



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
JUNE 28, 2022 – 7:00 P.M.

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

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 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, June 28, 2022, 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

- A. An Agreement for a Wing Delivery Zone at Christiansburg Recreation Center at 1600 N. Franklin Street

IV. CONSENT AGENDA

- A. Approval of Minutes of June 14, 2022 and June 17, 2022
- B. Monthly Bill List
- C. Contract with AECOM Technical Services, Inc., for Annual Bridge Inspections and Engineering Services in the amount of \$100,000 or more, renewable for up to a 5-year term
- D. Contract with SCS Engineers, Inc., for Professional Engineering Service, Post Closure Landfill Engineering and Monitoring in the amount of \$100,000 or more, renewable for up to a 5-year term
- E. Contract renewal #1 with Wetland Studies and Solutions, Inc. d/b/a WSSI for Stormwater Engineering On-Call Services in the amount of \$100,000 or more
- F. Resolution in support of the New River Valley Metropolitan Planning Organization's Virginia Department of Transportation Smart Scale program funding application for the Route 114/Route 460 Bus. Safety Improvement Project in the Town of Christiansburg
- G. Resolution in support of the New River Valley Metropolitan Planning Organization's Virginia Department of Transportation Smart Scale program funding application for the Route 460 widening and operational improvements project in the Town of Christiansburg and Montgomery County
- H. Resolution in support of the New River Valley Metropolitan Planning Organization's Virginia Department of Transportation Smart Scale Application for Interchange Improvements at I-81 Exit 114
- I. Resolution in support of the Smart Scale application for the Peppers Ferry Road – Cambria Street Connector Route
- J. Resolution in support of the Town of Christiansburg's Smart Scale program funding application for the Cambria Street – North Franklin Street Connector Street
- K. Resolution in support of the Town of Christiansburg's Smart Scale program funding application for the North Franklin Street to Elm Street NE
- L. Resolution in support of the Town of Christiansburg's Smart Scale application for the Parkway Drive Extension, Phase I

- M. Resolution in support of the Town of Christiansburg's Smart Scale application for the Parkway Drive Extension, Phase II

V. INTRODUCTIONS AND PRESENTATIONS

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Sustainability Committee
- B. Boundary adjustment criteria

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

A. Closed Meeting:

1. Request for a Closed Meeting under Code of Virginia § 2.2-3711(A)(7), pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party.; and Code of Virginia § 2.2-3711(A)(8), consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. The Closed Meeting is being held for discussion of potential litigation regarding construction of the Christiansburg Huckleberry Park.

2. Reconvene in Open Meeting.
3. Certification.
4. Council action on the matters.

XII. ADJOURNMENT

Upcoming meetings of Council:

July 12, 2022, 7:00 P.M. – Regular Meeting

July 26, 2022, 7:00 P.M. – Regular Meeting



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

AGENDA LOCATION:

Public Hearing

Meeting Date:

June 28, 2022

ITEM TITLE:

An Agreement for a Wing Delivery Zone at Christiansburg Recreation Center at 1600 N. Franklin Street.

DESCRIPTION:

This is for a Wing Delivery Zone at the Christiansburg Recreation Center for a one-year license to Wing Aviation LLC (or Wing) with three additional one-year auto-renewals. The purpose of the license is to allow Wing to establish a public delivery zone for customers of Wing's delivery app on an approximately 400 square foot grassed area in the northwest portion of the Christiansburg Recreation Center property adjacent to the Huckleberry Trail. The area requested has been reduced from a 900 square foot area originally since the additional area is not needed. Based on conversations with the Town's insurance company, the Town is proposing some additional language to Wing to include commercial general liability insurance for at least \$1 million dollars per occurrence and at least \$2 million dollars aggregate and requiring Wing to provide a Certificate of Insurance showing the Town of Christiansburg as an additional insured on Wing's general liability policy. We anticipate that the final wording will be agreed to by Wing and added to the draft license prior to the public hearing.

POTENTIAL ACTION:

Hold public hearing. Final action is scheduled for July 12, 2022.

DEPARTMENT:

Administration

PRESENTER:

Andrew Warren, Town Manager

INFORMATION PROVIDED:

Draft Wing Delivery Zone License

<https://christiansburg.box.com/s/gfjq09im22xwdztr6x932eryryu3qqmw>

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
June 14, 2022 – 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 JUNE 14, 2022, AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Henry Showalter; Samuel M. Bishop; Johana Hicks; Tanya Hockett; Casey Jenkins; Tim Wilson.

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Town Attorney Mary Russell; Land Development Coordinator Devon Shields (for Executive Assistant/Clerk of Council Tracy Heinline); Director of Public Works Jim Lancianese; Assistant Director of Public Works, Streets Travis Moles; Engineering Director Michael Kelley; Fire Chief/Rescue Chief Billy Hanks; Parks and Recreation Director Brad Epperley.

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilman Tim Wilson.

II. ADJUSTMENT OF THE AGENDA

None.

III. PUBLIC HEARINGS

- A. An Agreement for a Wing Delivery Zone at Christiansburg Recreation Center at 1600 N. Franklin Street

Mayor Barber noted this item was to be rescheduled and was being rescheduled in the Consent Agenda.

IV. CONSENT AGENDA

- A. Approval of Minutes of May 24, 2022 and June 7, 2022
- B. Resolution recognizing June 22, 2022 as GiveLocalNRV Giving Day
- C. Resolution recognizing Gratton Thompson for his retirement from the Fire Department after 61 years of service
- D. Contract with A. Morton Thomas and Associates, Inc., d/b/a AMT for Professional Engineering Services on the College Street Drainage Improvements Project in the amount of \$300,875.00
- E. Reschedule public hearing for an Agreement for a Wing Delivery Zone at the Christiansburg Recreation Center at 1600 N. Franklin Street from June 14, 2022 to June 28, 2022

Councilman Showalter made a motion to approve the Consent Agenda as presented, seconded by Councilwoman Hicks. Council voted on the motion as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Jenkins – Aye; Councilman Showalter – Aye; Councilman Wilson – Aye.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Resolution presentation to Gratton Thompson for his retirement from the Fire Department

Mayor Barber presented the resolution to Gratton Thompson and thanked him for his 61-year service to the Town. Chief Hanks shared that only two previous members of the Fire Department had reached 60 years of service and added that Mr. Thompson was actively working as Captain until the previous Tuesday night. A large number of members of the Christiansburg Fire Department were present to share their support and thanks.

- B. Parks and Recreation Director Brad Epperley to present on department operations

Brad Epperley began his presentation by sharing a divisional breakdown of department operations, stating the department has nineteen full-time staff, largely housed at the Recreation Center. Mr. Epperley gave a summary of Town facilities managed and maintained by the department and noted that they partner with Virginia Tech for internship opportunities.

Mr. Epperley discussed the Youth and Adult Athletics programs run by the department. He highlighted accomplishments for youth sports and noted it has been especially good to see participation after COVID. He mentioned that youth volleyball is a new program offering and explained that they are trying to put an emphasis on girls' sports with now over one hundred participants. He described some of the Community and Senior Program opportunities provided by the department and highlighted some of the awards the programs have won.

Mr. Epperley gave an overview of the Christiansburg Huckleberry Park, for which construction is underway. He described Jill's Buddy Camp, which is a partnership with Montgomery County Public Schools that pairs teenagers with children in pre-K through second grade who have disabilities. He shared information about the Town's Farmers Market and the new Community Garden, which has six plots, that have all been planted. Mr. Epperley then shared information about Community Events organized and produced by the department, such as the July 4th Celebration, the Great Easter Egg Hunt, and the Rockin' Main Street Concert Series.

Councilman Jenkins inquired about a timeline for potential extension of the Huckleberry Trail to Downtown. Mr. Epperley explained that there were a number of challenges to connecting the trail to Downtown, including the railroad and North Franklin Street. He noted the department works with the Bikeway Walkway Committee on these matters and described one option of placing a sidewalk on the bridge in that corridor and providing some connectivity through bike lanes on North Franklin Street.

Mayor Barber stated that the work the department does serves people of all walks of life, and while not being a money-maker, it provides what people look for when moving to Town. Councilwoman Hicks thanked Mr. Epperley for his work and asked if the department was still understaffed. Mr. Epperley shared that they have gradually been able to hire more staff, and that internships, such as those provided through the ACCE program, help. Councilwoman Hicks asked if the facilities can be used as an emergency shelter and if the department offers cooling systems for the public to use. Mr. Epperley stated that yes, the Recreation Center can be used as an emergency shelter, and they work with Chief Hanks in those situations. They have learned, however, that they cannot run the air conditioning system when the power is out. An updated generator plan is included in the recently approved budget. Regarding cooling stations for the public, Mr. Epperley said the public needed a day pass or membership to use the Recreation Center and Aquatic Center facilities, but they do try to work with people. Councilwoman Hockett expressed her appreciation of the recognition Mr. Epperley gives to staff and the work they do.

VI. CITIZEN COMMENTS

None.

VII. COMMITTEE REPORTS

None.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Town of Christiansburg 2022-2026 Community Development Block Grant Consolidated Plan and 2022 Annual Action Plan

Assistant Town Manager Andrew Warren noted that at the time of the public hearing on this item, the Town had not received an official letter from HUD outlining the amount of money the Town would receive. He explained that the Town would be receiving \$125,664, as opposed to the approximately \$105,000 that had been expected, but that this did not change either the Consolidated Plan or the Annual Action Plan.

Councilwoman Hicks asked if the Town's plan was the same as it was in the past, to use the money to build sidewalks. Mr. Warren explained that yes, that is the plan, provided the Town can leverage other funds for sidewalk projects, as the money received is not enough to build sidewalks alone. Mr. Warren continued, explaining that the money could be used for waterline projects or emergency home repair projects for qualifying low- to moderate-income residents working with a local nonprofit.

B. Discussion of Sustainability Plan

Town Manager Randy Wingfield presented on a potential Town of Christiansburg Sustainability Plan. Mr. Wingfield provided a definition of sustainability, and a list of what sustainability can include. He provided examples of how sustainability can be achieved through regulation and noted some prior sustainability actions by the Town, such as energy audits, stream clean-ups, Zoning Ordinance requirements, and enforcement of environmental regulations. Mr. Wingfield noted that both the Town's Vision 2020 document and Destination 2022 document included goals oriented toward sustainability and added that being sustainable and sensitive to environmental concerns is consistent with the Town's Comprehensive Plan. He provided a list of potential next steps, which included proposing sustainability as a Council Retreat topic and considering a Sustainability Committee and the possibility of a Sustainability Coordinator position. Councilwoman Hicks inquired regarding the timeframe for landfill solar panels. Mr. Wingfield replied that he expected to have an RFP within a few months, pending an analysis of feasibility. Mrs. Hicks asked if Mr. Wingfield or Mr. Warren could potentially fulfill the roll of Sustainability Coordinator. Mr. Wingfield replied that it depended on the extent to which Council wished to take sustainability and mentioned the possibility of community sustainability grants and the question of how important a return on investment might be.

Mayor Barber asked Parks and Recreation Director Brad Epperley if he had noticed any savings in energy costs after switching facilities to LED lighting, to which Mr. Epperley replied that he had noticed savings in energy costs. Councilwoman Hicks asked if there were savings in manpower from changing lightbulbs less frequently, and Mr. Epperley said yes, there have been labor savings, as well.

Councilman Showalter inquired whether issuing an RFP for a solar farm would mean that it would be the Town's solar farm and asked if AEP would potentially be willing to participate in the cost. Mr. Wingfield replied that it would be the Town's solar farm and that he would be willing to pursue asking AEP for assistance in funding.

C. Discussion of Town Employee Picnic

Town Manager Wingfield presented various scheduling options for the Employee Picnic.

He proposed holding the picnic on a Wednesday afternoon with a variety of staffing scenarios for Town Hall and other Town facilities. Mr. Wingfield's recommendation was to close Town Hall for the three-hour period needed for the picnic, provided there was Council support for this option. Councilman Showalter expressed his support, as did Councilwoman Hicks. Mrs. Hicks questioned why there had been poor attendance in the past, asking if it was because employees did not want to give up their weekend, to which Mr. Wingfield replied that was probably part of it. Mayor Barber asked if families of employees could still attend, to which the answer was yes. Mayor Barber noted that Mr. Wingfield had noted additional activities, and Mr. Wingfield said he would like to add educational and training opportunities. Mrs. Hicks inquired when the school year would start and asked if it was a good idea to hold the picnic the day before the school year started. Mayor Barber expressed his support for trying this different scheduling approach, noting that any date picked could have its drawbacks. Councilman Showalter asked if department heads had been consulted regarding this plan, and the response was in the affirmative. Councilwoman Hockett confirmed the hours of 11 a.m. to 2 p.m. Mr. Wingfield noted the proposed date was August 10. Council expressed their support.

IX. STAFF REPORTS

A. Town Manager

Mr. Wingfield shared that the Juneteenth celebration at Rosa Peters Playground would be that Saturday and stated he could advertise it as a potential quorum of Council, to which Council was supportive.

Mr. Wingfield provided an update on the College Street Drainage Project, noting that 14 of the 25 property owners from which the Town would need an easement have signed agreements. Two property owners have indicated they will not sign, one in the upper basin/pond area, which could potentially be worked around. The other is in the channel area, and they had said they would still consider it. Council inquired if money was requested. Mr. Wingfield stated that the resident is looking for more exact information on the location of the easement and that money was not discussed. Mayor Barber asked if it was still the case that the easements needed to be all or none, and Mr. Wingfield said yes, that is the case, at least for the channel area. Councilman Showalter asked for clarification of what the outcome would be if this property owner were to refuse. Mr. Wingfield replied that unless Council would support condemning the property for the project, it would not be built.

Mr. Wingfield provided an update on Blacksburg Transit hiring efforts. He noted institution of a two-thousand-dollar sign-on bonus and added the Town of Blacksburg was slated to vote on pay increases for bus drivers with a rate of \$17.52/hour for new hires. He added that they are extending hours to return to a more normal operation, and Mayor Barber supplied additional information on hours of operation and routes. Councilwoman Hicks asked if buses would be discussed at the retreat. Mr. Wingfield replied that it could be discussed at the retreat next.

Mr. Wingfield presented a list of potential topics of discussion for the Council Retreat scheduled for Friday, June 17. Councilmen Showalter and Wilson recommended that marijuana legalization be removed from the list due to the potential for the topic to dominate time. Mayor Barber asked that the Town Attorney please look into the potential July 1 to December 31 deadline for a referendum. Councilwoman Hicks questioned whether a discussion of transportation options within the Town, such as buses, could be added to the agenda. Mr. Wingfield offered that if it can be considered a capital project, it could be discussed under capital projects, such as Blacksburg Transit funding, paving, and street projects. Mrs. Hicks suggested discussing reduction of Go Anywhere bus options and increasing the number of regular stops for buses. Mayor Barber stated that he believed Blacksburg Transit would provide input for those decisions. Councilman Showalter noted that Blacksburg Transit would make changes requested by Town Council, provided those changes were funded. Mayor Barber recommended the discussion be continued at the retreat under capital projects. Councilman Showalter clarified that the retreat was intended for staff to get direction from Council and that no hard decisions would be made at the retreat. Mayor Barber stated that he would like to have the conversations finished by the close of the retreat at 4 p.m. and encouraged Council members to review material prior to the retreat. Mr. Showalter asked that Mr. Wingfield please provide a packet of information with background items. Councilman Showalter inquired if there would be an opportunity to discuss other items not on the list. Mr. Wingfield said he was open to adding items and acknowledged receiving a list of items of regional interest provided by Mr. Showalter for discussion. Councilwoman Hicks asked who had added solid waste flow control to the list. Mr. Wingfield stated he had added it for Council's consideration. Mrs. Hicks stated she did not wish to cover the topic. Mayor Barber stated that when the topic comes up, if no one wishes to discuss it, they will move on.

Councilwoman Hockett inquired if there would be an opportunity to discuss other items not on the list, and Mr. Wingfield replied he would add an "Other Discussion" item to the agenda. Mrs. Hockett asked if this would be a good opportunity to discuss ways to provide feedback or evaluation to the Town Manager. Mayor Barber recommended that that type of discussion would need to be held in closed session, as it is a personnel issue. Councilwoman Hicks asked if community support could be discussed at the retreat. Mayor Barber stated that it was already included on the agenda. Councilman Showalter reiterated that the retreat was intended to provide direction to staff and that work sessions could be scheduled to discuss items in more detail. Mayor Barber reminded Council that a retreat of this nature was what created the Vision 2020 and Destination 2022 document. Councilman Jenkins expressed a desire to revisit those documents and discuss a master plan that goes beyond the current year. Mayor Barber inquired whether there would be a final report generated from the retreat. Mr. Wingfield stated that a final document would be created. Councilman Showalter shared a desire to create real goals and real dates for accountability, specifically regarding sustainability. Mrs. Hicks asked if Kevin Byrd could share a sustainability plan from elsewhere in the New River Valley that Council could look at and consider. Mr. Wingfield asked if Council would like to film the retreat. Mayor Barber took a poll of Council. Councilman Wilson expressed a desire to adhere to precedent. Councilwoman Hockett expressed that she was okay with it not being filmed, provided there were minutes of the meeting. Councilmen Bishop and Jenkins expressed they were ok with it not being filmed, Councilman Showalter was okay

either way, and Councilwoman Hicks expressed a desire to film the retreat. Councilman Showalter expressed his concern of discussing items that Council has set policy for in session but reiterated that he is okay either way. Mrs. Hicks inquired whether filming would be a legal requirement. The Town Attorney replied that she did not believe filming would be required, but that minutes would be required. Mayor Barber concluded that the retreat would not be filmed.

B. Town Attorney – No report

C. Other Staff – No report

X. COUNCIL REPORTS

Councilwoman Hicks inquired regarding the current status of the gas budget. Mr. Wingfield stated the Town was still in a decent position. Mayor Barber noted next year's budget reflected an increase in gas spending, and Mr. Wingfield added it was a twenty-five percent increase.

Councilman Wilson reported that the New River Valley Regional Commission would appoint a new Chair of the Board on July 1st, and that Hil Johnson would likely be appointed Chair.

Mayor Barber noted the Montgomery Museum of Art & History would be holding a soft open and ribbon cutting on June 22nd.

XI. OTHER BUSINESS

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:18 p.m.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
SPECIAL MEETING MINUTES
JUNE 17, 2022 – 9:00 A.M.**

A SPECIAL MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG PARKS AND RECREATION CENTER, 1600 N. FRANKLIN STREET, CHRISTIANSBURG, VIRGINIA, ON JUNE 17, 2022 AT 9:00 A.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Henry Showalter; Samuel M. Bishop; Johana Hicks; Tanya Hockett; Casey Jenkins; Tim Wilson

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Assistant Director of Engineering Capital Projects & Utilities Justin St. Clair

FACILITATOR: Executive Director of New River Valley Regional Commission Kevin Byrd

RETREAT WORK SESSION

- I. Mayor Barber called the meeting to order shortly after 9:00 a.m. and introduced Kevin Byrd as the retreat facilitator.
- II. Town Council Retreat Discussion

Town Council began the retreat by participating in a change style indicator exercise and discussed their results. Council discussed accomplishments of the Town and Councilman Jenkins suggested those accomplishments be shared with the citizens of Christiansburg.

Also discussed was the subject of employee retention and recruitment. Kevin Byrd requested that Councilmembers write down their ideas for employee retention and recruitment through a “card storming exercise. Mr. Byrd then led Council through the posting of their ideas and asking each to explain if they believed it was needed. Some ideas/thoughts posted included offer supplemental benefits such as legal services and more life insurance, more education on benefits package, patience in recruiting, listen & be proactive to needs, recognition of accomplishments, involve staff in successes of organization, tell employees that we want them here, explore the idea of telework for certain positions, promote great work environment, support learning opportunities and professional development opportunities, explore an employee referral incentive, review paternity and maternity leave, review job descriptions and service award time periods. Create and/or advertise growth and promotion opportunities within the organization, explore the potential of a mentorship program, consider an organizational culture assessment, evaluate compensation, invest in the leadership skills of our managers, and consider the implementation of 360-degree evaluations for certain positions.

Randy Wingfield provided a summary of capital projects of what is funded and happening and a brief discussion of future projects that are staffing and grant dependent. Conversation pursued regarding what would be important factors in a Public Works complex evaluation, the

evaluation of a Fire/Rescue Station location, and the preparation of map of existing plans and gaps for providing connectivity from the Huckleberry Trail into downtown.

Lunch was provided in the meeting room from 12 to 12:30. After lunch, Council discussed several special topics. They talked about solid waste flow control which was a new subject to several new councilmembers and whether it was something to reconsider given the progression of the court case between Meridian and County and the Town of Blacksburg. They followed by discussing community support grants and the existing regional joint budget review process. Next, they reviewed a chart comparing compensation of elected bodies in the area and discussed the pros and cons in considering a Council compensation increase. They followed with agreeing that staff could pursue including Council with future COLA increases if awarded to the rest of staff. Additionally, they discussed sustainability and agreed by consensus to form a sustainability committee with Mr. Wilson as a Council representative. They requested that staff provide a potential list of committee members at the next meeting. Final discussion of the retreat was potential subjects for an upcoming meeting with the Montgomery County Board of Supervisors. Kevin Byrd suggested two different discussions, one that involved Administrations and the other that involved elected bodies. The main items discussed as priorities were emergency services, parks and recreation, and economic development. It was agreed that the Mr. Wingfield and Mayor Barber would pursue a meeting with the County Administrator and the Chair of the Board of the Supervisors to further workout these ideas and come up with an agenda.

III. Adjournment

The retreat adjourned at approximately 3:35 p.m.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor

TOWN OF CHRISTIANBURG	PAY DATE 6-30-2022	
BILLS TO BE PAID FOR THE MONTHS OF	MAY & JUNE	
A MORTON THOMAS AND ASSOCIATES, INC	6,639.08	ENGINEERING SERVICES ANNUAL PAVING
ADAMS CONSTRUCTION CO.	10,107.73	ASPHALT STREET MAINTENANCE
ALGONQUIN PRODUCTS COMPANY	92.00	
ALL ROADS EQUIPMENT LLC	505.27	
ALLMAX SOFTWARE, INC.	1,900.00	
AMELIA ELIZABETH TUCKWILLER	25.00	AQUATICS ADVISORY BOARD
ASHLEY BRIGGS	30.00	PLANNING COMMISSION
ATLANTIC EMERGENCY SOLUTIONS, INC	2,574.92	REPAIRS 93 PIERCE ENGINE
AUTOZONE, INC	109.12	
BANE OIL COMPANY, INC	2,329.74	OFF ROAD DIESEL
BEVERLY J BRIDGES	50.00	AQUATICS ADVISORY BOARD
BORING CONTRACTORS INC	135,717.19	TOWER ROAD INTERSECTION
BOXLEY ASPHALT, LLC	413,521.84	PAVING ROANOKE ST DEPOT TO 460 BYPASS
BSN SPORTS COLLEGIATE PACIFIC	4,883.52	FIELD EQUIPMENT AND MAINTENANCE HARKRADER
C. W. WILLIAMS & COMPANY, LLC	1,190.26	
CARDINAL BLUEPRINTERS, INC.	864.89	
CENTURY ENGINEERING, INC	42,231.67	ENGINEERING SERVICES ARBOR DRIVE
CHA CONSULTING INC	2,408.51	BIOSOLID MANAGEMENT
CMC SUPPLY, INC.	597.43	
COLE TRUCK PARTS, INC	5,634.36	EQUIPMENT REPAIR AND MANINTENANCE PW
CONCRETE PIPE & PRECAST LLC	150.00	
DALY COMPUTERS, INC.	37,992.00	8 LAPTOPS FOR PD VEHICLE REPLACEMENTS AND NEW VEHICLES
DAVIS H. ELLIOT CO.,INC.	14,459.18	ELECTRICAL SERVICES PD GENERATOR INSTALL
DAVIS-FROST	1,019.59	
DELL MARKETING L.P.	21,549.88	IT ANNUAL REPLACEMENT OF LAPTOPS
DIANE C FENTON	75.00	PARKS AND RECREATION COMMISSION
DOMINION DOOR & HARDWARE INC	7,290.00	REPLACEMENT OF DOORS RECREATION CENTER
DUKE'S ROOT CONTROL INC	41,036.12	ANNUAL MAINTENANCE ROOT CONTROL WWASTE WATER SYSTEMS
DUNCAN FORD MAZDA	95.00	
E.C. PACE	116,199.47	INTERSECTION ARBOR DR AND PEPPERS FERRY
ELECTRICAL SUPPLY CO	899.55	
ENGINEERED SYSTEMS & PRODUCTS	1,987.11	
ENNIS-FLINT INC	1,785.00	
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, INC	32,054.30	BIOSOLID MANAGEMENT
EVOQUA WATER TECHNOLOGIES, LLC	3,236.70	SUPPLIES WWTP
FASTENAL COMPANY	63.33	
FAULCONER CONSTRUCTION COMPANY INC	1,555,093.00	NEW PARK CONSTRUCTION
FELIX CLARKE	30.00	PLANNING COMMISSION
FERGUSON ENTERPRISES, INC.#75	8,178.59	PARTS AND SUPPLIES WATER AND WASTE WATER
FIDELITY POWER SYSTEMS	8,836.35	REPLACE TRANSFER SWITCH GENERATOR AT BIBLE COLLEGE PUMP STATION
FIRE RESCUE AND TACTICAL, INC	995.49	
FISHER AUTO PARTS, INC.	1,667.25	
FITNESS CONCEPTS, INC.	4,996.02	REPAIR AND MAINTENANCE OF FITNESS EQUIPMENT RECREATION CENTER
FLEET PRIDE, INC	293.50	
GALLS, AN ARAMARK COMPANY	8,412.26	POLICE UNIFORMS AND SUPPLIES
GEORGE J PETRONIS ENT, INC	1,199.80	
GODWIN MANUFACTURING CO.,INC.	595.90	
GRAINGER	98.26	
HAJOCA CORPORATION	259.09	
HIGHWAY MOTORS, INC.	708.20	
HOSE HOUSE, INC.	442.20	
HY-TEST, INC	2,899.58	FIRE EXTINGUISHER INSPECTIONS
IDEXX DISTRIBUTION, INC.	621.62	
IES COMMERCIAL, INC	3,850.72	IT SOOFTWARE LICENSING
INFRASTRUCTURE SOLUTIONS GROUP INC	373.80	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	139.95	
IV LABS INC	172.70	
JAMES ROBERT WILLIAMSON, JR.	75.00	PARKS AND RECREATION COMMISSION
JEREMY MADISON WILLIAMS	50.00	AQUATICS ADVISORY BOARD
JESSICA M. DAVIS	30.00	PLANNING COMMISSION
JOHN T. NEEL	50.00	PARKS AND RECREATION COMMISSION
KAREN L DRAKE-WHITNEY	50.00	AQUATICS ADVISORY BOARD
KATHERINE SMITH MEADOWS	75.00	PARKS AND RECREATION COMMISSION
KINGS TIRE SERVICE, INC	1,694.00	
KORMAN SIGNS, INC.	14,122.25	SIGNAGE MATERIALS FOR PUBLIC WORKS
LANCASTER, INC.	73.43	
LAWSON E MECOM	50.00	PARKS AND RECREATION COMMISSION
LIBERTY FIRE SOLUTIONS, INC	495.00	
MARK CURTIS	30.00	PLANNING COMMISSION
MARKETING ON MAIN STREET LLC	483.00	

TOWN OF CHRISTIANBURG		PAY DATE 6-30-2022
BILLS TO BE PAID FOR THE MONTHS OF		MAY & JUNE
MCDONOUGH BOLYARD PECK, INC	49,229.67	ENGINEERING SERVICES PARK CONSTRUCTION \$28992 AND TOWER ROAD \$20237
MICHAEL L. SAYLORS	50.00	PARKS AND RECREATION COMMISSION
MIDWEST MOTOR SUPPLY, INC	344.37	
MUELLER SYSTEMS	520.00	
MUNICIPAL EMERGENCY SERVICES, INC	1,640.00	
NATIONAL POOLS OF ROANOKE, INC.	4,791.49	SUPPLIES AQUATIC CENTER
NETWRIX CORPORATION	1,559.40	
NEW RIVER ENGRAVING	96.80	
NEW RIVER OFFICE SUPPLY	55.33	
NORTHERN SAFETY CO., INC.	147.96	
NORTHWEST HARDWARE CO INC	278.35	
NRV LAWNS & LANDSCAPING, LLC	22,487.10	MOWING SERVICES
PACE ANALYTICAL SERVICES, INC.	1,527.00	
POWER ZONE	19,086.18	SUPPLIES AND PARTS STREET MAINTENANCE \$15,724 REPLACE MOWER AT REC CENTER FOR PARKS
PRECISION GLASS & UPH. INC.	344.20	
PRO CHEM INC	2,800.65	SUPPLIES WWTP
PROFESSIONAL COMMUNICATIONS	6,382.46	NEW RADIOS RESCUE
QUALITY TIRE & BRAKE SERVICE	2,598.09	VEHICLE MAINTENANCE AND REPAIR
RAY ALLEN MANUFACTURING, LLC	29.99	
REBA M SMART	50.00	PARKS AND RECREATION COMMISSION
RECREONICS, INC	2,980.42	SUPPLIES AQUATIC CENTER
RICHARD HILDING JOHNSON	30.00	PLANNING COMMISSION
RIDDELL/ALL AMERICAN SPORTS CORP.	4,802.45	FOOTBALL HELMETS RECREATION CENTER
ROANOKE AVA AM LLC	668.91	
ROBIN L. BOYD	25.00	PARKS AND RECREATION COMMISSION
SAFE AIR SYSTEMS	1,250.16	
SALSBURY INDUSTRIES	3,073.46	REPLACEMENT LOCKS AQUATIC CENTER
SANDS ANDERSON	6,172.50	LEGAL SERVICES
SANICO - SOLUTIONS SYSTEMS, INC	6,825.84	JANITORIAL SUPPLIES
SARA S DULANEY	5,859.00	DULANEY'S GREENHOUSE PLANTS FOR STREETSCAPES AND GARDENS
SHIRLEY C HALLOCK	50.00	AQUATICS ADVISORY BOARD
SOUTHERN AIR, INC	14,803.20	PREVENTATIVE MAINTENANCE AGREEMENTS
SOUTHERN REFRIGERATION CORP.	1,786.98	
STATE ELECTRIC SUPPLY CO., INC.	580.90	
STERNS, CONRAD AND SCHMIDT CONSULTING ENGINEERS, INC	8,230.17	ENGINEERING SERVICES WADES LANDFILL
STEVEN CARLYLE SIMMONS	25.00	AQUATICS ADVISORY BOARD
SUBURBAN REMODELING CORP	45,992.77	BATHROOM REMODEL RECREATION CENTER
SUNAPSYS, INC	45,680.00	SCADA SYSTEM UPGRADES AND ADDITIONAL PORTS
TAYLOR OFFICE & ART SUPPLY, INC	4,377.89	OFFICE SUPPLIES TOWN WIDE
TENCARVA MACHINERY CO.	1,392.10	
THOMAS FRANK BERNARD	30.00	PLANNING COMMISSION
TIRE DISCOUNTERS INC	972.00	
TRANE	13,023.00	REPLACE BUILDING CONTROL SYSTEM FIRE STATION
TYLER TECHNOLOGIES, INC	11,340.00	SOFTWARE IMPLEMENTATION
UNIFIRST CORPORATION	3,366.00	UNIFORMS PW
UNITED INDUSTRIAL SERVICES INC	995.00	
USA BLUE BOOK	5,084.48	SUPPLIES WWTP
VALICOR ENVIROMENTAL SERVICES LLC	3,618.27	VAC TRUCK SERVICES PW
VEST'S SALES & SERVICE, INC.	431.22	
VIRGINIA UTILITY PROTECTION SERVICE, INC	554.40	
WETLAND STUDIES AND SOLUTIONS, INC	744.05	
WILSON BROTHERS INCORPORATED	832.08	
WITMER PUBLIC SAFETY GROUP, INC	1,025.09	
WRANGLER HOLDCO CORP	28,467.52	RECYCLING CONTRACT
ZOLL MEDICAL CORP.	3,788.20	SUPPLIES RESCUE
TOTAL PAID	2,871,343.82	PAY DATE 6-30-2022

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

MAY & JUNE

VENDOR	AMOUNT PAID	DESCRIPTION
ADVANCE AUTO PARTS	224.75	
ATLANTIC EMERGENCY SOLUTIONS INC	10,844.79	REPAIRS AND MAINTENANCE 2005 PIERCE 2017 SKEETER 2000 FORD
C.W. WILLIAMS & COMPANY LLC	1,923.42	
EXXON MOBILE	457.66	
FAIL-SAFETESTING	2,641.63	FIRE HOSE TESTING
GATES FLOWERS	129.00	
MOTOR MILE CAR WASH	100.00	
QUALITY TIRE & BRAKE SERVICE	202.00	
TOWN GUN SHOP	11,172.00	POLICE SUPPLIES
TOWN OF CHRISTIANBURG	1,964.83	CTY FUEL USE
TRAVEL	7,193.80	TRAVEL FIRE DEPT ANNUAL CONFERENCE
VIRGINIA BUSINESS SYSTEMS	1.46	
WESTERN BRANCH DIESEL INC	3,186.85	
TOTAL PAID BILLS	40,042.19	

TOWN OF CHRISTIANBURG		
BILLS PAID DURING THE MONTH	MAY & JUNE	
VENDOR	AMOUNT PAID	DESCRIPTION
ADVANCE AUTO PARTS	568.11	VEHICLE SUPPLIES
AL'S TOWING AND RECOVERY	350.00	
ALL PEST CONTROL	90.00	
ALL SEASONS PEST CONTROL	95.00	
AMAZON CAPITAL SERVICES INC	1,433.27	
ANTHEM BLUE CROSS BLUE SHEILD	306,249.77	EMPLOYEE HEALTH INSURANCE
APPALACHIAN POWER	94,543.56	ELECTRICITY TOWN WIDE
ARC3 GASES	1,047.18	
AT & T MOBILITY	175.54	
ATLANTIC EMERGENCY SOLUTIONS	7,918.38	FIRE DEPT REPOARS ENGINES 2 &4
ATMOS ENERGY	6,379.52	NATURAL GAS AQUATICS CENTER
AUTOZONE	28.47	
AURALENE TONI GLYMPH-MARTIN	130.00	
BALLPARK SIGNS	1,210.00	SIGNAGE - AQUATICS CENTER
BERRY HILL IRRIGATION INC	125.57	
BLOUSE HOUSE CREATIVE	5.50	
BLUE RIDGE ANALYTICAL LLC	800.00	WWTP SAMPLES
BLUE RIDGE NURSERY	458.84	
BMS DIRECT	7,378.24	POSTAGE WATER BILLS
BOUND TREEE MEDICAL LLC	4,891.08	RESCUE SUPPLIES
BRUCE CALDWELL	108.00	REIMBURSE FOR SNAP CHIPS FARMERS MARKET
CAMBRIA AUTO REPAIR- JOSEPH O REED	1,699.50	AUTO REPAIRS
CARDMEMBER SERVICES	23,215.64	EQUIP 16649.05 DUES 1164.40 SCHOOLS 178 TRAVEL 4276.42 UNIFORMS 37.20 RECRUITING 152.59 SOFTWARE 757.98
CARILION MEDICAL GROUP	901.00	
CAROLINA INDUSTRIAL	4,852.15	BOOM WITH WANDERHOSE PARTS AND SUPPLIES PW
CASCADE CAPITAL PARTNERS LLC	16,236.00	EASEMENTS HICKOK STREEET
CASCADE CAPITAL PARTNERS III	9,150.00	EASEMENTS HICKOK STREEET
CECILIA ELLINGTON	800.00	PARKS & REC PERFORMANCE
CHANDLER CONCRETE COMPANY	699.40	
CHA CONSULTING	7,100.00	CONSULTING WWTP
CHRISTIANSBURG BASEBALL CLUB	875.00	RECREATION BASEBALL CAMP
CFS BLUE RIDGE DISPOSAL	366.42	
CITIZENS	4,556.73	INTERNET SERVICE
CLARK GAS & OIL	3,295.46	FUEL TOWN VEHICLES 4-16 TO 5-15
CLEAR CREEK WATER PROS LLC	823.00	
COLORADO TIME SYSTEMS	506.00	
COMCAST HOLDING CORP	1,383.60	
CONTINENTAL BATTERIES	1,272.57	PW-ACTUATOR
CROW'S NEST GREENHOUSES	118.11	
CURTISS BAY MEDICAL WASTE VIRGINIA LLC	114.98	
C.W. WILLIAMS COMPANY LLC	129.32	
DELTA DENTAL	9,052.32	EMPLOYEE DENTAL
DOMINION DOOR	265.00	
DONALD MCBROOM	309.00	REIMBURSE FOR SNAP CHIPS FARMERS MARKET
DS SERVICES CRYSTAL SPRINGS	545.14	
DUNCAN FORD MAZDA	115.69	
DUES AND MEMBERSHIPS	400.00	IT 100 PD 300
ELECTRONIC SYSTEMS INC	25.00	
ELECTRIC SYSTEMS INC	50.00	
EXPRESS SERVICES INC	22,506.16	SEASONAL LABOR PW
FAIL SAFE TESTING	2,641.62	HOSE AND LADDER TESTING FIRE DEPT
FAPS HOLDING INC	51.20	
FEDERAL EXPRESS	116.04	
FITNESS CONCEPTS INC	842.00	
FIRE & RESCUE TACTICAL INC	510.20	
FLEET PRIDE INC	98.40	
GALLS AN ARAMARK COMPANY	297.14	
GATES FLOWERS	70.00	

TOWN OF CHRISTIANBURG		
BILLS PAID DURING THE MONTH	MAY & JUNE	
VENDOR	AMOUNT PAID	DESCRIPTION
GRANITE TELECOMMUNICATIONS LLC	3,357.43	PHONE SERVICE TOWN WIDE
GRAYSON ATKIN SEMONES	300.00	BAND FOR ROCKIN MAIN STREET
HAJOCA CORPORATION	255.87	
HI-D-HO DOG TRAINING INC	810.00	
HOME DEPOT	2,961.10	SUPPLIES FOR TOWN BUILDING MAINTENANCE
HONEST ROYAL CLEANING	4,164.00	JANITORIAL SERVICES RECREATION AND AQUATICS
HUSEBY LLC	1,225.00	ROANOKE STREET SW ADMIN RECONSIDERATION HEARING
INDUSTRY ELECTRIC SYSTEMS LLC	443.85	BATTERY STARTER CABLES
INTEGRITY DATA	556.30	MONTHLY BILLING ACA
INTERSTATE BATTERY SYSTEM OF ROANOKE	279.90	
JOHNSON CONTROLS INC	2,211.39	ANNUAL FIRE ALARM TESTING
JORDAN OIL	15,886.09	DIESEL FUEL FIRE DEPT
JULLIARD CORPORATION	2,046.39	EMPLOYEE TESTING
KLA ENTERPRISES	263.13	
K&N TOOLS, LLC	1,351.97	TOOLS RADIO SHOP
KORMAN SIGNS	504.00	SIGN SHOP MATERIALS
LANDSCAPE SUPPLY	1,459.20	ESCALADE/TURFACE P&4
LEWISGALE MDICAL CENTER	590.00	EMPLOYEE TESTING
LOWE'S	3,712.15	REPAIRS AND SUPPLIES TOWN WIDE
MANSFIELD OIL	39,702.80	FUEL TOWN VEHICLES 4-16 TO 5-15
MARKETING ON MAIN STREET LLC	2,490.64	T SHIRTS AQUATIC CENTER
MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS LL	752.49	
MIDWAY PRODUCTION SERVICES	5,700.00	ROCKIN MAIN ST CONCERT
MIKE TATUM	20.00	
MONTGOMERY COUNTY	75.00	
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	38,935.30	TIPPING FEES
MONTGOMERY SANITATION SERVICES	1,200.00	
MOTOR MILE CARWASH	100.00	
NETWORK FLEET	218.28	
NEW RIVER ENGRAVING	329.43	
NEW RIVER OFFICE SUPPLY	84.95	
NORTHERN SAFETY CO INC	160.86	
NOWCARE PHYSICIANS PC	40.00	
OFFICE OF THE UNIVERSITY BURSAR VT	297.68	FEDERAL WORK STUDY PROGRAM WWTP
OLD TOWN PRINTING & COPYING	196.19	
PADDOCK POOL EQUIPMENT CO INC	1,825.00	AQUATICS STARTING PINS
PICTOMETRY INTERNATIONAL	6,525.00	GIS SOFTWARE
PIONEER MANUFACTURING COMPANY	1,429.60	PAINT FOR FIELDS
POWER LINE RENT-E-EQUIP, INC	1,174.38	REPAIR STREET SWEEPER
PROTECTOR CAPITAL	4,814.00	SUPPLIES PD
PSYCHOLOGICAL HEALTH ROANOKE	690.00	
QUADIENT	594.75	
RAKESTRAW LAWN CARE INC	305.00	
R E MICHEL COMPANY	29.19	
REFUND EMS	155.99	
REFUND FEES REC DEPT	850.00	
REFUND TAXES	4,343.01	REFUND TAXES FOR CORRECTIONS AND OVERPAYMENTS
REFUND WATER/SEWER	3,460.73	REFUND DEPOSITS AND OVERPAYMENTS
REIMBURSEMENTS EMPLOYEES	1,146.96	WORK BOOT ALLOWANCES
RICHARDS AUTO ALIGNMENT INC	80.00	
ROANOKE HOSE & FITTINGS INC	9.72	
ROBERTS OXYGEN COMPANY INC	841.03	
ROLLER VENTURES/RODGER ROLLER JR	150.00	
SAMPSON BLADEN	389.95	
SAMS CLUB	280.88	
SARA DULANEY	1,245.00	PLANTS REC CENTER
SCHINDLER ELEVATOR COMPANY	725.00	
SCHOOLS	434.00	FINANCE 424 ENGINEERING 10
SEGRA/LUMOS	30.35	

TOWN OF CHRISTIANBURG		
BILLS PAID DURING THE MONTH	MAY & JUNE	
VENDOR	AMOUNT PAID	DESCRIPTION
SHANE PRESCOTT	950.00	REPAIRS BUFFALO MONOPOLE SITE
SHERWIN WILLIAMS COMPANY	9.16	
SHENTEL	657.10	
SHI INTERNATIONAL	107,439.81	SOFTWARE SERVICE AGREEMENTS
SPORTSENGINE INC	885.00	
SOUTHERN STATES	1,445.83	MAINTENANCE SUPPLIES
SOUTHWEST MUFFLER	50.00	
STAND ENERGY CORP	8,824.39	PROPANE AQUATICS CENTER
SUBLIME ENTERTAINMENT	135.00	SUMMER BEACH BASH AD - AQ
SUSAN FRANK	23.00	
TBC ASSOCIATES IILLC DBA TIDY SERVICES	720.00	
TELVENT USA HOLDINGS	306.00	
TESSCO	283.49	
TRACTOR SUPPLY	90.02	
TIRE DISCOUNTERS INC	2,553.66	TIRES RESCUE UNIT 93
		PW 215.50 COUNCIL 385.32 RESCUE 267 PD 2171.27 FIRE 3310.24
TRAVEL	7,722.42	FINANCE 243.36 ENG 58.85 PAN 816.99 BLD 253.89
TREASURER OF VIRGINIA	750.44	DRINKING WATER TESTS
TRUCK ENTERPRISES ROANOKE INC	53.43	
TRAFFIC SAFETY SUPPLIES LLC	124.00	
US CELLULAR	128.69	
VA ASSOC OF COUNTIES GROUP INSURANCE	2,953.16	SHORT TERM DISABILITY INSURANCE
VERIZON	1,084.76	PHONE SERVICES
VERIZON WIRELESS	6,704.68	CELL AND DATA FOR TABLETS TOWN WIDE
VIRGINIA BUSINESS SYSTEMS	471.08	
VIRGINIA EVERYWHERE	275.00	
VIRGINIA MEDIA	435.00	
VIRGINIA TECHNIQUES GYMNASTICS	2,573.00	2021-2022 GYMNASTICS CLASSES FOR RECREATION PROGRAM
VOLSAP PLAN ADMINISTRATOR	2,125.00	FIRE DEPT VOLUNTEER RETIREMENT
WEST MAIN STREET INVESTMENTS INC	100.00	
WEST PUBLISHING COMPANY	138.92	
WORDSPRINT	79.00	
XEROX CORPORATION	1,932.82	COPIER LEASES AND MAINTENANCE
ZORO TOOLS	171.84	
TOTAL SPECIAL REVENUE BILLS PAID	40,042.19	
TOTAL PAID BILLS	866,382.45	
BILLS TO BE PAID	2,871,343.82	PAY DATE 6-30-2022
GRAND TOTAL	3,777,768.46	



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

June 28, 2022

ITEM TITLE:

Contract with AECOM Technical Services, Inc., for Annual Bridge Inspections and Engineering Services in the amount of \$100,000 or more, renewable for up to a 5-year term.

DESCRIPTION:

Professional Services Contract to provide annual bridge inspection and engineering services. The contract period shall be for one year, with the possibility of four (4) one-year renewals. The total amount to be paid by the Town to the Engineer for completed services shall be paid in accordance with the Fee Schedule included as part of Exhibit A within the draft contract. Work completed in a contract year shall not exceed \$500,000. Work completed on any single task shall not exceed \$150,000, or the approved budget amount for the task, whichever is less.

POTENTIAL ACTION:

Contract approval and authorize the Town Manager to enter into this contract on behalf of the Town with AECOM Technical Services, subject to Attorney review and approval.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

The Town is required to provide periodic inspections of bridges and large culverts within its jurisdiction. This term contract will include these periodic inspections assigned as needed as well as on-call services for other bridge related professional engineering services.

Information Provided:

Draft Contract

<https://christiansburg.box.com/s/xleguti9azfatv0do9n7s578tdvstamf>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

June 28, 2022

ITEM TITLE:

Contract with SCS Engineers, Inc., for Professional Engineering Service, Post Closure Landfill Engineering and Monitoring in the amount of \$100,000 or more, renewable for up to a 5-year term.

DESCRIPTION:

Professional Services Contract to provide post closure landfill engineering and monitoring. The contract period shall be for one year, with the possibility of four (4) one-year renewals. The total amount to be paid by the Town to the Engineer for completed services shall be paid in accordance with the Fee Schedule included as part of Exhibit A within the draft contract. Work completed in a contract year shall not exceed \$500,000. Work completed on any single task shall not exceed \$150,000, or the approved budget amount for the task, whichever is less.

POTENTIAL ACTION:

Contract approval and authorize the Town Manager to enter into this contract on behalf of the Town with SCS Engineers, Inc., subject to Attorney review and approval.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

The Town is required to monitor and maintain the closed landfill on Wades Lane. This contract for services includes routine groundwater monitoring, routine landfill gas monitoring, and evaluation and design of site and landfill gas collection system improvements. The Town issued an RFP for professional services on February 13, 2022. Two firms responded and SCS Engineers, Inc. was selected as the best qualified firm.

Information Provided:

Draft Contract

<https://christiansburg.box.com/s/ua2eyna3v0lixaoq0jb7va1eikgp35x>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

June 28, 2022

ITEM TITLE: Contract renewal #1 with Wetland Studies and Solutions, Inc. d/b/a WSSI for Stormwater Engineering On-Call Services in the amount of \$100,000 or more.

DESCRIPTION: Professional Services Contract renewal to provide stormwater engineering services including, but not limited to, stormwater drainage system design, hydraulic modeling, flood study analysis, and stream restoration design. The contract period shall be for an additional one year, with the possibility of three (3) more one-year renewals thereafter. The total amount to be paid by the Town to the Engineer for completed services shall be paid in accordance with the Fee Schedule as attached. Work completed in a contract year shall not exceed \$500,000. Work completed on any single task shall not exceed \$150,000, or the approved budget amount for the task, whichever is less.

POTENTIAL ACTION: Contract Amendment approval and authorize the Town Manager to enter into this renewal on behalf of the Town with WSSI, subject to Attorney review and approval.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

On January 10, 2021, the Town of Christiansburg advertised for proposals from interested engineering firms to provide Stormwater Engineering On-Call Services. WSSI was selected and has provided services over the past, first year term. The Town wishes to exercise one of the four renewals to this contract. There are no proposed changes billing rates from last year's fee schedule.

Information Provided:

Original Contract

<https://christiansburg.box.com/s/72tm6svce6b4d7z4icyz296oldy2r3z4>

Amendment 1 (renewal #1)

<https://christiansburg.box.com/s/f02oye9sezd7w53ljdeisoq5qp2w7pza>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

June 28, 2022

ITEM TITLE:

Smart Scale Project Resolutions of Support.

DESCRIPTION:

As part of the application process, VDOT requires resolutions of support from the entities that are applying for funding. Given that these are Smart Scale Applications, the Town does not anticipate that matching funds will be required. Council Resolution of Support for Fiscal Year 2024 Smart Scale Town Applications for the following projects:

- Peppers Ferry Road – Cambria Street Connector Route
- Cambria Street – North Franklin Street Connector Route
- N. Franklin Street - Elm to Depot, Lighting Improvements
- Parkway Drive Extension, Phase I
- Parkway Drive Extension, Phase II

Council Resolution of Support for Fiscal Year 2024 Smart Scale NRV MPO Applications for the following projects:

- Reversible Lanes on Route 11 plus widening
- I 81 Exit 114 Interchange Improvements
- Route 460 Business & Route 114 Safety Improvement Project

POTENTIAL ACTION:

Council vote in support of the Smart Scale funding applications for these projects.

DEPARTMENT:

Engineering

PRESENTER:

Mike Kelley

Information Provided:

Resolutions of Support

- Peppers Ferry Road – Cambria Street Connector Route
 - <https://christiansburg.box.com/s/ctbh5hwd6f8t1yt3o0h6bh59tik88o8l>

- Cambria Street – North Franklin Street Connector Route
 - <https://christiansburg.box.com/s/uea3jxvpthve7ptzl640hsb4c431wi3r>
- N. Franklin Street - Elm to Depot, Lighting Improvements
 - <https://christiansburg.box.com/s/ata3tehsq1w3bru39xpkjzefri5zln47>
- Parkway Drive Extension, Phase I
 - <https://christiansburg.box.com/s/00i5p2dx1tgju80aw7s30dj16tjkiped1>
- Parkway Drive Extension, Phase II
 - <https://christiansburg.box.com/s/u83wxm127gy5fuu2t9vhdj1xw7inwijg>
- Reversible Lanes on Route 11 plus widening
 - <https://christiansburg.box.com/s/4wk1gg6lsjvql3spjxvzo2kxuu059wy7>
- I 81 Exit 114 Interchange Improvements
 - <https://christiansburg.box.com/s/np0qfjfcvvhx7lvj2xhqlfi4a0ipjue>
- Route 460 Business & Route 114 Safety Improvement Project
 - <https://christiansburg.box.com/s/tisow0xcbsmb3t31ym72jh061j17sm1b>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

June 28, 2022

ITEM TITLE:

Sustainability Committee

DESCRIPTION:

Administration has been tasked with the development of a Sustainability Plan for the Town as well as exploring options for solar, electric vehicles, and electric vehicle charging stations. At the recent Town Council retreat, Council stated a desire to form a Sustainability Committee with Councilman Wilson mentioned as a potential Council representative. I would propose to form the Sustainability Committee with representation as follows:

- Tim Wilson, Town Council representative
- Randy Wingfield, Town Manager (Administration)
- Mike Kelley, Engineering Director (Engineering)
- Benjamin Tripp, Planning Director (Planning)
- Jim Lancianese, Public Works Director (Public Works)
- Travis Moles, Assistant Director of Public Works - Streets (Public Works)
- Christina Edney, Public Relations Director (Public Relations)
- Joseph Kun, Uptown Christiansburg Mall Manager (business representative)
- Michael Glass, VDOT Roadway Design Engineer (citizen representative)

Staff would be glad to provide additional names for business and citizen representatives if desired by Town Council. The Committee could begin meeting as early as July once final composition is determined (or could begin meeting and add representatives as desired) in order to expedite progress.

POTENTIAL ACTION:

Establish Town Sustainability Committee.

DEPARTMENT:

Administration

PRESENTER:

Town Manager Randy Wingfield

INFORMATION PROVIDED:

06-14-22 Town Council presentation on Sustainability Plan



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

June 28, 2022

ITEM TITLE:

Boundary Adjustment Criteria

DESCRIPTION:

Resulting from Council's June 7th work session, administration has been tasked with the development of criteria for boundary adjustments. Staff will have a presentation on the proposed criteria and application materials for Council's review at the meeting.

POTENTIAL ACTION:

Establish Town Criteria for Boundary Adjustments.

DEPARTMENT:

Administration

PRESENTER:

Town Manager Randy Wingfield