for an entrance.

Councilman Showalter made a motion to approve the conveyance of an access easement. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- B. Conveyance by quitclaim of any interest of the Town in approximately 0.093 acres of the abandoned right-of-way of Route 658 adjacent to Tax Parcel 435 – ((A)) – 34 (owned by Jalaledin and Joni L. Dadras).

Councilman Showalter made a motion to approve the conveyance by quitclaim of any interest of the Town. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- C. Conveyance to Miller Land Company, Inc. by quitclaim and boundary line adjustment of approximately 0.089 acres consisting of (a) the abandoned right-of-way of Route 658 adjacent to Tax Parcel 435 – ((A)) 39A (owned by the Miller Land Company, Inc.), and (b) a portion of Tax Parcel 435 – ((A)) – 1, 2, 2A, and 3.

Councilman Showalter made a motion to approve the conveyance to Miller Land Company, Inc. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- D. Conveyance of a stormwater management easement from the Town of Christiansburg on Tax Parcel 435 – ((A)) – 1, 2, 2A, and 3 for the benefit of Tax Parcel 435 – ((A)) – 39A owned by the Miller Land Company, Inc., et al.

Councilman Showalter made a motion to approve the conveyance of a stormwater management easement. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- E. Dedication of a conservation easement on approximately 0.868 acres of Tax Parcel 435 – ((A)) – 1, 2, 2A, and 3 (proposed park on Peppers Ferry Road, N.W.).

Councilman Showalter made a motion to approve a dedication of a conservation easement. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- F. Dedication of a conservation easement on approximately 5.018 acres of portions of Tax Parcel 495 – ((2)) – A. (Diamond Hills Park).

Councilman Showalter made a motion to approve the dedication of a conservation easement at the Diamond Hills Park. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- G. Dedication of a conservation easement on Tax Parcel 495 – ((A)) – 101A (approximately 10.406 acres adjacent to closed Wades Lane Landfill).

Councilman Showalter made a motion to approve a dedication of a conservation easement adjacent to closed Wades Lane Landfill. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- H. Street Right-of-way, Easements, and Boundary Adjustments for Tax Parcels 435 – ((A)) – 1, 2, 2A and 3; 435 – ((11)) – A; and 435 – ((11)) – B owned by the Town of Christiansburg (Christiansburg Signature Park off of Peppers Ferry Road).

Councilman Showalter made a motion to approve the street right-of-way, easements, and boundary adjustments off of Peppers Ferry Road. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- I. Street Right-of-way, Easements, and Boundary Adjustments for Tax Parcels 435 – ((A)) – 1, 2, 2A and 3 owned by the Town of Christiansburg, 435 – ((A)) – 39A owned by Miller Land Company, 435 – ((A)) – 34 owned by Jalaldin and Joni L. Dadras.

Councilman Showalter made a motion to approve the street right-of-way, easements, and boundary adjustments. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- J. An extension for a Conditional Use Permit request by Cole Shows Amusement Co Inc. (applicant) for property owned by Rockstep Christiansburg LLC for a carnival at 782 New River Road, N.W. (Tax Parcel 435 – ((A)) – 41) in the B-3, General Business zoning district. The Conditional Use Permit as approved by Town Council on March 24, 2020 and never used due to COVID-19 restrictions. Modified operations plan approved by the New River Health District to operate between April 28, 2021 thru May 9, 2021.

Councilwoman Hicks welcomed the carnival representatives and inquired where the equipment for the carnival would be installed. It was explained by the representatives that the equipment would be set up near the Belk store area at the mall.

Councilwoman Hicks made a motion to approve the extension for a conditional use permit request by Cole Shows Amusement Co., Inc. Councilman Bishop seconded the motion and

Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- K. Change Order #1 to Christiansburg Signature Park Comprehensive Agreement to reduce the Faulconer Construction Co. contract by \$801,968.99 regarding removal of playground equipment from contract.

Councilwoman Hicks asked Mr. Wingfield to provide information on the reason for a change order. Mr. Wingfield stated there was a quoted price in the contract to the Town for the playground equipment that included a discount. Mr. Wingfield explained the discount would not be provided for a private company like Faulconer Construction, so instead the Town would make the purchase to receive the discount.

Councilwoman Sachs made a motion to approve the change order #1 to the Christiansburg Signature Park Comprehensive Agreement. Councilman Stipes seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- L. Approval of GameTime purchase order in the amount of \$801,968.99 for purchase of playground equipment for the Christiansburg Signature Park.

Councilwoman Sachs made a motion to approve the GameTime purchase order. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- M. Council request for time limit under Discussion and Action by Mayor and Council during Town Council meetings.

Item M. was removed from the agenda.

Mayor Barber revisited Councilwoman Hicks request to support funding for United Way. Mr. Barber questioned Mrs. Tweedie what the tally vote had been previously to not accept the late application submission. Mrs. Tweedie explained there were two Council members that agreed to accept the application for United Way and four that were against. Councilwoman Hicks expressed there were changes Council made at the last work session that included allowing the Montgomery County Museum to turn in their application late and felt that Council made an exception for one business so they should for both. Mayor Barber noted the tally vote was now three for accepting the application and three against. Councilman Stipes asked Mrs. Hicks that if she changed her tally vote on United Way, then would she also change her vote for the Museum. Mrs. Hicks explained she would like to change her vote for both and felt that Covid-19 had played a big part in the businesses turning in their applications late. Councilman Stipes expressed he still would not support United Way since this United Way supported the whole New River Valley and felt there was a great deal of dollars spent outside of the area. He also explained there were several of the non-profits the Town supported that in turn helped the United Way. Councilman Huppert explained that the United Way's umbrella was so huge and so supported that it would not change his tally vote of no. Since Council voted and the result was a tie, Mayor Barber explained that if the Town did contribute to the United Way, the Town could request funds be spent in Christiansburg only. Mr. Barber voted yes with the assurance that the Town could request

the funds be spent in Christiansburg. Mrs. Tweedie expressed that the Town would specify that funds needed to be spent in Christiansburg and documentation would reflect that.

#### IX. STAFF REPORTS

##### A. Town Manager

Mr. Wingfield announced a Public Hearing for a lease of 415 Cambria Street, N.W. scheduled for April 13, 2021. He also announced a second Public Hearing for a rezoning request on John Lemley Lane for May 11, 2021. He explained the Town had storage at the Rowe Furniture building at 415 Cambria Street, N.W. and Fiber Technologies currently rented a portion of the building on Cambria Street. Mr. Wingfield explained that the Town did own the building and there had been issues with the roof leaking in the building occasionally but tenants that had interest were aware. Councilwoman Hicks questioned if there was public hearing paperwork for property on Franklin Street close to the Trinity Community Church. Assistant Town Manager Warren explained there was a petition to rezone the property from Agricultural to B-3, which is more in line with the commercial district. He explained the request was related to a digital sign the church would like to place and the rezoning would allow more signage.

##### Town Attorney

Mr. Broughton reported on wearing face masks at Council meetings and wanted to clarify that Council could ask citizens to remove facial masks for identification purposes. Mr. Broughton cautioned there could be restrictions to that request due to religious beliefs. Councilman Showalter expressed that banks in the area were requesting customers to lower their masks when entering the business and then replacing them.

##### B. Other Staff

Mayor Barber announced Public Relations Director Melissa Demmitt's last day would be Wednesday March 24, 2021. Mr. Barber expressed that Mrs. Demmitt had been a great asset to the Public Relations Department, as well as the Town, and would be greatly missed. Mr. Barber presented Mrs. Demmitt with a farewell gift.

#### X. COUNCIL REPORTS

Councilman Stipes reiterated that Mrs. Demmitt had done a remarkable job for the Town and would be missed.

Councilman Showalter  
None.

Councilman Huppert reported on the upcoming swim meets at the Aquatic Center and expressed that hopefully those meets would fill up hotels and help boost the economy.

Councilman Bishop  
None.

Councilwoman Sachs  
None.

Councilwoman Hicks commended Public Works for installing the spring decorations on the poles in Town and mentioned the beauty of the flowers around the poles.

Mayor Barber mentioned that the new Town flag was mounted and that it was a nice addition.

XI. OTHER BUSINESS

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 7:59pm.

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Tracy Heinline, Clerk of Council

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D. Michael Barber, Mayor