



AGENDA

WORK SESSION OF THE CHRISTIANSBURG TOWN COUNCIL – 6:00 P.M.
REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL – 7:00 P.M.
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
November 15, 2022

WORK SESSION

- I. Call to Order
- II. Discussion of proposed budget amendment
- III. Adjournment

-----Recess until 7:00 P.M.-----

REGULAR MEETING

- I. CALL TO ORDER
 - A. Moment of Reflection
 - B. Pledge of Allegiance
- II. ADJUSTMENT OF THE AGENDA
- III. PUBLIC HEARINGS

- A. Conditional Use Permit request by Cole/Burch Properties LLC, property owner, and Donnie Tignor, lessee, to allow a contractor's equipment storage yard on the property located on the northeast corner of the intersection of Simmons Road, S.E. and Alma Street, S.E. (unopened), and southeast of 2095 and 2091 Roanoke Street; Tax Parcels 529-1-17, being a portion of Parcel ID 007704; and Tax Parcels 529-1-18 and 529-1-19, being all of Parcel ID 014069; zoned B-3 General Business District. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

IV. CONSENT AGENDA

- A. Approval of Minutes of October 25, 2022
- B. Monthly Bill List
- C. Resolution Recognizing November 26, 2022 as Small Business Saturday
- D. Contract for auto body repair with Moore's Body and Mechanical Shop, Inc. in excess of \$100,000 but not to exceed \$500,000
- E. Contract with CHA Consulting, Inc., for Professional Engineering Services on the Design of Renovations to the Electrical Building at the Wastewater Treatment Facility (WWTF) Project in the amount of \$171,800.00.
- F. Contract with Hurt and Proffitt, Inc., for Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 but not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act. Contract shall be eligible for three additional one-year term renewals.
- G. Contract with Whitman, Requardt, & Associates, LLP., for Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 but not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act. Contract shall be eligible for three additional one-year term renewals.
- H. Contract with Hazen and Sawyer, for Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 but not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act. Contract shall be eligible for three additional one-year term renewals.
- I. Contract with McGill Associates, P.A., for Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 but not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act. Contract shall be eligible for three additional one-year term renewals.
- J. Contract with CHA Consulting, Inc., for Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 but not to exceed \$500,000 per task order and not to

exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act. Contract shall be eligible for three additional one-year term renewals.

- K. Amend public hearing for January 10, 2022 for rezoning request by Town of Christiansburg, property owner, to rezone the property located at the intersection of Peppers Ferry Road, N.W. and Booker T. Washington Parkway, N.W. (under construction); Tax Parcel 435 – ((A)) – 3A, Parcel ID 270079, commonly known as “Christiansburg Huckleberry Park”, from A Agricultural District to R-1 Single-Family Residential District (approximately 50.54 acres) and B-3 General Business District (approximately 12.25 acres). The property is designated as Business/Commercial and Parks/Open Space on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

V. INTRODUCTIONS AND PRESENTATIONS

- A. New River Valley Regional Commission Executive Director Kevin Byrd to present on their programs and operations
- B. Building Official Jerry Heinline and Neighborhood Services Coordinator Daria Eirich to present on Building Inspections and Neighborhood Services operations

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

- A. Street Committee Report/Recommendation (Bishop, Hockett)
 - 1. Plat Showing the Vacation of Existing Patricks Way, N.W. Right-of-Way, the Relocation of Patricks Way, N.W. and Extension of Oak Tree Boulevard, N.W.
 - 2. Plat Dedicating .005 Right-of-Way of Tax Parcel 529-((34)) 2B to the Town of Christiansburg at the northwest corner of Corporate Drive S.E. and Technology Drive, S.E.
- B. Central Business Committee Report/Recommendation (Hicks, Jenkins)
 - 1. Recommendation of the Awards for the Third Round of the Façade Grant Program

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Vacation of 0.2 acres of right-of-way associated with the former Patricks Way, N.W. location. The public hearing was October 25, 2022.

- B. 2021 U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER). The public hearing was October 25, 2022.
- C. Street closure for Christmas Parade to be held on December 9, 2022 with the temporary street closures from 3:00 – 4:00 p.m. (for barricades) of W. Main Street from Franklin Street to Phlegar Street, and street closure for Christmas at the Market 3:00 – 9:00 p.m. of Hickok Street from W. Main to Commerce Street, and street closure from 5:00 – 10:00 p.m. for Main Street from Radford Street to Park Street, Roanoke Street from First Street to E. Main Street, Phlegar Street from First Street to W. Main Street, College Street from Radford Street to Sheltnan Street, Hickok Street from Commerce Street to First Street , Franklin Street from Commerce Street to First Street, Pepper Street from First Street to Hill Street, and Radford Street from Depot Street to W. Main Street.
- D. Town Procurement Policy
- E. Discussion of Christiansburg Farmers Market location and Appalachian Regional Commission Construction Grant

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

~~November 22, 2022, 7:00 P.M.~~ – Regular Meeting *CANCELLED*

December 13, 2022, 7:00 P.M. – Regular Meeting

~~December 27, 2022, 7:00 P.M.~~ – Regular Meeting *CANCELLED*

January 10, 2023, 7:00 P.M. – Regular Meeting



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

AGENDA LOCATION:

Public Hearing

Meeting Date:

November 15, 2022

ITEM TITLE:

Conditional Use Permit request by **Cole/Burch Properties LLC, Property Owner, and Donnie Tignor, Lessee**, to allow a Contractor's Equipment Storage Yard on the property located on the northeast corner of the intersection of Simmons Road SE and Alma Street SE (unopened), and southeast of 2095 and 2091 Roanoke Street; Tax Parcels 529-1-17, being a portion of Parcel ID 007704; and Tax Parcels 529-1-18 and 529-1-19, being all of Parcel ID 014069; zoned General Business District B-3. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

DESCRIPTION:

The applicant is requesting a Conditional Use Permit (CUP) to allow the operation of a Contractor's Equipment Storage Yard to work towards bringing the properties into compliance with the Zoning Ordinance. The subject properties currently house Mr. Tignor's business (Donnie's Paving) and its related equipment. The properties were recently found with multiple Zoning Violations as mentioned with more detail within the provided Planning Department Staff Report.

On October 17, 2022, Planning Commission voted 5 to 0 to recommended to denial to Town Council of the request.

POTENTIAL ACTION:

Hold Public Hearing

DEPARTMENT(S):

Planning Department

PRESENTER:

Benjamin W. Tripp, Planning Director

Information Provided:

Planning Commission Minutes

<https://christiansburg.box.com/s/j6f8fno5nah5nbcfh0vnx1dnkllrsf00>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/u40dt7e2wece5sp18lsefntvrhtpd85>

Staff Report with maps

<https://christiansburg.box.com/s/x7ekydx75w9q8ax83cd276srq1ae99b1>

Town Council Resolution (draft)

<https://christiansburg.box.com/s/bkmjz8zlpea4y4j11uy09itun7xs7242>

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
OCTOBER 25, 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 OCTOBER 25, 2022, AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Vice-Mayor Henry Showalter (presiding in Mayor Barber's absence); Samuel M. Bishop; Johana Hicks; Tanya Hockett; Casey Jenkins; Tim Wilson. COUNCIL MEMBERS ABSENT: Mayor D. Michael Barber

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Town Attorney Reid Broughton; Clerk of Council/Executive Assistant Tracy Heinline; Assistant Town Manager Andrew Warren; Police Chief Mark Sisson; Finance Director Valerie Tweedie; Director of Public Works Jim Lancianese; Superintendent of Public Works, Streets Travis Moles

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilman Wilson.

II. ADJUSTMENT OF THE AGENDA

No adjustment to the agenda

III. PUBLIC HEARINGS

- A. Public Hearing for vacation of 0.2 acres of right-of-way associated with the former Patricks Way, N.W. location

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

- B. Public hearing for 2021 U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER)

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

IV. CONSENT AGENDA

- A. Approval of Minutes of October 11, 2022
- B. Monthly Bill List
- C. Acknowledgement of Proclamation Recognizing November 1, 2022 as Extra Mile Day
- D. Schedule a public hearing on December 13, 2022 for a Conditional Use Permit request by Burch Properties LLC, property owner, and Montgomery County Moose Lodge #1470, lessee, to allow a lodge on the property located at 1637 N. Franklin Street (a portion of Northgate Village Shopping Center, Tax Parcel 466 – ((A)) – 20C, Parcel ID 013214) zoned B-3 General Business District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Councilwoman Hicks made a motion to approve the consent agenda as presented, seconded by Councilwoman Hockett. Town Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Executive Director of New River Community College Educational Foundation Angie Covey to present on Access to Community College Education (ACCE)

Angie Covey introduced several individuals to Council and asked they speak in order for everyone to hear directly from students in the ACCE program. Ms. Covey voiced appreciation to the Town of Christiansburg for past funding for ACCE and noted that since the program began in 2018 there had been approximately 788 students participating in the program from Montgomery County. She touched on the community service component of the ACCE program and explained that each student is required to perform 80 hours of community service in their locality which meant that over 91,000 hours of community service was given back to Montgomery County since the program began.

Michael Geary, Montgomery County's Director of Fire and EMS and volunteer coordinator for the ACCE program, addressed Council and explained his role in coordinating the ACCE community service in Montgomery County. He noted that in 2022 there had been 13 organizations that had received support from ACCE volunteers.

Jesse Hundall, Christiansburg High School graduate, explained that he had attended NRCC through the ACCE program and would be transferring to Virginia Tech next semester. He expressed that the Town's support of the ACCE program was much appreciated and noted that it was a great relief to not worry over student loans at such a young age and he could focus on school and what was important.

Kaden Berg, currently a NRCC student through the ACCE program, explained he would benefit from coming out of NRCC debt free so he could focus on transferring to Radford University and put that money towards furthering his education.

Councilman Wilson noted that ACCE was a great program and, in the beginning, did not realize the community service component side of it which made him appreciate it more. Mr. Wilson questioned on average how many Christiansburg students took part in the program. Ms. Covey answered that around 60 students each year took advantage of the offer. She noted that students are walked through the financial aid component of the FAFSA application and that if there are federal dollars that can be used, they are used first. Ms. Covey expressed that if a student was not successful in a class that the ACCE program pays for they reimburse the program back those dollars. Councilman Bishop expressed support for the program and noted it was great to hear from students that benefit from it. Councilwoman Hicks agreed and thanked them for reaching out to Council. Councilman Jenkins expressed this program was a great way to give back to the community and thanked them for the information. Councilman Showalter expressed his appreciation for the program as well and noted that there was one student that he was aware of that volunteered with the Christiansburg Police Department (CPD) and their plans were to come back and work for CPD once they graduate.

VI. CITIZEN COMMENTS

Chris Waltz, 1370 Rigby Street, talked about the plans on Hickok Street and previous meetings that discussed moving the drainage fix to Hickok Street and noted that the Town had agreed with the move. He noted that as of last week the project was still on hold and questioned the reasoning of paying for easements. Councilman Showalter asked Town Manager Wingfield to reach out to Council regarding Mr. Waltz's concerns and respond to Mr. Waltz if there was anything that can be clarified.

VII. COMMITTEE REPORTS

Councilwoman Hicks reported that several topics were discussed at the last Water and Waste Committee meeting. One topic she noted was the penalty for nonpayment of utilities in regard to water, sewer, solid waste, and storm water fees. Mrs. Hicks noted this item was on the agenda for discussion by Town Council. She explained that a request for Request for Proposals (RFPs) for trash services for the Town had been discussed as well. She then asked Finance Director Valerie Tweedie if the Town could have a trash truck reserve fund. Mrs. Tweedie explained that the Town typically covered trucks in the capital budget each year. Councilman Wilson clarified the RFPs were to have waste and recyclable pick-up services through a private company to see if it would be more cost effective.

Councilwoman Hicks reported that the Central Business Committee had met, and the façade grant program was a main focus and wanted to thank the Selection Committee participants that helped with the application process. Mrs. Hicks proceeded to read a Conflict of Interest (COIA) statement pertaining to her own local business that could potentially benefit from the façade grant program. *The COIA statement has been added to the final minutes of the Council meeting.* Mrs. Hicks noted that she would not be applying for a façade grant for her business at this time.

Councilman Jenkins referenced a PowerPoint displaying the committees façade grant finalists for Council approval and noted that there were three downtown properties and two properties in the Cambria area. The properties presented were 560 Depot Street, N.E., 41 W. Main Street, 630 Depot Street, N.E. 8 Roanoke Street, and 127 N. Franklin Street. Mr. Jenkins noted that \$4,500 would be allocated for 560 Depot Street, N.E. for full color rendering. He added that 41 W. Main Street would be granted \$4,500 for awning removal to be historically accurate. Mr. Jenkins explained that 630 Depot Street, N.E. would receive \$5,000 for preservation efforts for doors and windows. He included a funding of \$4,500 for 8 Roanoke Street for front windows. Mr. Jenkins concluded that 127 N. Franklin St. would be allotted \$4, 500 for façade improvements. He expressed that he would like to move forward with the five mentioned properties at Council's approval. Councilman Showalter suggested waiting to vote until the November 15th Council meeting. Councilwoman Hicks also suggested adding to that discussion how they would like to proceed as far as extending façade grants to the rest of the town next year as well as continued work on the application process. Councilman Jenkins added that applicants would have 12 months to complete the work on a reimbursable basis. Councilman Showalter communicated that he would like Mrs. Hicks and Mr. Jenkins to meet and revise the façade grant application and suggested a work session in the future. Councilman Showalter inquired if Council wanted to amend the agenda to include this item under Discussion and Action or add to the next agenda. Council agreed it could be added to the next agenda for a vote on the approval of the 5 applications listed above.

Councilwoman Hockett reported that now the Emergency Services Committee meetings would be held quarterly. She added that secondary locations for Emergency Services expansion had been discussed and would ultimately come to Council for approval. Mrs. Hockett noted that there had been discussion concerning resources for elected officials and how they could support local government during disasters.

Councilman Bishop reported that the Aquatic Center has tried opening the last couple months on Sunday and due to visitors, the Aquatic Advisory Board has made a recommendation to continue with Sunday hours.

Councilman Wilson reported that the Sustainability Committee would next meet on Friday, October 29th and noted that the shopping bag recycling project was still in effect and the community could drop off used shopping bags at the Farmers Market, Food Lion, and downtown event sites. He noted that four benches had been provided due to this program and it had been a great success.

Councilman Showalter thanked Council for their participation and attendance in all the Council appointed committees.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Request for street closures for the Christiansburg Veterans Day Parade for November 11, 2022 from 8:30 a.m. to 1:00 p.m. The streets included in the closure are Main Street from Park Street to Dunkley Street; Roanoke Street from E. Main Street to First Street; Pepper Street from First Street to Hill Street; Franklin Street from First Street to Commerce Street; and Hickok Street from First Street to Commerce Street.

Councilman Wilson made a motion to approve the request for street closures for the Christiansburg Veterans Day Parade for November 11, 2022 from 8:30 a.m. to 1:00 p.m., seconded by Councilman Jenkins. Town Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

- B. An ordinance amending Sec. 36-156 “Penalty for nonpayment” of Chapter 36 Utilities of the Christiansburg Town Code in regard to water, sewer, solid waste, and storm water fee nonpayment and codifying provisions for payment plans.

Councilwoman Hicks made a motion to approve the ordinance amending Sec. 36-156 “Penalty for nonpayment” of Chapter 36 Utilities of the Christiansburg Town Code, seconded by Councilman Wilson. Town Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

- C. Authorization to pursue acquisition of 0.876 acre located on W. Main Street (Tax Parcel 556 – ((A)) – 48A; Parcel ID 020000) from West Main Street Investment Co., Inc. for \$185,000.00

Councilman Bishop inquired if the Town was purchasing this parcel as part of the College Street drainage improvement plans. Town Manager Wingfield explained that it would be needed to develop an upper basin pond and explained that is in addition to the easements that are being pursued for the remainder of the basin as well as in the channel.

Councilman Wilson made a motion to approve the authorization to pursue acquisition of 0.876 acre located on W. Main Street, seconded by Councilwoman Hockett. Town Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

IX. CLOSED MEETING

- A. Councilwoman Hicks made a motion to enter into a Closed Meeting under Code of Virginia § 2.2-3711(A)(3), for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The Closed Meeting is being held for discussion of outparcels at the Christiansburg Huckleberry Park at the intersection of Peppers Ferry

Road, N.W. and future Booker T. Washington Parkway, N.W. (under construction) (an approximately 7.5-acre portion of Tax Parcel 435 – ((A)) – 3A; Parcel ID 270079). Councilman Wilson seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

B. Reconvene in Open Meeting.

C. Certification.

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

D. Council action on the matters.
No action on the matter.

X. STAFF REPORTS

A. Town Manager

Mr. Wingfield scheduled a public hearing for January 10th to rezone the outparcels at the Huckleberry Park property from Agriculture to General Business. He also scheduled a public hearing on December 13th for comments on the Huckleberry Park Naming Rights Request for Proposal (Diamond Sponsorship). Mr. Wingfield reported that the Chamber of Commerce would hold their annual dinner on December 1st at Virginia Tech and asked if Council would like to attend. He noted that Mayor Barber and Police Chief Mark Sisson had been nominated. Councilwoman Hicks noted that in the past, spouses paid for their own annual dinner tickets. Councilman Wilson suggested that the Police Chief and the Mayor's spouses be paid for by the Town since they were nominated. Councilman Showalter suggested reserving two tables if needed and noted that Council would need to respond to Mr. Wingfield concerning their attendance plans for the dinner.

Councilman Wilson made a motion to approve table(s) at the Chamber of Commerce dinner, seconded by Councilwoman Hockett. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

B. Town Attorney – no report.

C. Other Staff – no report.

XI. COUNCIL REPORT

Councilman Bishop - no report.

Councilwoman Hockett - no report.

Councilman Wilson - no report.

Councilman Jenkins - no report.

Councilwoman Hicks reported that she would still like to discuss the downtown bathrooms for the Downtown Park and have it included in the next budget cycle.

Finance Director Valerie Tweedie asked Council if they would like to have a budget work session or a presentation at a Council meeting. Councilman Showalter suggested a work session. Council agreed to discuss the budget at a work session on November 15th at 6:00 p.m. before the Council meeting at 7:00 p.m.

Mr. Wingfield suggested having work sessions in 2023 for Freedom of Information Act (FOIA) and Conflict of Interest Act (COIA) in regard to roles during emergency situations in the future.

XII. OTHER BUSINESS

XIII. ADJOURNMENT

There being no further business to bring before Council, Vice Mayor Showalter adjourned the meeting at 8:24 p.m.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor

TOWN OF CHRISTIANBURG
PAID BILL LIST FOR 11-18-22-2022

BILLS FOR OCTOBER AND NOVEMBER 2022

Vendor	Description	Amount	Department
A MORTON THOMAS AND ASSOCIATES, INC	ARBOR DRIVE / PEPPERS FERRY	\$130.00	CAPITAL PROJECTS
A MORTON THOMAS AND ASSOCIATES, INC	NORTH FRANKLIN ST / WADES LANE	\$8,529.30	CAPITAL PROJECTS
A MORTON THOMAS AND ASSOCIATES, INC	SOUTH FRANKLIN / FIRST STREET	\$7,560.13	CAPITAL PROJECTS
ADAMS CONSTRUCTION CO.	ASPHALT SM-9.5 AL W/RAP	\$6,835.11	STREETS
ALGONQUIN PRODUCTS COMPANY	PW PPE STOCK SUPPLIES	\$545.00	STREETS WATER AND SEWER
AMAZON CAPITAL SERVICES, INC	Portable Hand Saw	\$559.00	FACILITY MAINTENANCE
AMAZON CAPITAL SERVICES, INC	New Mitel 6940 IP Phone	\$334.88	PARKS AND RECREATION
AMAZON CAPITAL SERVICES, INC	Office Furniture for new Assistant Director	\$1,780.58	PARKS AND RECREATION
AMAZON CAPITAL SERVICES, INC	Salt Spreader Parts	\$400.69	WASTE WATER SYSTEMS OPERATIONS
AMAZON CAPITAL SERVICES, INC	Safety Supplies	\$318.64	WASTE WATER TREATMENT FACILITY
ATCOM, INC	INSTALL MITEL COMMUNICATIONS GATEWAY/DIRECTOR	\$1,925.00	IT
BANE OIL COMPANY, INC	470 GALLONS OFF ROAD DIESEL	\$2,392.30	PW DEPTS
BANKSUPPLIES INC	Deposit or Money Bags	\$154.83	FINANCE
BEVERAGE TRACTOR & EQUIPMENT LLC	Kubota All Terrain Vehicle	\$19,500.00	COUNTY FIRE EQUIPMENT
BMG METALS INC	SIGN DEPT SUPPLIES/MATERIALS	\$211.12	STREETS
BOXLEY ASPHALT, LLC	ANNUAL PAVING	\$223,971.29	CAPITAL PROJECTS
BRIAN'S LOCK & KEY	KEYS FOR BALL FIELDS - REC DEPT	\$82.50	PARKS AND RECREATION
CARASOFT TECHNOLOGY CORP	Water Modeling Software	\$4,689.00	ENGINEERING
CARDINAL BLUEPRINTERS, INC.	FIELD BOOK - PWWS	\$10.89	WATER OPERATIONS
CARGILL, INC.	DEICER SALT - PW	\$16,214.00	STREETS
CAROLINA INDUSTRIAL EQUIPMENT	WATER VALVE - PW	\$547.74	STREETS
CARTER MACHINERY	ROAD AND HIGHWAY EQUIPMENT: EARTH HANDLING, GRADIN	\$196,868.31	STREETS WATER AND SEWER
CAUDILL HILL VENTURES, LLC	GASKET/WATER PUMP - MIDWAY LIFTSTATION - WWTP	\$881.26	WASTE WATER SYSTEMS OPERATIONS
CERTIFIED POWER INC	PW MATERIALS/SUPPLIES	\$330.19	STREETS
CRAIG'S FIREARM SUPPLY, INC	Glock Pistols and scopes	\$9,855.50	FEDERAL ANTI DRUG
CUMMINS INC	SNESOR/SCREWS - PW345 PWWS	\$123.35	WATER OPERATIONS
DATA MANAGEMENT, INC	TIME CLOCK 11-28-22 TO 12-27-22	\$1,208.30	FINANCE
DELL MARKETING L.P.	COMPUTER HARDWARE AND PERIPHERALS FOR MICROCOMPUTE	\$71,088.60	IT FOR VARIOUS DEPTS
DOMINION DOOR & HARDWARE INC	RETENTIVITY MAINTENANCE DOORS - AQUATICS	\$695.00	AQUATICS
DUMMIES UNLIMITED INC	Training Dummy	\$2,324.68	POLICE DEPT
DUNCAN FORD MAZDA	TIRE CHANGE PD UNIT 204	\$50.00	POLICE DEPT
DUNCAN FORD MAZDA	REPAIRS - 2015 FORD EXPLORER - FIRE DEPT	\$2,958.61	FIRE
E. C. PACE COMPANY INC	ROANOKE STREET WATERLINE PROJECT	\$434,834.24	CAPITAL PROJECTS
EAST COAST EMERGENCY VEHICLES, LLC	AUTOMOTIVE EQUIPMENT AND PARTS FOR NEW VEHICLE	\$3,165.00	FIRE
EAST COAST EMERGENCY VEHICLES, LLC	WHELEN BEACON AMBER LIGHTS	\$214.50	STREETS
ELECTRICAL SUPPLY CO	BASKETBALL HEIGHT ADJUSTER SUPPLIES - REC DEPT	\$963.99	PARKS AND RECREATION
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, IN	SLUDGE HAULING AUGUST 2022	\$32,276.79	WASTE WATER TREATMENT FACILITY
EPLUS TECHNOLOGY INC	ASSURED DP MANAGED SOLUTION SUBSCRIPTION	\$2,228.70	IT
EXCEL TRUCK GROUP	EXTENSION FENDER - PW	\$39.81	WASTE WATER SYSTEM OPERATIONS

TOWN OF CHRISTIANBURG
PAID BILL LIST FOR 11-18-22-2022

BILLS FOR OCTOBER AND NOVEMBER 2022

FERGUSON ENTERPRISES INC #75	PD SUPPLIES/MATERIALS	\$16,498.56	POLICE DEPT
FISHER AUTO PARTS INC	BRAKES - PW422	\$127.60	STREETS
FLEET PRIDE, INC.	PARTS/MATERIALS - PW	\$2,326.71	PW DEPARTMENTS
GALLS PARENT HOLDINGS, LLC	PD UNIFORM SUPPLIES	\$2,001.75	POLICE DEPT
GRAINGER	16 FT PARTITION - AQUATICS	\$2,502.16	AQUATICS
GRAINGER	Supplies and Tools	\$90.34	WASTE WATER SYSTEMS OPERATIONS
HAJOCA CORPORATION	TOWN HALL BUILDING & GRNDS SUPPLIES	\$92.20	MAINTENANCE TOWN HALL
HALL'S GARAGE DOORS, INC	Purchase and install door	\$17,990.00	FACILITY MAINTENANCE
HIGHWAY MOTORS, INC.	FLYWHEEL - PW	\$799.97	STREETS
HOSE HOUSE, INC.	PW 338 BONDED WASHER	\$374.25	STREETS
HOUSTON N. SNODDY	NUTRIENT MGMNT PLAN SITE 3 SILO FIELD	\$300.00	WASTE WATER TREATMENT FACILITY
INFRASTRUCTURE SOLUTIONS GROUP INC	PROXY SENSOR - PW	\$8,553.25	STREETS-SOLID WASTE - WWWTP
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	BATTERIES - PW	\$386.85	STREETS
JAMES RIVER EQUIPMENT-SALEM	CABLES/STEPS - PW	\$1,495.56	STREETS
JAMES RIVER LASER & EQUIPMENT, LLC	CLEVIS GRAB HOOK/RATCHET BINDER STORMWATER	\$652.05	STORM WATER OPERATIONS
JEFFERY L SMITH	DRYWALL HALL & OFFICE - REC DEPT	\$600.00	PARKS AND RECREATION
JOHNSON CONTROLS	New fire panel and devices for Recreation Center	\$15,185.24	PARKS AND RECREATION
KING-MOORE, INC	40.25 HOURS SUPPORT	\$4,025.00	IT
KINGS TIRE SERVICE, INC	TIRES - PW	\$460.00	SOLID WASTE
KINGS TIRE SERVICE, INC	TIRE REPAIR - PWWS	\$30.00	WATER OPERATIONS
LANCASTER, INC.	TOW PW-184	\$100.00	STREETS
LANDSCAPE SUPPLY INC.	SIDEWALK SALT - PW	\$709.00	STREETS
LANGUAGE LINE SERVICES	OVER THE PHONE INTERPRETATION - PD	\$49.60	POLICE DEPT
MARLOWE BRENNAN HUTT	FULL COMMERCIAL SEARCH - WEST MAIN	\$150.00	ENGINEERING
MATTERN & CRAIG	ROANOKE ST PAVING	\$4,816.88	CAPITAL PROJECTS
MATTERN & CRAIG	INDUSTRIAL PARK SW	\$762.50	STORM WATER OPERATIONS
MCGRADY-PERDUE HEATING & COOLING, INC	SERVICE CALL WASH BAY BUILDING - PW	\$242.00	FACILITY MAINTENANCE
METROLINE INC	Mitel Desk Phones	\$20,011.60	IT
MIDWEST MOTOR SUPPLY, INC	STEP REAMER SET - RADIO TOWER	\$139.00	RADIO SHOP
MONTGOMERY DISTRIBUTORS	HARD HATS - TOWN HALL	\$59.40	MAINTENANCE TOWN HALL
MONTGOMERY MUSEUM & LEWIS MILLER ART CNT.	ANNUAL GRANT FY 2022-2023	\$18,000.00	COMMUNITY DEVELOPMENT
MUNICIPAL EMERGENCY SERVICES, INC	POLICE DEPT SUPPLIES	\$1,981.10	POLICE DEPT
MYRON CORP.	POLICE DEPT SUPPLIES	\$399.29	POLICE DEPT
NATIONAL POOLS OF ROANOKE, INC.	SERVICE CALL/DIAGNOSTICS - AQUATIC CENTER	\$393.00	AQUATICS
NEW RIVER OFFICE SUPPLY	OFFICE SUPPLIES - AQUATICS	\$82.95	AQUATICS
NEW RIVER VALLEY MPO	SMARTWAY BUS 2ND QTR FY 2022-2023	\$3,300.00	STREETS
NORTHERN SAFETY CO., INC.	MARKING PAINT - PW	\$232.80	WASTE WATER SYSTEM OPERATIONS
NORTHWEST HARDWARE CO INC	BATTERIES - PW	\$292.00	STREETS -PARKS AND REC-AQ
PACE ANALYTICAL SERVICES, INC.	BIOASSAY PRETESTING 09-13-2022	\$988.25	WASTE WATER SYSTEMS OPERATIONS
POWER ZONE	CHAINSAW FILE - PW	\$48.99	STREETS

TOWN OF CHRISTIANBURG
PAID BILL LIST FOR 11-18-22-2022

BILLS FOR OCTOBER AND NOVEMBER 2022

POWER ZONE	FUEL LINE - CEMETERY	\$2.50	CEMETERY OPERATIONS
POWER ZONE	WATER PARTS/SUPPLIES	\$113.85	WATER OPERATIONS
PROFESSIONAL COMMUNICATIONS	ION BATTERIES - RESCUE	\$382.73	RESCUE
QUALITY TIRE & BRAKE SERVICE	PD CAR 206 OIL CHANGE/SERVICE	\$1,008.00	POLICE DEPT
QUALITY TIRE & BRAKE SERVICE	TIRE PATCH - PW	\$20.00	FACILITY MAINTENANCE
QUALITY TIRE & BRAKE SERVICE	TIRES - REC DEPT	\$183.00	PARKS AND RECREATION
RUMMEL KLEPPER & KAHL LLP	TRAFFIC SIGNALS/LIGHTS	\$5,160.93	CAPITAL PROJECTS
SALEM STONE CORPORATION	289.70 TONS STONE	\$4,779.84	STREETS
SANICO - SOLUTIONS SYSTEMS, INC	PUBLIC WORKS SUPPLIES	\$3,000.36	SOLID WASTE TOWN HALL& PARKS AND RI
SHELOR MOTOR MILE	REPAIRS 2019 CHEVY TAHOE - FIRE DEPT	\$368.23	FIRE
SHELOR MOTOR MILE	2017 FORD F550 AMBULANCE 95 REPAIRS	\$486.44	RESCUE
SOUTHERN AIR, INC	CONTRACT C35857-5 PREVENTATIVE MAINTENANCE	\$5,400.67	POLICE DEPT
SOUTHERN REFRIGERATION CORP.	ICE MACHINE CLEANER/SUPPLIES - FIRE DEPT	\$121.92	FIRE
SOUTHERN REFRIGERATION CORP.	AQUATIC CENTER SUPPLIES	\$579.77	AQUATICS
STAPLES BUSINESS ADVANTAGE	ID Badge Holders	\$47.07	IT
STATE ELECTRIC SUPPLY CO.,INC.	PISTON/CONDUIT - REC DEPT	\$213.23	PARKS AND RECREATION
STRYKER SALES CORP.	Maintenance Agreement for 17 Stryker Devices	\$18,853.85	RESCUE
SUBURBAN REMODELING CORP	WOMENS RESTROOM RENOVATIONS - REC DEPT	\$69,597.00	PARKS AND RECREATION
SW SERVICES	PO22323 AUTO AIR RELEASE VALVES - WWTP	\$2,039.29	WASTE WATER SYSTEMS OPERATIONS
TAYLOR OFFICE SUPPLY & ART SUPPLY, INC	TOWN WIDE OFFICE SUPPLIES	\$5,298.72	VARIOUS DEPTS
TRANE	MAINTENANCE CONTRACT - AQUATICS	\$15,173.00	AQUATICS
TREASURER OF VIRGINIA - DEQ	MAY 2022 LAND APP 23 DRY TONS CLASS B BIOSOLIDS	\$1,252.50	WASTE WATER TREATMENT FACILITY
TYLER TECHNOLOGIES, INC	PHASE 3 - HCM/HR - PHASE 2B UTILITY BILLING IMP	\$6,300.00	FINANCE
UNIFIRST CORPORATION	1330788 - PW - UNIFORMS	\$1,130.77	STREETS
UNITED INDUSTRIAL SERVICES INC	Gear Box Repair	\$16,150.00	WASTE WATER SYSTEMS OPERATIONS
US FOOD SERVICE	PANCAKE BREAKFAST SUPPLIES - REC DEPT	\$54.32	PARKS AND RECREATION
VIRGINIA BUSINESS SYSTEMS	CONTRACT BILLING 09-21-22 TO 10-20-22 - BLDG INSP	\$43.45	BUILDING INSPECTIONS
VIRGINIA UTILITY PROTECTION SERVICE, INC	511 TRANSMISSIONS - PW	\$536.55	WATER OPERATIONS
VSC FIRE & SECURITY, INC	ANNUAL FIRE ALARM MONITORING - RESCUE	\$300.00	RESCUE
WILSON BROTHERS INCORPORATED	CLAMPS - PW	\$668.15	STREETS FLEET MAINT/WWTF
WITMER PUBLIC SAFETY GROUP, INC	STREAMLIGHT VULCAN STANDARD SYSTEM - PW	\$361.90	STREETS
WITMER PUBLIC SAFETY GROUP, INC	STREAMLIGHT VULCAN STANDARD SYSTEM - PW	\$180.96	WATER OPERATIONS
WITMER PUBLIC SAFETY GROUP, INC	STREAMLIGHT VULCAN STANDARD SYSTEM - PW	\$180.96	STORM WATER OPERATIONS

TOTAL TO BE PAID 11-18-2022

\$1,344,038.64

TOWN OF CHRISTIANBURG
PAID BILL LIST FOR 11-18-2022

BILLS FOR OCTOBER AND NOVEMBER 2022

Vendor	Description	Amount	Department
ADVANCE AUTO PARTS	TOGGLE SWITCH - FIRE DEPT	\$5.90	FIRE
ADVANCE AUTO PARTS	CLAY ABSORBANT WIPER BLADES FIRE DEPT	\$307.75	FIRE
AIRGAS USA LLC	OUTFIT 250-510DLX	\$380.67	FACILITY MAINTENANCE
ALADTEC, INC	ALADTEC SUBSCRIPTION 11-15-22 TO 11-14-23 - RESCUE	\$2,432.50	RESCUE
ALADTEC, INC	ALADTEC SUBSCRIPTION 11-15-22 TO 11-14-23 - RESCUE	\$2,432.50	RESCUE
ALGONQUIN PRODUCTS COMPANY	Q-PEN 40	\$3,109.00	STREETS
ALL SEASONS PEST CONTROL, INC	MONTHLY PEST SERVICE	\$95.00	AQUATICS
ALL SEASONS PEST CONTROL, INC	MONTHLY PEST SERVICE - AQUATIC	\$95.00	AQUATICS
AMAZON CAPITAL SERVICES, INC	OUTLET TIMER - RESCUE	\$17.48	RESCUE
AMAZON CAPITAL SERVICES, INC	EXTENSION CABLE	\$95.50	POLICE
AMAZON CAPITAL SERVICES, INC	CANDLE MAKING SUPPLIES - SENIOR PROGRAMS	\$148.88	PARKS & RECREATION
AMAZON CAPITAL SERVICES, INC	CONCRETE SEALER - SALT DOME	\$199.95	FACILITY MAINTENANCE
AMAZON CAPITAL SERVICES, INC	PARTY SUPPLIES - AQUATIC	\$145.89	AQUATICS
AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES - REC	\$60.85	PARKS & RECREATION
AMAZON CAPITAL SERVICES, INC	MEDICAL SUPPLIES - RESCUE	\$94.95	RESCUE
AMAZON CAPITAL SERVICES, INC	KEYS FOR BALLFIELDS	\$33.85	PARKS & RECREATION
AMAZON CAPITAL SERVICES, INC	LANDSCAPE STOCK	\$30.21	STREETS
AMAZON CAPITAL SERVICES, INC	TIME SWITCH	\$249.29	STREETS
AMAZON CAPITAL SERVICES, INC	LOCKS - RESCUE	\$21.48	RESCUE
AMAZON CAPITAL SERVICES, INC	HUCKLEBERRY HUSTLE DECOR	\$232.51	PARKS & RECREATION
AMAZON CAPITAL SERVICES, INC	HUCKLEBERRY HUSTLE DECOR	\$490.33	PARKS & RECREATION
AMAZON CAPITAL SERVICES, INC	MEDICAL SUPPLIES - RESCUE	\$110.00	RESCUE
AMAZON CAPITAL SERVICES, INC	MEDICAL SUPPLIES - RESCUE	\$19.68	RESCUE
AMAZON CAPITAL SERVICES, INC	PARTS/SUPPLIES - RADIO SHOP	\$175.47	RADIO SHOP
AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	\$19.97	ENGINEERING
AMAZON CAPITAL SERVICES, INC	WIPER BLADE - FD	\$86.27	FIRE
AMAZON CAPITAL SERVICES, INC	THERMOSTAT	\$36.30	STREETS
AMERICAN RED CROSS-HEALTH & SAFETY SERVICES	LIFEGUARDING REVIEW - AQUATIC	\$123.00	AQUATICS
AMERICAN WATER WORKS ASSOC.	MEMBERSHIP DUES - 2023	\$2,373.00	ENGINEERING
ANTHEM BLUE CROSS AND BLUE SHIELD	ANTHEM 10-11-22 TO 10-17-22 EMPLOYEE HEALTH INSURANCE	\$17,525.80	FRINGE COSTS
ANTHEM BLUE CROSS AND BLUE SHIELD	ANTHEM 10-18-22 TO 10-24-22	\$34,471.09	FRINGE COSTS
APPALACHIAN POWER COMPANY	ELECTRIC - BILLING 09-10-22 TO 10-10-22	\$27,513.46	WASTE WATER OPERATIONS
APPALACHIAN POWER COMPANY	ELECTRIC - BILLING 09-15-22 TO 10-13-22	\$32,832.61	STREETS
APPALACHIAN POWER COMPANY	ELECTRIC - BILLING 09-21-22 TO 10-19-22	\$4,046.70	WATER OPERATIONS
APPALACHIAN POWER COMPANY	ELECTRIC - BILLING 10-01-22 TO 10-31-22	\$18,810.22	STREETS
ARC3 GASES	CO2 TANK RENTAL	\$162.00	AQUATICS

TOWN OF CHRISTIANBURG			
PAID BILL LIST FOR 11-18-2022		BILLS FOR OCTOBER AND NOVEMBER 2022	
Vendor	Description	Amount	Department
ARC3 GASES	C02 TANK RENTAL	\$431.02	AQUATICS
ARC3 GASES	PARTS/SUPPLIES	\$148.64	FLEET MAINTENANCE
ARC3 GASES	LINCOLN MIG WIRE	\$188.32	FLEET MAINTENANCE
AT&T MOBILITY	PHONE - BILLING 10-19-22 TO 11-18-22	\$176.73	PARKS & RECREATION
ATLANTIC EMERGENCY SOLUTIONS, INC	REPAIRS 2009 PIERCE FIRE VEH	\$3,930.51	FIRE
ATMOS ENERGY	NATURAL GAS - AQUATIC	\$1,423.20	AQUATICS
ATMOS ENERGY CORPORATION	NATURAL GAS - BILLING 10-04-22 TO 11-01-22	\$5,007.47	VARIOUS ALL DEPTS
BEVERAGE TRACTOR & EQUIPMENT LLC	COUNTY FIRE SUPPLIES/MATERIALS	\$141.16	FIRE
BH MEDIA GROUP INC	ROANOKE ST SIDEWALK	\$811.80	CAPTIAL PROJECTS
BMS DIRECT	PRINTING AND POSTAGE WATER BILLS	\$2,114.00	WATER& SEWER STORM GARBAGE
BMS DIRECT	ESCROW - DECEMBER 2022 WATER BILLS\$4000 POSTAGE\$	\$5,000.00	FINANCE
BOBCAT OF LYNCHBURG	FUEL FILTER/ELEMENT FILTER - FIRE DEPT	\$59.73	FIRE
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES - RESCUE	\$3,565.74	RESCUE
BRADLEY EPPERLEY	TRAVEL - VIRGINIA BEACH, VA	\$541.00	PARKS & RECREATION
BRENE INC	REC CENTER 25TH ANNIVERSARY	\$400.00	PARKS & RECREATION
BRUCE CALDWELL	REIMBURSE SNAP CHIPS FARMERS MARKETS	\$22.00	FARMERS MARKET
C. CURTIS WHITT	TRAVEL - CLEARWATER, FL	\$304.75	FIRE
CARILION HEALTHCARE CORP.	EMPLOYEE TESTING - SEPTEMBER	\$341.00	HUMAN RESOURCES
CARTER MACHINERY	RECONDITION HYDRAULIC CYLINDERS	\$1,001.84	PARKS & RECREATION
CARTER MACHINERY	PARTS/SUPPLIES	\$190.06	WATER OPERATIONS
CASEY JENKINS	TRAVEL - RICHMOND, VA (VML CONFERENCE)	\$263.75	TOWN COUNCIL
CHANDLER CONCRETE COMPANY OF VA., INC	TICKET # 3149057 - SCATTERGOOD DR	\$909.00	STREETS
CHRISTINE EILERT	1 SNAP FARMERS MARKET 09-29-22	\$5.00	FARMERS MARKET
CITIZENS	PHONE - BILLING NOVEMBER 2022	\$4,530.35	IT
COMCAST HOLDINGS CORP	INTERNET - BILLING 10-15-22 TO 11-14-22	\$691.80	IT
COMCAST HOLDINGS CORP	INTERNET BILLING NOVEMBER 2022	\$1,049.21	IT
CRYSTAL SPRINGS	WATER COOLER RENTAL	\$193.31	POLICE DEPT
CRYSTAL SPRINGS	WATER COOLER RENTAL - WWTP	\$266.26	WATER & SEWER
DELILAH M OWENS	23 SNAPS 6 CHIPS FARMERS MARKET 10-27-2022	\$53.00	FARMERS MARKET
DELTA DENTAL OF VIRGINIA	DENTAL CLAIMS - OCTOBER 2022	\$7,552.81	FRINGE COSTS
DEPARTMENT OF MOTOR VEHICLES	SPECIAL IDS - PD	\$40.00	POLICE DEPT
DOLI/BOILER SAFETY	FIRE TUBE BOILER INSPECTION - WWTP	\$20.00	WATER & SEWER
DOLI/BOILER SAFETY	BOILER INSPECTION - REC DEPT	\$20.00	PARKS & RECREATION
DONALD H MCBROOM	REIMBURSE SNAP CHIPS FARMERS MARKETS	\$252.00	FARMERS MARKET
EVERLAST CLIMBING INDUSTRIES	REPAIRS - AQUATICS	\$345.00	AQUATICS
EXCEL TRUCK GROUP	GASKET CONNECTION	\$7.84	SOLID WASTE

TOWN OF CHRISTIANSBURG
PAID BILL LIST FOR 11-18-2022

BILLS FOR OCTOBER AND NOVEMBER 2022

Vendor	Description	Amount	Department
EXCEL TRUCK GROUP	SWITCH IGNITION TUMBLER	\$34.60	WATER
EXPRESS SERVICES, INC	LANDSCAPING LABOR - 10-09-22	\$17,972.58	STREETS
EXXON MOBIL	FUEL SEPTEMBER 2022 - COUNTY FIRE OP	\$93.62	FIRE
FAPS HOLDING INC	VELOCITY GATEWAY FEE - OCTOBER 2022	\$50.40	FINANCE
FEDERAL EXPRESS CORPORATION	RADAR CALIBRATE TRK# 770086648090	\$25.97	POLICE
FEDERAL EXPRESS CORPORATION	PACKAGES - TRK# 278297812875 AND 816390827017	\$15.29	IT
FEDERAL EXPRESS CORPORATION	PACKAGES - TRK# 278297812875 AND 816390827017	\$33.85	IT
FEDERAL EXPRESS CORPORATION	SHIPPING TRK # 279093872707 & 279096001447	\$35.80	POLICE DEPT
FIRE RESCUE AND TACTICAL, INC	TACTICAL PANTS - COUNTY FIRE UNIFORMS	\$240.00	FIRE
FIRE SAFETY PRODUCTS, INC	INSPECTION - SUPPRESSION SYSTEM - FIRE DEPT	\$221.00	FIRE
GATES FLOWERS AND GIFTS, LLC	DISH GARDEN - CANNON - PD	\$42.00	POLICE
GATES FLOWERS AND GIFTS, LLC	SYMPATHY - GROVER NIXON	\$82.00	RESCUE
GATES FLOWERS AND GIFTS, LLC	SYMPATHY ARRANGEMENT - RAMSOON	\$82.00	RESCUE
GOOD SHEPPARD BAPTIST CHURCH	DONATION - FALL FESTIVAL OCT 2022 - PD	\$1,000.00	POLICE
GRAY MEDIA GROUP INC	ADVERTISING - ROCKIN MAIN ST - SEPT	\$205.00	PARKS & RECREATION
HI-D-HO DOG TRAINING INC.	DOG TRAINING - SEPT 21 - OCT 27, 2022	\$2,340.00	PARKS & RECREATION
HOLLYBROOK MULCH TRUCKING, INC	BROWN MULCH - 10-27-22	\$378.00	STREETS
HOLLYBROOK MULCH TRUCKING, INC	BROWN MULCH - 11/4/22	\$126.00	PUBLIC WORKS
HOME DEPOT	SUPPLIES/MATERIALS - PWWS	\$29.12	WATER
HY-TEST, INC	FIRE EXTINGUISHER TESTING - PW	\$51.50	FACILITY MAINTENANCE
INTEGRITY DATA, INC	DATA PROTECTION - NOVEMBER 2022	\$479.50	FINANCE
JOHANA HICKS	TRAVEL - RICHMOND, VA (VML CONFERENCE)	\$263.75	TOWN COUNCIL
KLA ENTERPRISES LLC	FISHING RODEO SIGNS	\$283.36	PARKS & RECREATION
KNOX ASSOCIATES, INC	KNOX CONNECT CLOUD LICENSE	\$468.00	FIRE
LOWES HOME CENTERS INC	IT DEPT SUPPLIES/MATERIALS	\$214.41	IT
LOWES HOME CENTERS INC	FIRE DEPT SUPPLIES/MATERIALS	\$271.41	FIRE
LOWES HOME CENTERS INC	RADIO SHOP SUPPLIES/MATERIALS	\$194.72	RADIO SHOP
LOWES HOME CENTERS INC	STREETS SUPPLIES/MATERIALS	\$208.31	STREETS
LOWES HOME CENTERS INC	STOCK BUILDING & GROUNDS SUPPLIES	\$105.94	FACILITY MAINTENANCE
LOWES HOME CENTERS INC	REC DEPT BLDG & GRND SUPPLIES/MATERIALS	\$662.22	PARKS & RECREATION
LOWES HOME CENTERS INC	AQUATICS SUPPLIES/MATERIALS	\$139.46	AQUATICS
LOWES HOME CENTERS INC	CEMETERY SUPPLIES/MATERIALS	\$144.35	CEMETERY
LOWES HOME CENTERS INC	STOCK WATER&SEWER DEPT SUPPLIES/MATERIALS	\$262.21	WATER& SEWER
LOWES HOME CENTERS INC	STORMWATER MATERIALS/SUPPLIES	\$171.47	STORM WATER
MANSFIELD OIL COMPANY	FUEL - BILLING 09-16-22 TO 09-30-22	\$35,610.28	POLICE
MANSFIELD OIL COMPANY	FUEL - BILLING OCTOBER 1-15, 2022	\$21,651.76	STREETS

TOWN OF CHRISTIANSBURG			
PAID BILL LIST FOR 11-18-2022		BILLS FOR OCTOBER AND NOVEMBER 2022	
Vendor	Description	Amount	Department
MATTHEW GALECKI	REIMBURSE SNAP CHIPS FARMERS MARKETS	\$42.00	FARMERS MARKET
MCKESSON MEDICAL-SURGICAL GOVERNMENT SOL	MEDICAL SUPPLIES - RESCUE	\$86.00	RESCUE
MICHAEL D VALLEJO	MEALS - LILLINGTON, NC	\$140.00	POLICE DEPT
MICHAEL DALLAS STCLAIR	CLEANING GARBAGE CARTS - REC DEPT	\$997.00	PARKS & RECREATION
MON MOTHMA, LLC	Ford Cab & Chassis with Dump Body	\$92,996.00	STORM WATER
MONTGOMERY CO CHAMBER OF COMMERCE	MC OCTOBER 2022 EGGS & ISSUES: PASSENGER RAIL	\$25.00	TOWN COUNCIL
MONTGOMERY CO CHAMBER OF COMMERCE	MEMBERSHIP DUES - 12/1/22 TO 11/30/23	\$1,700.00	TOWN COUNCIL
MONTGOMERY CO HEALTH DEPT.	TEMP FOOD ESTABLISHMENT APP - HUCKLEBERRY HUSTLE	\$40.00	PARKS & RECREATION
MONTGOMERY SANITATION SERVICES	PUMP/CLEAN BUILD UP AT PUMP STATIONS 10/20/22	\$2,300.00	WASTE WATER OPERATIONS
MOTOR MILE CAR WASH	MONTHLY VEHICLE PLAN - OCTOBER 2022 FIRE DEPT VEHs	\$100.00	FIRE
MOTOR MILE CAR WASH	CAR WASH BILLING - BUILDING DEPT	\$100.00	BUILDING
MOTOR MILE CAR WASH	NOV 2022 MONTHLY WHEEL DEAL CAR WASH	\$100.00	FIRE
MUELLER SYSTEMS	MI.HUB COLLECTOR MAINT BACKHAUL-MIHOST	\$69,636.74	WATER
MUNICIPAL EMERGENCY SERVICES, INC	PARACLETE - PD	\$2,002.92	POLICE
MUNICIPAL EMERGENCY SERVICES, INC	PARACLETE - PD	\$2,378.00	POLICE
NATIONAL FIRE PROTECTION ASSO	TRAINING MATERIALS - FIRE DEPT	\$239.90	FIRE
NETWORKFLEET INC	FLEET INTERNET - BILLING SEPTEMBER 2022	\$218.28	RESCUE
NEW RIVER ENGRAVING	NAME PLATES - REC	\$32.00	PARKS & RECREATION
NEW RIVER ENGRAVING	EAGLE SCOUT PROJECT PLATES	\$90.00	PARKS & RECREATION
NEW RIVER PETROLEUM INC	DIESEL - FIRE DEPT	\$3,230.96	FIRE
NEW RIVER VALLEY REGIONAL COMMISSION	ANNUAL DINNER AT BRICK HOUSE PIZZA 10/27/22	\$35.00	TOWN MANAGER
NORTHWEST HARDWARE CO INC	FIRE DEPT SUPPLIES/MATERIALS	\$44.07	FIRE
OLD TOWN PRINTING & COPYING	STICKERS	\$226.06	FACILITY MAINTENANCE
OLD TOWN PRINTING & COPYING	RECYCLING MAGNETS	\$2,552.39	SOLID WASTE
PAMELA EPPERLY PEYTON	TRAVEL - VIRGINIA BEACH, VA	\$176.28	PARKS & RECREATION
PETTY CASH	PETTY CASH - PD	\$191.79	POLICE DEPT
PETTY CASH	PETTY CASH - FINANCE	\$99.85	FINANCE
PHILIP LESTER	WINTER CALENDAR AD	\$169.95	PUBLIC RELATIONS
POLYDYNE, INC.	Emulsion polymer	\$14,850.00	WASTE WATER PLANT
POSTMASTER	FIRST CLASS PRESORT - PI 99 - 12-01-22	\$275.00	FINANCE
POWER ZONE	PARTS/SUPPLIES	\$66.02	STREETS
PRINCIPAL LIFE INSURANCE COMPANY	PRINCIPAL LIFE NOVEMBER 2022 EMPLOYEE PAID	\$2,455.50	EMPLOYEE PD INSURANCE
PRINCIPAL LIFE INSURANCE COMPANY	PRINCIPAL LIFE NOVEMBER 2022 EMPLOYER LIFE INSURANCE	\$1,878.57	FRINGE COSTS
PSYCHOLOGICAL HEALTH ROANOKE	EMPLOYEE TESTING 08-31-22	\$175.00	HUMAN RESOURCES
PSYCHOLOGICAL HEALTH ROANOKE	EMPLOYEE TESTING - EPPERLY	\$230.00	HUMAN RESOURCES
QUADIENT LEASING USA INC	INK CARTRIDGE	\$140.60	FINANCE

TOWN OF CHRISTIANSBURG
PAID BILL LIST FOR 11-18-2022

BILLS FOR OCTOBER AND NOVEMBER 2022

Vendor	Description	Amount	Department
REFUND EMS OVERPAYMENTS	EMS REFUND OVERPAYMENT - GINNOW	\$965.79	EMS BILLING
REFUND PARKS AND RECREATION	REFUND REGISTRATION PARKS AND RECREATION	\$9.00	PARKS & RECREATION
REFUND WATER OVERPAYMENTS	REFUND WATER DEPOSITS AND OVERPAYMENTS	\$941.54	FINANCE
ROBERTS OXYGEN COMPANY, INC	THERAPY OXYGEN - RESCUE	\$141.09	RESCUE
ROBERTS OXYGEN COMPANY, INC	THERAPY OXYGEN - RESCUE	\$103.73	RESCUE
ROGER JORDAN ROLLER JR	AQUARIUM MAINTENANCE 10-19-22	\$50.00	AQUATICS
ROGER JORDAN ROLLER JR	AQUARIUM MAINTENANCE - 11/3/22	\$50.00	AQUATICS
SAFETY & COMPLIANCE SERVICES, INC.	EMPLOYEE TESTING - SEPTEMBER 2022	\$689.00	HUMAN RESOURCES
SAFETY & COMPLIANCE SERVICES, INC.	DOT ANNUAL RANDOM PROGRAM PARTICIPANT FEE - 2022	\$250.00	HUMAN RESOURCES
SAFEWARE INC.	SENSOR - COUNTY FIRE	\$52.40	FIRE
SAMPSON-BLADEN OIL CO INC	55 GALLONS OIL	\$526.12	STREETS
SAMPSON-BLADEN OIL CO INC	FUEL - PW	\$685.27	WATER& SEWER STORM GARBAGE
SAMS CLUB	REC DEPT SUPPLIES/MATERIALS & FARMERS MARKET	\$1,991.08	PARKS & RECREATION
SCHINDLER ELEVATOR CORPORATION	ELEVATOR MAINTENANCE - NOVEMBER 2022	\$725.00	ALL BUILDINGS
SEGRA / LUMOS NETWORKS	PHONE - BILLING NOVEMBER 2022	\$33.20	POLICE DEPT
SHEEHY AUTO STORES	PARTS/SUPPLIES - PD	\$715.00	POLICE
SHENTEL CABLE COMPANY	BILLING - CABLE - 10-07-22 TO 11-06-22	\$330.13	POLICE
SHENTEL CABLE COMPANY	CABLE - BILLING 10-22-22 TO 11-21-22	\$63.00	STREETS
SHENTEL CABLE COMPANY	CABLE - BILLING 10-25-22 TO 11-24-22	\$63.00	RESCUE
SHENTEL CABLE COMPANY	CABLE BILLING - 11/02/22	\$63.00	FIRE
SHERWIN-WILLIAMS	CAMBRIA MURAL PROJECT	\$61.69	ARTS & CULTURE
SHRED-IT US JV LLC	SHREDDING - 01-31-22	\$3,934.92	FINANCE AND POLICE
SHRED-IT US JV LLC	SHREDDING - TOWN HALL/PD/RESCUE	\$423.15	FINANCE
SKYLINE NATIONAL BANK	Release of Cash Bond #291142	\$25,640.45	ENGINEERING
SMITHS MANAGEMENT GROUP	APPAREL - REC	\$8,332.20	PARKS & RECREATION
SOUTHERN STATES	GRASS SEED - PW WATER DEPT	\$457.22	PUBLIC WORKS VARIOUS DEPTS
SPORTSENGINE INC	ONBOARDING OCTOBER 2022 - CUSTOMER # 154547	\$465.00	HUMAN RESOURCES
STAND ENERGY CORPORATION	GAS - AQUATIC CENTER - SEPTEMBER 2022	\$8,571.60	AQUATICS
SUBURBAN PROPANE, L.P.	PROPANE - WWTP	\$512.44	WASTE WATER PLANT
SUNAPSYS, INC	WWTP ENGAGEMENT AGREEMENT - THRU 9-30-22	\$345.00	WASTE WATER PLANT
TAMELA L. CALDWELL	TRAVEL - VIRGINIA BEACH, VA	\$176.28	PARKS & RECREATION
TBC ASSOCIATES II, LLC	PORTAJOHNS -PARKS - 10-12-22 TO 11-08-22	\$681.60	PARKS & RECREATION
TBC ASSOCIATES II, LLC	PORTAJOHNS - HARKRADER PARK - 10-28-22 TO 10-30-22	\$103.20	PARKS & RECREATION
TELEFLEX LLC	MEDICAL SUPPLIES - RESCUE	\$692.00	RESCUE
TELVENT USA HOLDINGS, LLC	SMART PHONE BILLING - REC - 10-26-22 TO 11-25-22	\$182.52	PARKS & RECREATION
TELVENT USA HOLDINGS, LLC	SMART PHONE BILLING - REC - 10-26-22 TO 11-25-22	\$123.48	STREETS

TOWN OF CHRISTIANBURG PAID BILL LIST FOR 11-18-2022			
BILLS FOR OCTOBER AND NOVEMBER 2022			
Vendor	Description	Amount	Department
TERRY WILLIAM KEMP	CHUCKLES THE CLOWN - FARMERS MARKET 10-27-22	\$135.00	PARKS & RECREATION
THE CFS GROUP BLUE RIDGE DISPOSAL & RECYCLIN	SLUDGE HAUL - SEPTEMBER 2022	\$618.13	WASTE WATER PLANT
THE JUILLIARD CORPORATION	EMPLOYEE TESTING	\$53.00	HUMAN RESOURCES
THE ROANOKE TIMES	PAPER - MON - FRI - 52 WEEKS	\$384.59	POLICE DEPT
TIMOTHY A. LUSK	Reimbursement fo K-9 TRAINING SUPPLIES	\$110.55	POLICE DEPT
TOWN OF CHRISTIANBURG	SEPTEMBER 2022 FUEL USAGE - FIRE DEPT	\$1,741.65	FIRE
TOWN OF CHRISTIANBURG	FUEL USAGE OCTOBER 2022	\$1,463.95	FIRE
TRACTOR SUPPLY CO.	BUILDING & GROUND SUPPLIES	\$6.99	FACILITY MAINTENANCE
TRACTOR SUPPLY CO.	PD K-9 FOOD/KENNEL/DOG HOUSE	\$912.92	POLICE DEPT
TREASURER OF VA	NOTARY APPLICATION - KAYLOR & COLE	\$90.00	FINANCE
TREASURER OF VIRGINIA	LEVY ON PERMIT FEES - JULY-SEPT 2022	\$4,341.85	BUILDING
US CELLULAR	PHONE - BILLING 10-02-22 TO 11-1-22	\$130.08	FIRE
VA ASSOC OF COUNTIES GROUP SELF-INSURANCE R	HYBRID DISABILITY PLAN - MEMBER #726 - 68 LIVES	\$1,445.40	FRINGE COSTS
VALERIE L. TWEEDIE	travel 11-16-22 to 11-18-22 vscpa conf VA Beach	\$425.58	FINANCE
VERIZON	PHONE - BILLING 10-08-22 TO 11-07-22	\$170.82	POLICE & PARKS & REC
VERIZON	BUNDLE - BILLING 10-13-22 TO 11-12-22	\$755.04	POLICE DEPT
VERIZON	INTERNET BILLING - NOVEMBER 2022	\$114.95	POLICE DEPT
VERIZON-WIRELESS	PHONE - BILLING 09-11-22 TO 10-10-22	\$8,853.91	TOWN MANAGER
VIRGINIA BUSINESS SYSTEMS	PRINTER/SCANNER - PD - BILLING 9-19-22 TO 10-18-22	\$435.46	POLICE DEPT
VIRGINIA BUSINESS SYSTEMS	PRINTING SERVICES 09-19-22 TO 10-18-22	\$4.21	FIRE
VIRGINIA EVERYWHERE LLC	APB INTERNET BILLING 11-1-22 TO 12-1-22	\$275.00	IT
VIRGINIA MEDIA, INC	MAIN STREET MARKETPLACE - OCTOBER 1, 2022	\$705.00	PLANNING
VIRGINIA REC. & PARK SOCIETY	MEMBERSHIP RENEWAL - AQUATIC KOWALCIK&COPPOCK	\$140.00	AQUATICS
WEST PUBLISHING CORPORATION	BILLING - CLEAR PROFLEX - OCTOBER 2022	\$145.87	FINANCE
WILLIAM L HANKS	TRAVEL - CLEARWATER, FL	\$304.75	FIRE
WORDSPRINT	2500 REGULAR ENVELOPES	\$638.78	FINANCE
XEROX CORPORATION	XEROX - BILLINGCOPIE LEASING AND MAINTENANCE	\$1,707.73	VARIOUS DEPARTMENTS
TOTAL PAID		\$560,455.43	
TOTAL TO BE PAID 11-18-2022		\$1,344,038.64	
TOTAL ALL BILLS 11-18-2022		\$1,904,494.07	

TOWN OF CHRISTIANSBURG

Established November 10, 1792

Incorporated January 7, 1833



RESOLUTION FOR SMALL BUSINESS SATURDAY NOVEMBER 26, 2022

WHEREAS, Small Business Saturday is a day to celebrate and support small businesses and all they do for our communities; and

WHEREAS, the government of Christiansburg, Virginia, celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are nearly 32 million small businesses in the United States; and

WHEREAS, small businesses need our support now more than ever as they navigate, retool and pivot from the effects of the coronavirus pandemic; and

WHEREAS, Small Business Saturday has become an important part of small businesses' busiest shopping season and historically, reported projected spending among U.S. consumers who shopped at independent retailers and restaurants on Small Business Saturday reached an estimated \$23.3 billion according to the 2021 Small Business Saturday Consumer Insights Survey; and

WHEREAS, the highly successful team of Small Business Saturday, Women Impacting Public Policy (WIPP), and American Express are encouraging consumers to support our nation's nearly 32 million independent businesses on November 26, 2022 and throughout the holiday season; and

WHEREAS, Christiansburg, Virginia supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE BE IT RESOLVED, that Christiansburg Town Council, meeting in regular session October 25, 2022 proclaims November 26, 2022 as Small Business Saturday and urges the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

AYE

NAY

ABSTAIN

ABSENT

Samuel M. Bishop

Johana Hicks

Tanya Hockett

Casey Jenkins

Henry D. Showalter

Tim Wilson

D. Michael Barber, Mayor*

*Votes only in the event of a tie.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

November 15, 2022

ITEM TITLE:

Contract for auto body repair with Moore's Body and Mechanical Shop, Inc. in excess of \$100,000 but not to exceed \$500,000

DESCRIPTION: To issue a contract with Moore's Body Shop to repair damaged Town-owned vehicles for an initial two-year term with the possibility of three one-year renewals. Repairs to Fire and Rescue vehicles are excluded from this contract. In the past, the Police and Public Works Departments have utilized the prior contract most frequently.

POTENTIAL ACTION:

Approval

DEPARTMENT:

All Town Departments

PRESENTER:

Valerie Tweedie

ITEM HISTORY: Contract ADM-18-0002, dated October 6, 2017, also with Moore's Body Shop, expired October 31, 2022. An Invitation for Bid was issued and publicly posted on the Town's website and on the State's e-procurement website. Some local auto body repair shops also were contact. Moore's Body Shop was the only bid received, and pricing appeared reasonable.

Information Provided:

Contract Auto Body Repairs – Moore's Body Shop

<https://christiansburg.box.com/s/43zbhs61p0sqhvbh4vf895f0klla5gcn>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

November 15, 2022

ITEM TITLE:

Contract with CHA CONSULTING, INC., for Professional Engineering Services on the Design of Renovations to the Electrical Building at the Wastewater Treatment Facility (WWTF) Project in the amount of \$171,800.00.

DESCRIPTION:

Award of a contract in the amount of \$171,800.00 to CHA CONSULTING, INC., for Design of Renovations to the Electrical Building at the Wastewater Treatment Facility (WWTF) Project.

POTENTIAL ACTION:

Approve the proposal with CHA for Professional Engineering Services and authorize the Town Manager to enter into Contract for the referenced Work.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

In 2021 the Town had CHA prepare a Preliminary Engineering Report (PER) to outline comprehensive capital improvement needs at the WWTF. The Town desires to proceed with the electrical upgrades that were recommended in the PER. The specific electrical upgrades were outlined in the RFP and further refined during a scoping meeting with the Town. In general, the scope of work includes renovations to the electrical building, new site lighting, interior lighting in several buildings, influent screw pump electrical renovations and other miscellaneous electrical upgrades. The primary reason for these upgrades is due to the age of the electrical system, availability of spare parts, and to improve electrical safety and reliability at the WWTF. CHA will provide design and bidding phase services for this project.

Information Provided:

Draft Contract

<https://christiansburg.box.com/s/w0phtzqf0tpmd0g1yjbih16ff7m0l8z>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

November 15, 2022

ITEM TITLE:

Contract with HURT AND PROFFITT, INC., for Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act. Contract shall be eligible for three additional one-year term renewals.

DESCRIPTION:

Professional Services Contract to provide on call water, sewer, and wastewater treatment professional services. The contract period shall be for one year, with the possibility of three (3) 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 \$2,500,000. Work completed on any single task shall not exceed \$500,000, or the approved budget amount for the task, whichever is less, per Virginia Public Procurement Act.

POTENTIAL ACTION:

Contract approval and authorize the Town Manager to enter into this contract on behalf of the Town with HURT AND PROFFITT, INC., subject to Attorney review and approval.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

This term contract will facilitate design of various ongoing and upcoming utility related projects. The solicitation was posted on August 7, 2022. Eleven firms submitted for consideration and the selection committee selected eight firms for interviews. Interviews were conducted with the short-listed firms and the selection committee recommended contracts with five firms. Having an on-call contract will streamline procurement for professional services related to utilities within the contract limits stated above. Work is assigned per the Resolution "Adopting A Revised Procedure for Awarding Multiple Contracts to Multiple Offerors Under Term Services And Providing For An Effective Date" adopted February 8, 2022.

Information Provided:

Draft Contract

<https://christiansburg.box.com/s/ftmqdooszvgafgd8uxemxw62zp8aextg>

Selection Resolution

<https://christiansburg.box.com/s/42pahnrh5pb8pk58a0hh9e5erl55wzb2>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

November 15, 2022

ITEM TITLE:

Contract with WHITMAN, REQUARDT, & ASSOCIATES, LLP., for Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act. Contract shall be eligible for three additional one-year term renewals.

DESCRIPTION:

Professional Services Contract to provide on call water, sewer, and wastewater treatment professional services. The contract period shall be for one year, with the possibility of three (3) 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 \$2,500,000. Work completed on any single task shall not exceed \$500,000, or the approved budget amount for the task, whichever is less, per Virginia Public Procurement Act.

POTENTIAL ACTION:

Contract approval and authorize the Town Manager to enter into this contract on behalf of the Town with WHITMAN, REQUARDT, & ASSOCIATES, LLP., subject to Attorney review and approval.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

This term contract will facilitate design of various ongoing and upcoming utility related projects. The solicitation was posted on August 7, 2022. Eleven firms submitted for consideration and the selection committee selected eight firms for interviews. Interviews were conducted with the short-listed firms and the selection committee recommended contracts with five firms. Having an on-call contract will streamline procurement for professional services related to utilities within the contract limits stated above. Work is assigned per the Resolution "Adopting A Revised Procedure for Awarding Multiple Contracts to Multiple Offerors Under Term Services And Providing For An Effective Date" adopted February 8, 2022.

Information Provided:

Draft Contract

<https://christiansburg.box.com/s/cjscoqnazoiivy1ykn0vd6jzlzhg23c>

Selection Resolution

<https://christiansburg.box.com/s/42pahnrh5pb8pk58a0hh9e5erl55wzb2>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

November 15, 2022

ITEM TITLE:

Contract with HAZEN AND SAWYER, for Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act. Contract shall be eligible for three additional one-year term renewals.

DESCRIPTION:

Professional Services Contract to provide on call water, sewer, and wastewater treatment professional services. The contract period shall be for one year, with the possibility of three (3) 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 \$2,500,000. Work completed on any single task shall not exceed \$500,000, or the approved budget amount for the task, whichever is less, per Virginia Public Procurement Act.

POTENTIAL ACTION:

Contract approval and authorize the Town Manager to enter into this contract on behalf of the Town with HAZEN AND SAWYER, subject to Attorney review and approval.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

This term contract will facilitate design of various ongoing and upcoming utility related projects. The solicitation was posted on August 7, 2022. Eleven firms submitted for consideration and the selection committee selected eight firms for interviews. Interviews were conducted with the short-listed firms and the selection committee recommended contracts with five firms. Having an on-call contract will streamline procurement for professional services related to utilities within the contract limits stated above. Work is assigned per the Resolution "Adopting A Revised Procedure for Awarding Multiple Contracts to Multiple Offerors Under Term Services And Providing For An Effective Date" adopted February 8, 2022.

Information Provided:

Draft Contract

<https://christiansburg.box.com/s/za1jthxw4xea06o482lx1ruhw9ud5jep>

Selection Resolution

<https://christiansburg.box.com/s/42pahnrh5pb8pk58a0hh9e5erl55wzb2>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

November 15, 2022

ITEM TITLE:

Contract with MCGILL ASSOCIATES, PA., for Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act. Contract shall be eligible for three additional one-year term renewals.

DESCRIPTION:

Professional Services Contract to provide on call water, sewer, and wastewater treatment professional services. The contract period shall be for one year, with the possibility of three (3) 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 \$2,500,000. Work completed on any single task shall not exceed \$500,000, or the approved budget amount for the task, whichever is less, per Virginia Public Procurement Act.

POTENTIAL ACTION:

Contract approval and authorize the Town Manager to enter into this contract on behalf of the Town with MCGILL ASSOCIATES, PA, subject to Attorney review and approval.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

This term contract will facilitate design of various ongoing and upcoming utility related projects. The solicitation was posted on August 7, 2022. Eleven firms submitted for consideration and the selection committee selected eight firms for interviews. Interviews were conducted with the short-listed firms and the selection committee recommended contracts with five firms. Having an on-call contract will streamline procurement for professional services related to utilities within the contract limits stated above. Work is assigned per the Resolution "Adopting A Revised Procedure for Awarding Multiple Contracts to Multiple Offerors Under Term Services And Providing For An Effective Date" adopted February 8, 2022.

Information Provided:

Draft Contract

<https://christiansburg.box.com/s/wxt5z4x15bzehkcwk1fc21pgjlr8po6f>

Selection Resolution

<https://christiansburg.box.com/s/42pahnrh5pb8pk58a0hh9e5erl55wzb2>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

November 15, 2022

ITEM TITLE:

Contract with CHA CONSULTING, INC., for Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act. Contract shall be eligible for three additional one-year term renewals.

DESCRIPTION:

Professional Services Contract to provide on call water, sewer, and wastewater treatment professional services. The contract period shall be for one year, with the possibility of three (3) 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 \$2,500,000. Work completed on any single task shall not exceed \$500,000, or the approved budget amount for the task, whichever is less, per Virginia Public Procurement Act.

POTENTIAL ACTION:

Contract approval and authorize the Town Manager to enter into this contract on behalf of the Town with CHA CONSULTING, INC., subject to Attorney review and approval.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

This term contract will facilitate design of various ongoing and upcoming utility related projects. The solicitation was posted on August 7, 2022. Eleven firms submitted for consideration and the selection committee selected eight firms for interviews. Interviews were conducted with the short-listed firms and the selection committee recommended contracts with five firms. Having an on-call contract will streamline procurement for professional services related to utilities within the contract limits stated above. Work is assigned per the Resolution "Adopting A Revised Procedure for Awarding Multiple Contracts to Multiple Offerors Under Term Services and Providing for An Effective Date" adopted February 8, 2022.

INFORMATION PROVIDED:

Draft Contract

<https://christiansburg.box.com/s/q7tznrb34ssfwxw300e8elmno40ucv18>

Selection Resolution

<https://christiansburg.box.com/s/42pahnrh5pb8pk58a0hh9e5erl55wzb2>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

November 15, 2022

ITEM TITLE:

Amend public hearing for January 10, 2022 for rezoning request by Town of Christiansburg, property owner, to rezone the property located at the intersection of Peppers Ferry Road, N.W. and Booker T. Washington Parkway, N.W. (under construction); Tax Parcel 435 – ((A)) – 3A, Parcel ID 270079, commonly known as “Christiansburg Huckleberry Park”, from A Agricultural District to R-1 Single-Family Residential District (approximately 50.54 acres) and B-3 General Business District (approximately 12.25 acres). The property is designated as Business/Commercial and Parks/Open Space on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

DESCRIPTION:

At the October 26, 2022 meeting, Council agreed to set a public hearing for the rezoning of the commercial properties at the Huckleberry Park. In studying this further, Staff believes that it would be beneficial to rezone the entire acreage to a more appropriate zoning districts compatible with the proposed uses. The Park itself would be proposed to be rezoned from Agriculture to R-1, Single Family Residential to better match the surrounding residentially zoned property. Also, Staff would recommend rezoning the entire portion of land east of Booker T. Washington Parkway to B-3, General Business for consistency in zoning patterns. Please keep in mind that the remaining area to the east besides the commercial parcels is primarily a stormwater pond. The attached map shows the new proposed zoning pattern. The Town Council public hearing would be January 10, 2022.

POTENTIAL ACTION:

Approval

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield

ITEM HISTORY: Contract ADM-18-0002, dated October 6, 2017, also with Moore’s Body Shop, expired October 31, 2022. An Invitation for Bid was issued and publicly posted on the Town’s website and on the State’s e-procurement website. Some local auto body repair shops also were contact. Moore’s Body Shop was the only bid received, and pricing appeared reasonable.

Information Provided:

Proposed Zoning Map Revisions

<https://christiansburg.box.com/s/ab9uu6z2xga90shww1yybjzl7o1qg0wm>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

November 15, 2022

ITEM TITLE:

Vacation of 0.2 acres of right-of-way associated with the former Patricks Way, N.W. location. The public hearing was October 25, 2022.

DESCRIPTION:

A Public Hearing was held for the vacation of 0.200 acres of right-of-way associated with the former Patricks Way, N.W. location. The Street Committee will meet prior to the November 15th Council meeting concerning the plat. The action to vacate this right-of-way will be concurrent with dedication of right-of-way associated with the new Patricks Way, N.W. alignment. Concurrent action to consolidate the resulting residue parcels to create one Town of Christiansburg owned parcel.

DEPARTMENT:

Administration

PRESENTER:

Andrew Warren, Assistant Town Manager

ITEM HISTORY:

The North Franklin Street Improvement Project resulted in the relocation of Patricks Way, N.W. While the street was relocated onto Town of Christiansburg property, this action vacates the right-of-way of the former street location and dedicates the right-of-way on Town owned property needed for the new street location.

The Town of Christiansburg and Waffle House are the only two adjacent property owners affected by this action. The vacation of right-of-way results in adjacent owners potentially taking ownership of the half of the vacated right-of-way. Waffle House has opted to not purchase this property from the Town and wants to keep their property at the current size. Waffle House agrees with this and has worked with the Town in support of this action.

POTENTIAL ACTION:

Action

Information Provided:

Ordinance

<https://christiansburg.box.com/s/7esa7yvfsguxf0vh6t5amhqjthoebbx0>

Plat

<https://christiansburg.box.com/s/py4dcu5ei3ks9cb6t87b04gnbldrnvrn>

Location Map

<https://christiansburg.box.com/s/t30a6azgi4c85khwoct0um7ql6wol6yn>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

November 15, 2022

ITEM TITLE:

Community Development Block Grant 2021 Consolidated Annual Performance and Evaluation Report (CAPER)

DESCRIPTION:

The plan provides the information required by the U.S. Department of Housing and Urban Development (HUD) and outlines the results of the activities for Community Development Block Group program for 2021. The plan has been advertised twice in the News Messenger, posted to the Town website, and copies are available for review at the Christiansburg public library and Town Hall.

POTENTIAL ACTION:

Approve

DEPARTMENT(S):

Town Manager's Office

PRESENTER:

Andrew Warren, Assistant Town Manager

INFORMATION PROVIDED:

2021 Draft Consolidated Annual Performance and Evaluation Report

<https://christiansburg.box.com/s/pvu9dp1954z44g0a1wfnj7u8luk3kn59>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

November 15, 2022

ITEM TITLE:

Street closure for Christmas Parade to be held on December 9, 2022 with the temporary street closures from 3:00 – 4:00 p.m. (for barricades) of W. Main Street from Franklin Street to Phlegar Street, and street closure for Christmas at the Market 3:00 – 9:00 p.m. of Hickok Street from W. Main to Commerce Street, and street closure from 5:00 – 10:00 p.m. for Main Street from Radford Street to Park Street, Roanoke Street from First Street to E. Main Street, Phlegar Street from First Street to W. Main Street, College Street from Radford Street to Shelton Street, Hickok Street from Commerce Street to First Street, Franklin Street from Commerce Street to First Street, Pepper Street from First Street to Hill Street, and Radford Street from Depot Street to W. Main Street.

DESCRIPTION:

The street closures for the Christmas Parade and Christmas at the Market. Christmas at the Market will be open 5:00 to 8:00 p.m. with the Tree Lighting at 6:50 p.m. and the Christmas Parade scheduled to begin at 7:00 p.m.

POTENTIAL ACTION:

Approval of street closures

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield

Information Provided:

Street Closures 3-4 pm Map

<https://christiansburg.box.com/s/o5yw1bbtiq4fh65e2nh25w216t45yntb>

Street Closures 3-9 pm Map

<https://christiansburg.box.com/s/nvwraebassy16ad5td9rl8e0extr4g9je>

Street Closures 5-9 pm Map

<https://christiansburg.box.com/s/82cqpm70wjrrref0mx34oh8f7h2pck3f7>

Christmas Parade 2022 Detours Map

<https://christiansburg.box.com/s/82cqpm70wjrrref0mx34oh8f7h2pck3f7>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

November 15, 2022

ITEM TITLE:

Town Procurement Policy

DESCRIPTION:

The State legislature made several changes to the VPPA (Virginia Procurement Act). The Town's Procurement Manual is based upon the VPPA and therefore we need to update our internal policy to be consistent with the legislative changes. The changes are detailed below and are mostly increased dollar levels for certain categories that reduce some of the burdens on staff in seeking bids. The manner in how we award contracts and bids does not substantially change and Council will still approve contracts over \$100,000. The changes by section are listed below:

- 1.5 Definitions: Competitive Sealed Bidding – The VPPA now requires posting on the Department of General Services; central electronic procurement website or other appropriate websites. Posting in a local paper is no longer required.
- 2.0 Small purchases procedures now apply to purchases up to and including \$200,000 up from the previous \$100,000 and purchase orders are required at \$4,500. Posting on the Department of General Services Website eVA is no longer required but encouraged.
- 3.1.1.F Cancelling a Solicitation – Text was added under Competitive Sealed Bidding to clarify how and why solicitations may be canceled. This includes public posting as well as procedures for returning unopened bids or keeping opened bids as record.
- 3.1.1.G Single Response to a Solicitation – Text was added under Competitive Sealed Bidding to clarify procedures when a single response to a solicitation is received. This includes investigation of why and/or documentation for accepting the only bid.
- 3.1.2.A-C Sealed Bids – Receipt, opening, evaluation and award – Clarifications were added to mark late bids when received as well as allowing the receipt of electronic sealed bids. The evaluation of bids was also clarified to allow criteria set in the IFB to be evaluated, a change from the previously “lowest responsive bidder”.
- 3.5 Term Contracts – the VPPA revised term contract duration and value limits. The length allowed was reduced from 4 yearly renewals (5 years total) to 3 yearly renewals (4 years total). The dollar limit also increased from \$150,000 per task order issued, not to exceed \$750,000 per contract year to \$2.5 million and \$10 million respectively. *Staff felt that this increase was too great and agreed on a more restrictive limit of \$500,000 per task order, not to exceed \$2.5 million in a contract year.*

- 3.5.1 Procedure for distributing multiple projects – The policy for distributing multiple projects was revised and adopted by Council on February 8, 2022. This section is revised to match the policy approved.
- 3.6 Task Orders – Previously the Town did not have a policy on issuing Task Orders. Task orders are issued to contracts which are already approved by Town Council. This clarifies procedures as well as states limits for authorization to issue Task Orders. Task Orders less than \$25,000 can be authorized at the Department level by the Department Head or designee as identified by the Department Head. Task orders over \$25,000 shall be authorized by the Town Manager. The Town Manager shall obtain approval by Town Council to authorize Task Orders exceeding \$100,000.
- 3.7 Job Order Contracting – The VPPA added some additional text to clarify process for Job Order Contracting. This states the limits as well as restricts uses.
- 5.11 Retainage on Construction Contracts – Added clarification where retainage may not be withheld on certain Federal and State-aid contracts.

POTENTIAL ACTION:

Approval of updated Town of Christiansburg Procurement manual

DEPARTMENT:

Finance

PRESENTER:

Val Tweedie

Information Provided:

Procurement Policy w/ proposed revisions

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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

November 15, 2022

ITEM TITLE:

Discussion of Christiansburg Farmers Market location and Appalachian Regional Commission Construction Grant

DESCRIPTION:

Town staff, the New River Valley Regional Commission, and the Appalachian Regional Commission (through Virginia's Department of Housing and Community Development) have been working through the pre-contract requirements prior to the Town receiving the \$275,000 Construction Grant for the Community Gathering Space on Hickok Street.

As you will recall, the \$275,000 grant is to construct an approximately 3,600 square foot timber and steel structure on Hickok Street to host the weekly Farmers Market and other downtown events. This project compliments the Hickok Street drainage project to improve stormwater management in the Downtown watershed. The drainage project has experienced delays and would now have a completion date along with the farmers market/multi-purpose structure in likely the spring of 2024, barring other unforeseen issues.

Although preliminary designs have been completed for the timber and steel structure, the final design of the structure will move forward once the Town is under contract with the Appalachian Regional Commission. A management team that will include Town staff, a Town Councilmember, a downtown business owner representative, and at least one farmers market vendor would need to be appointed to oversee the final design and the construction of the structure.

While direction was provided at the last Council Retreat, questions have come up at the Central Business Committee and staff would like to reaffirm Council's direction.

POTENTIAL ACTION:

Direction to Town staff

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield

Information Provided:

ARC Placemaking Plan Conceptual Drawings

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