



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
DECEMBER 13, 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, December 13, 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. 2023 Budget amendment #1
- B. Christiansburg Huckleberry Park Diamond Sponsorship (Naming Rights)
- C. 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; upon 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.

IV. CONSENT AGENDA

- A. Approval of Minutes of the Work Session on November 15, 2022 and the Regular Meeting on November 15, 2022
- B. Monthly Bill List
- C. Award Contract to Jones Road and Bridge, Inc. in the amount of \$1,088,083.11 for Construction of the Roanoke Street Sidewalk Improvements Project at US 460 Bypass Interchange
- D. Set Town Council Public Hearing for February 14, 2022 for a rezoning request by Southwest Investment Co. LLC, Property Owner, and Southwest Excavating, Inc., lessee, to rezone an approximately 1.87-acre portion of the property located at 200 Scattergood Drive, NW, Tax Parcel 496 - 24 - 5; Parcel ID 033540, from B-3 General Business to I-2 General Industrial. The property is designated as Mixed Use with Buffer (Industrial) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

V. INTRODUCTIONS AND PRESENTATION

- A. Danielle Rock, Veteran Peer Specialist with the Virginia Veteran and Family Support for the Commonwealth, to present on their programs and services
- B. Presentation of FY 2022 Audit Report to Council by Scott Wickham of Robinson, Farmer, Cox and Finance Director Valerie Tweedie

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

- A. Street Committee Report/Recommendation (Bishop/Hockett):
 - 1. Subdivision Plat of Common Area of 1.983 Acres at Lion's Gate Phase II on Cub Circle Drive NW (creating 2 lots)
 - 2. Plat Showing Boundary Line Adjustment Between Tax Parcel 503-((A))-8, Tax Parcel 503((A))-16, and Tax Parcel 503-((A))-11 at 4050 and 4100 Roanoke Street

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- 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 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 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. The Public hearing was held on November 15, 2022.
- B. Reappointment of Sam Bishop as Town Council Representative and Logan Kessinger as Hotel Representative to the Montgomery – Blacksburg – Christiansburg Tourism Development Council for a two-year term from January 1, 2023 to December 31, 2024.
- C. Reappointment of Karen Drake-Whitney and Shirley Hallock to the Aquatic Center Advisory Board for a three-year term from January 1, 2023 - December 31, 2025.
- D. Reappointment of Diane Fenton, Michael Saylor, James Williamson, and Reba Smart to the Recreation Advisory Commission for a four-year term from January 1, 2023 -December 31, 2026.
- E. Reappointment of Richard Caldwell, Chris Pfohl, Bob Poff, and J.D. Price and appointment of Jeff Smith to the Building Code Board of Appeals for a four-year term from January 1, 2023 - December 31, 2026.
- F. Reappointment of Felix Clarke to the Planning Commission for a four-year term from January 1, 2023 - December 31, 2026.
- G. Approval of budget resolution for 2023 Budget Amendment #1
- H. Approval of appropriation resolution for 2023 Budget Amendment #1
- I. On-call pay for Public Works
- J. Future capital commitment for purchase order for rescue equipment
- K. Future capital commitment for purchase order for fire equipment

L. Discussion of Christiansburg Huckleberry Park Diamond Sponsorship RFP

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

December 27, 2022, 7:00 p.m. – Regular Meeting CANCELLED

January 10, 2023, 7:00 p.m. – Regular Meeting

January 24, 2023, 7:00 p.m. – Regular Meeting

TOWN OF CHRISTIANSBURG
 Budget amendment #1 for Fiscal Year 2023

unassigned fund balance 6-30-2022	28,461,698
use in 2023 budget	4,728,029
Remaining unassigned fund balance	23,733,669
Amendment 1	2,135,048
Fund Balance remaining	21,598,621
Required @35% 14,354,971	

	Budget amount change	From Unassigned Fund Balance
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Capital Projects

Christiansburg Park

funding from bond and assigned fund balances	168,954.67
to adjust carryover amounts from 2022 to actual expended and received in 2022	

Trail lighting

588750 Engineering	20,000.00	
Carryover of unspent 2022 funds unassigned fund balance		20,000.00

annual paving

Construction	462,072.45	
Carryover of unspent 2022 funds unassigned fund balance		462,072.45

Traffic Signal study

Engineering	41,377.01	
Carryover of unspent 2022 funds unassigned fund balance		41,377.01

N. Franklin Wades Lane Ped Improvements

Engineering	21,377.50	
Grant Revenue	(17,102.00)	
Carryover of unspent 2022 funds unassigned fund balance		4,275.50

S. FranklinFirst Ped Improvements

Engineering	17,708.19	
Grant Revenue	(14,166.55)	
Carryover of unspent 2022 funds unassigned fund balance		3,541.64

N.Franklin Bridge Deck

Engineering	32,930.50	
Construction	138,000.00	
Carryover of unspent 2022 funds unassigned fund balance		32,930.50
additional funding		138,000.00

Primary Extension Paving

Construction	(101,262.88)	
Grant Revenue	(38,737.12)	(62,525.76)
Carryover of unspent 2022 funds unassigned fund balance		

Primary Extension Paving Roanoke Depot to 460

Construction	2,183.24	
Grant Revenue	(2,183.24)	

Tower Road Signal

Construction	202,593.79	
Grant Revenue	(58,679.36)	
Carryover of unspent 2022 funds unassigned fund balance		143,914.43

Arbor Drive Signal

Construction	265,747.00	
Vdot Charges		
Grant Revenue	(240,642.00)	
Carryover of unspent 2022 funds unassigned fund balance		25,105.00

Roanoke Street Sidewalk at 460 Bypass

	Budget amount change	From Unassigned Fund Balance
Construction	182,618.70	
Grant Revenue	(192,112.42)	
Carryover of unspent 2022 funds unassigned fund balance		(9,493.72)
Connector Road		
Engineering	31,200.50	
Additional Funding General fund support		31,200.50
N Franklin sidewalk Fill-in NEW GRANT AWARD		
Engineering and design costs	1,037,856.00	
Grant funding	(830,285.00)	
Additional Funding General fund support		207,571.00
Roanoke Street / Depot Street, Ped (122102) NEW GRANT AWARD		
Engineering	159,403.00	
Construction	546,417.00	
VDOT Charges	15,000.00	
Grant Funding	(576,656.00)	
Additional Funding General fund support		144,164.00
Roanoke Street Crossing & Sidewalk (122105)NEW GRANT AWARD		
Engineering	149,997.00	
Construction	537,860.00	
Right of Way	92,625.00	
VDOT Charges	17,360.00	
Grant Funding	(638,274.00)	
Additional Funding General fund support		159,568.00
Roanoke Street / 1st Street Ped (122103)		
Engineering	52,403.00	
Construction	327,334.00	
Grant Funding	(313,390.00)	
VDOT Charges	12,000.00	
Additional Funding General fund support		78,347.00
N Franklin / Depot Intersection SMART SCALE (119471)		
Engineering	767,560.00	
Construction	3,851,008.00	
Right of Way	453,400.00	
Grant Funding	(5,086,968.00)	
VDOT Charges	15,000.00	
Additional Funding General fund support		-
Primary Extension Paving Roanoke Street SB (121972)		
NEW AWARD		
Construction	427,362.00	
VDOT Charges	5,000.00	
Grant Revenue	(432,362.00)	-
Primary Extension Paving Roanoke Street NB 121970		

	Budget amount change	From Unassigned Fund Balance
NEW AWARD		
Construction	465,772.00	
VDOT Charges	10,000.00	
Grant Revenue	(475,772.00)	
Additional Funding General fund support		-
Primary Extension PavingPeppers Ferry 121973		
NEW AWARD		
Construction	281,255.00	
VDOT Charges	5,000.00	
Grant Revenue	(286,255.00)	
Additional Funding General fund support		-
Stafford Drive Signal		
NEW AWARD		
Engineering	80,000.00	
Grant Revenue	(40,000.00)	
Additional Funding General fund support		40,000.00
Total Support to Capital Projects		1,460,047.55

General fund adjustments-additions

Adjust carryover for software reserve funds	289,272.72	
Park change order for sinkholes and anchors, scoreboard reflective paint	20,000.00	20,000.00
Pickle Ball courts for new park	300,000.00	300,000.00
Police Dept Building exterior	130,000.00	130,000.00
Planning dept consultant for Comprehensive Plan	25,000.00	25,000.00
New Positions 1 Econ Development	100,000.00	100,000.00
Move right of way fees from engineering budget to College ST	300.00	
Downtown Park Restroom	78,000.00	78,000.00
New timeclocks	22,000.00	22,000.00
On call pay pw depts from salary savings in fy 2023 Estimated cost \$95,347.85		
Annual cost in next fiscal year fy 24 \$190,695.71		
Land Acquisition For College Street Drainage From Arppa funds	185,000.00	
Total use of unassigned fund balance		2,135,047.55

Enterprise funds

Water Sewer fund		
Beginning Unassigned 6-30-2022	6,993,342.36	
Projected earnings 6-30-2023	2,824,424.00	
Committed in 2023 Budget	7,612,200.00	
Rollovers and additional funding capital projects	815,700.00	
Operational Increases	72,602.21	
Projected ending fund balance	1,317,264.63	
Buffalo Tank Rehab		189,150.00
Edgewood Pump Station Upgrade		79,050.00
Roanoke Street Waterline		547,500.00
Operational budget increases		72,605.00
Replace Gear box on Screw Pump #1	16,150.00	
Meter Replacements above expectations	15,875.00	
Relocate Water main Robin and Auburn	10,580.00	
CHA consulting fees for DEQ consent order	30,000.00	
Total rollovers and increases from Water & Sewer fund balance		888,305.00

	Budget amount change	From Unassigned Fund Balance
Stormwater Enterprise		
Beginning Unassigned 6-30-2022	1,598,504.61	
Projected earnings 6-30-2023	624,367.00	
Committed in 2023 Budget	1,217,943.73	
Rollovers and additional funding capital projects	193,488.96	
Projected ending fund balance	811,438.92	
 Sleepy Hollow Drainage	39,018.84	
Stone Street Culvert Replacement	11,505.70	
Culvert Replacements	83,160.00	
College Street Drainage	300.00	
Industrial Park SWM Improvements	668.86	
Hickok Street Improvements	28,909.73	
Storm Water Pond Evaluation & Ananalysis	29,925.83	
Total rollovers and increases from storm water fund balance		193,488.96
Increase in appropriations		13,026,479.35
Increase revenues		9,166,110.45
Use of assigned fund balances		1,725,321.35
Use of unassigned fund balances GF		2,135,047.55



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

AGENDA LOCATION:

Public Hearing
Discussion and Action by Mayor and Council

Meeting Date:

December 13, 2022

ITEM TITLE:

Christiansburg Huckleberry Park Diamond Sponsorship (Naming Rights)

DESCRIPTION:

A Public Hearing will be held to receive any public comments on the Request for Proposal (RFP) for the Naming Rights Sponsorship for the Christiansburg Huckleberry Park. This is also the final opportunity for sealed bids to be received for the RFP. All received bids will be opened at this time and referred to staff for a completeness review by staff. This item is also listed under the Discussion and Action by Mayor and Council to discuss the next steps of this process. As a reminder, due to the exclusivity of the naming rights sponsorship, the goal at this time is to secure the diamond sponsorship before pursuing sponsors for the lower giving levels.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

ITEM HISTORY:

The Request for Proposal (RFP) was published on the Town's website on November 5, 2022 and subsequently advertised twice in the News Messenger. Staff has distributed and discussed the proposal with potential bidders as opportunities arise. While interest has been shown, no bids have been received to date. The Parks and Recreation Advisory Commission reviewed the sponsorship program on October 3, 2022 and recommended it move forward to Council. Subsequently, Staff briefed Council on October 11, 2022 and agreed Staff should move forward with preparing the agreement and drafting the RFP.

POTENTIAL ACTIONS:

Hold Public Hearing and discuss further action.

Information Provided:

Christiansburg Huckleberry Park Naming Rights RFP Bid Form

<https://christiansburg.box.com/s/krdis99p3ca3kovmv3urfxn1tb2r6beo>

Draft Christiansburg Huckleberry Park Naming Rights RFP Agreement

<https://christiansburg.box.com/s/ingwmpsypeabexd5trj9hqfmrzlweych>



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

AGENDA LOCATION:

Public Hearing

Meeting Date:

December 13, 2022

ITEM TITLE:

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 North Franklin Street: upon a portion of Northgate Village Shopping Center**, Tax Parcel 466 - ((A)) - 20C, Parcel ID 013214 zoned General Business District B-3. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

DESCRIPTION:

The applicant is requesting the issuance of a Conditional Use Permit (CUP) to allow Montgomery County Moose Lodge #1470 (defined as a Club by the Zoning Ordinance) to relocate to a smaller, more affordable location within the shopping center that was previously "Ray's Maytag".

In the past, the Moose Lodge had been delinquent in paying Meals Tax, however they are currently working with the Finance Department to resolve the issue. While having paid a significant amount of what is owed, as of the date of this report they are still delinquent on the remainder.

On November 14, 2022, Planning Commission voted 6 to 0 to recommended to approval 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/u40dt7e2wecxe5sp18lsefntvrhtpd85>

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.
WORK SESSION MINUTES OF NOVEMBER 15, 2022 – 6:00 P.M.
REGULAR MEETING MINUTES OF NOVEMBER 15, 2022 AT 7:00 P.M.

A WORK SESSION OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VA, ON NOVEMBER 15, 2022 AT 6:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Clerk of Council/Executive Assistant Tracy Heinline; Finance Director Valerie Tweedie; Human Resources Director Alicia Dials; Engineering Director Mike Kelley; Public Works Director Jim Lancianese

WORK SESSION

- I. Call to order
Mayor Barber called the work session to order.

- II. Discussion of Proposed Budget Amendment

Finance Director Valerie Tweedie referenced a handout given to Town Council that reflected the capital projects that did not get expended the prior year. Mrs. Tweedie explained there were four new grants and awards of sizable dollar amounts totaling almost \$7 million. Grants and awards included the primary extension paving on Roanoke Street (southbound and northbound), paving at Peppers Ferry Road, and a traffic signal at Stafford Drive. Mrs. Tweedie added that the N. Franklin Street and Depot Street intersection Smartscale project was 100% grant funded. Councilwoman Hicks recognized a potential conflict of interest with her own property and the N. Franklin Street and Depot Street intersection project but concluded that she could still participate in a group discussion.

Mrs. Tweedie reminded everyone that the enterprise funds were a rollover from capital projects. Some of the items included were a new gear box for pump I at the Wastewater Treatment Plant, meter replacements, relocation of a water main at Auburn and Robin Drive, as well as a Department of Environmental Quality (DEQ) consent order. Mrs. Tweedie continued with the general fund adjustments and explained the carryover fund reserves for the new Tyler Munis software were funds that were not expended last budget year. Town Manager Wingfield talked about a potential change order for the new Huckleberry Park and explained that they were looking at four pickleball courts for this fiscal year due to requests from the community. He explained that the pickleball court addition was in the master plan but not in the first phase of the park construction and would like to possibly make it part of the current phase. Councilwoman Hicks suggested that Montgomery County possibly donate funds for the new courts and expressed she thought it was a good addition to the new park.

Town Manager Wingfield talked about compensation for on-call employees at the Public Works Department and explained the item was to help with recruitment at Public Works. He explained that currently the Town pays on-call employees to be on call in case they are needed. Mr. Wingfield suggested that the on-call employees be compensated for up to two hours minimum (at regular hourly rate) per day.

Councilman Bishop questioned if there had been any feedback from citizens concerning downtown bathrooms. Mayor Barber noted that he felt the cost for the bathrooms were reasonable and would be a good investment. Councilwoman Hockett asked about the new timeclocks for Town employees. Mrs. Tweedie explained that with the new software implementation there would need to be new timeclocks. Mayor Barber recommended leaving the general funds and additions as they were and make no extra changes.

Councilman Showalter asked about the potential Economic Development position and where they were in the process. Councilman Jenkins noted that the \$100,000 salary includes insurance, benefits, etc. and wanted to come to Council with a specific number but expressed he felt the number could be potentially lower. Councilwoman Hicks expressed that she would like to wait to see what the economy was doing before creating a new position. Councilwoman Hockett noted that this position would not take away from existing positions but would rather be as a liaison to existing positions. Councilman Showalter expressed that they have heard for years the Town needs to invest in small business owners and felt this is one small step towards that. Mayor Barber asked about the College Street drainage allocation item. Mrs. Tweedie explained they moved some funds from Engineering to the General Fund. Councilwoman Hicks expressed that she would like to see the stormwater College Street completed and mentioned a property in that area having difficulty selling. Mrs. Hicks asked about the possibility of the Town buying several properties there and turning them into a stormwater pond. Mayor Barber explained that these particular funds were for a retention pond to help water flow. Mrs. Tweedie asked Council if they were in agreement with the budget amendment changes and a public hearing in December. Council agreed to both.

III. Adjournment
6:32 p.m.

-----Recess until 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 NOVEMBER 15, 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. COUNCIL MEMBERS ABSENT: Tim Wilson

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren;
Town Attorney Reid Broughton; Clerk of Council/Executive Assistant Tracy Heinline; Finance
Director Valerie Tweedie; Public Works Director Jim Lancianese; Superintendent of Public Works,
Streets Travis Moles; Planning Director Benjamin Tripp; Parks and Recreation Director Brad

Epperley; Engineering Director Mike Kelley; Building Official Jerry Heinline; Neighborhood Services Coordinator Daria Eirich.

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilwoman Hicks.

II. ADJUSTMENT OF THE AGENDA

Councilman Jenkins made a motion to separate item B, the Montgomery Museum Community Support item from the Monthly Bill List and vote on the item separately. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye.

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 IDDF 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.

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 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, 2023 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.

Councilman Bishop made a motion to approve the consent agenda as presented with the adjusted changes. Councilwoman Hockett seconded the motion and Council voted as follows: Bishop – Aye; Hicks – no vote; Hockett – Aye; Jenkins – Aye; Showalter – Aye.

Councilwoman Hicks questioned item K. of the consent agenda. Town Manager Wingfield explained that he was asking Council to consider resuming everything that is in the

crosshatch area as B-3 and the remainder of the area to be R-1, Single-Family Residential. Mayor Barber questioned why it would be rezoned to R-1 residential. Mr. Wingfield communicated that currently there is no park zoning district and R-1 was the least intrusive zoning district. Mayor Barber noted that R-1 for the park would create confusion for realtors and inquired if something else could be used. Councilwoman Hicks agreed and noted that other municipalities had zoning for parks and asked how hard it would be to create one. Mr. Wingfield explained that the current Agricultural zoning for the area was not intended to be preserved and expressed that R-1 does allow parks and most of the community parks in Town were currently zoned residential. He noted that it would take a little work from the Planning Commission and public hearings would need to be held for ordinances to amend the zoning chapter. Councilman Showalter noted that changing the zoning of the park would not delay the opening of the park. Councilwoman Hockett asked what the benefits of creating a new zoning chapter for the park would be and commented that she was comfortable leaving the area as R-1 if rezoned.

Mayor Barber noted that Councilman Jenkins had requested earlier in the meeting to separate the Montgomery Museum Community Grant bill from the monthly bill list and vote on it separately.

Councilman Bishop made a motion to approve the Monthly Bill List excluding the bill item for the Montgomery Museum Community Support. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye.

Councilwoman Hockett made a motion to pay the Montgomery Museum Community Support bill item. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett -Aye; Jenkins – Abstain; Showalter – Aye.

V. INTRODUCTIONS AND PRESENTATIONS

- A. New River Valley Regional Commission Executive Director Kevin Byrd to present on their programs and operations

Kevin Byrd referenced a handout he had given to Council and briefly touched on the history of the Regional Commission. He explained the Town of Christiansburg was well represented and very involved with the Commission and noted the many meetings of managers across the region periodically. Mr. Byrd spoke about the technical assistance projects as well as updating Christiansburg's Comprehensive Plan and the Placemaking Plan a few years ago. He talked about the Commission's partnership with DEQ and the January water quality report. Mr. Byrd noted that the Regional Commission had facilitated the Town of Christiansburg's Council Retreat earlier in the year as well as a couple years prior.

Mayor Barber expressed appreciation for the Regional Commission's work with the Town. Councilman Showalter asked if Mr. Byrd could highlight Hil Johnson's role with the Commission. Mr. Byrd expressed that Mr. Johnson was on the executive committee and that he provided a great sounding board, and that he advises and represents

Christiansburg well in many ways. Councilwoman Hicks expressed her thanks concerning the annual dinner the Regional Commission hosted.

- B. Building Official Jerry Heinline and Neighborhood Services Coordinator Daria Eirich to present on Building Inspections and Neighborhood Services operations

Building Official Jerry Heinline introduced Neighborhood Services Coordinator Daria Eirich to Council and explained she had been involved in code enforcement for only a year but had great knowledge of the position already. Mr. Heinline spoke about the different functions of the Building Department including plan review and third-party reviews. He touched on contractor licenses and Virginia's construction code. Mr. Heinline communicated how important code enforcement was and that the Town follows the Virginia Code. He talked about several commercial projects including the new FedEx building on Parkway Drive and the Tru by Hilton Hotel on Hampton Boulevard that would include 98 rooms and would open in the summer of 2023.

Daria Eirich spoke to Council about the purpose of her position and the proactive inspections that were performed daily. Ms. Eirich explained the continued work with everyone to figure out the best avenue when working with the community and expressed that voluntary compliance was always a must. She talked about the mission of her position and how the cooperation between the Town and community was so important. Ms. Eirich showed before and after pictures of properties that are now in compliance and noted that going to court with a property owner was the last avenue explored. Ms. Eirich noted that she would like to start a community referral program to help guide community members to companies/individuals that could help maintain their properties when help is needed.

Councilwoman Hicks questioned what the process was for inspecting smoke alarms in the home. Mr. Heinline explained that they provide the initial smoke alarm test and inspection, and the Fire Department does the maintenance afterwards. Councilman Showalter asked if the new billiards and pool business would fall under the amusement code and the Building Department. Mr. Heinline explained that was an assembly use and usually amusement is more of a ride at a carnival and bouncy house inspections.

Councilwoman Hockett expressed thanks for the community focus on the neighborhood program and noted she was excited for Ms. Eirich to be here. Councilwoman Hicks expressed that she liked the voluntary compliance approach of the division and noted that there is always two sides to every story. Mr. Heinline reiterated that court was the ultimate outcome and expressed that the type of situation never brings anything to a resolution. He added that to bring a situation into compliance could take some time, but it was the ultimate goal.

VI. CITIZEN COMMENTS

Chris Waltz, 1370 Rigby Street, expressed concern that Montgomery County did not want to provide funding for resource officers for Montgomery County Schools.

Elli Travis, Downtown Christiansburg, Inc. (DCI), spoke in support of the Farmers Market structure in downtown. Ms. Travis noted that this was a desire by the DCI board and felt it would be great for downtown. Ms. Travis noted the amount of community involvement that went into the Placemaking plan and the final selection of the Farmers Market structure on Hickok Street was the top priority.

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.

Councilwoman Hockett noted the intersection near the townhomes and the new entryway. She explained that the Street Committee wanted to clean up the lines and incorporate into the Town property.

Councilwoman Hockett made a motion to approve the plat showing the vacation of existing Patricks Way, N.W. right-of-way. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett -Aye; Jenkins – Aye; Showalter – Aye.

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.

Councilwoman Hockett made a motion to approve the plat dedicating .005 right-of-way to the Town of Christiansburg at the northwest corner of Corporate Drive S.E. and Technology Drive, S.E. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett -Aye; Jenkins – Aye; Showalter – Aye.

B. Central Business Committee Report/Recommendation (Hicks, Jenkins)

1. Recommendation of the Awards for the Third Round of the Façade Grant Program

Councilwoman Hicks reminded everyone that the grants could be up to a maximum of \$5,000. She mentioned that one business in Cambria may not be able to gather all the funds they need to match the grant. Mrs. Hicks asked the community to help donate money or time to the property.

Councilwoman Hicks made a motion to approve recommendation of the awards for the third round of the Façade Grant Program. Councilman Jenkins seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett -Aye; Jenkins – Aye; Showalter – Aye.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

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

Councilwoman Hicks made a motion to approve the vacation of 0.2 acres of right-of-way associated with the former Patricks Way, N.W. location. Councilwoman Hockett seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye.

- 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.

Councilwoman Hicks made a motion to approve the 2021 U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER). Councilman Jenkins seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye.

- 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 Sheltman 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.

Councilman Jenkins made a motion to approve the street closure for the Christmas Parade to be held on December 9, 2022. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye.

- D. Town Procurement Policy

Finance Director Valerie Tweedie summarized the amendments to the Town Procurement Policy and explained the Town's manual was based on the Virginia Procurement Act. Mrs. Tweedie explained there had been changes in the law recently that affected our policy. She noted that most of the changes were referencing bids and contracts for engineering as well as an increase in small purchase procedures.

Councilman Showalter made a motion to approve the Town Procurement Policy with the changes presented. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye.

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

Town Manager Wingfield asked Council for direction in regard to the Appalachian Regional Commission Construction Grant that was received. Mr. Wingfield explained that if the Town decided to relocate the Farmers Market, the funds could not be used. Assistant Town Manager Warren noted that the Town would need to work with the funder on changing the performance measure the Town was approved for if this was not used as a Farmers Market or the primary Farmers Market. Mr. Warren explained that this grant would be in addition to the separate drainage project. Council agreed to move forward with pursuing the grant. Councilman Jenkins noted that the Town needed to be clear that going under contract it would not be the same as the initial drawing.

IX. STAFF REPORTS

A. Town Manager

Mr. Wingfield noted that the Town was up to 15 attendees for the Montgomery County Chamber of Commerce dinner, which would require two tables. Mr. Wingfield asked if Council would like the Town to pay for the spouses attending the dinner. Council agreed that spouses should pay for their own tickets.

Mr. Wingfield added that the Christmas Parade would be on December 9, 2022 and the Christmas at the Market would start prior to the parade.

B. Town Attorney – no report.

C. Other Staff – no report.

X. COUNCIL REPORT

Councilman Showalter reported that the Parks and Recreation Center turned 25 years old on November 9, 2022 and noted the center was the one of the greatest investments the Town has provided to the community. He added that the Meals for Seniors would continue to provide meals for seniors in need and appreciated that the Recreation staff was part of the program.

Councilman Bishop reported that the Aquatic Center was busy over the weekend and hoped to see that continue in the future. Mr. Bishop also thanked Christiansburg High School for the Veteran's Day program.

Councilwoman Hicks reported there were several Halloween events that had been provided to the community on Halloween. She expressed thanks to Montgomery County Public Schools for providing the robotics program. Mrs. Hicks thanked all Veterans for their service.

Councilwoman Hockett - no report.

Councilman Jenkins reported that the mural on Cambria Street was coming along and expressed thanks to Morgan Shortt for such a great job.

Mayor Barber thanked Vice Mayor Showalter for filling in at the last Council meeting.

XI. OTHER BUSINESS

XII. ADJOURNMENT

There being no further business to bring before Council, Vice Mayor Showalter adjourned the meeting at 8:23 p.m.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor

TOWN OF CHRISTIANBURG TO BE PAID BILL LIST FOR 12-16-2022			
BILLS FOR NOVEMBER AND DECEMBER 2022			
Vendor	Description	Amount	Department
A MORTON THOMAS AND ASSOCIATES, INC	COLLEGE ST DRAINAGE	\$24,775.60	CAPITAL PROJECT
A MORTON THOMAS AND ASSOCIATES, INC	ANNUAL PAVING	\$6,179.50	CAPITAL PROJECT
A MORTON THOMAS AND ASSOCIATES, INC	ROANOKE ST WATERLINE	\$13,364.08	CAPITAL PROJECT
A MORTON THOMAS AND ASSOCIATES, INC	NORTH FRANKLIN ST/WADES	\$5,398.76	CAPITAL PROJECT
A MORTON THOMAS AND ASSOCIATES, INC	SOUTH FRANKLIN STREET/FIRST STREET	\$1,808.36	CAPITAL PROJECT
A MORTON THOMAS AND ASSOCIATES, INC	RESILIENCY STUDY	\$6,276.10	CAPITAL PROJECT
A. M. LEONARD, INC.	LANDSCAPE SUPPLIES	\$27.39	STREETS
ADAMS CONSTRUCTION CO.	3.01 SM-9.5 AL W/RAP	\$275.42	STREETS
AMAZON CAPITAL SERVICES, INC	Thermal paper rolls	\$99.99	FINANCE
AMAZON CAPITAL SERVICES, INC	Employee Recognition- Table Covers	\$62.85	HUMAN RESOURCES
AMAZON CAPITAL SERVICES, INC	Various Supply Items for WWTF	\$537.83	WATER SEWER STORM WATER OPERATION
AMAZON CAPITAL SERVICES, INC	Display Port Cables	\$85.29	INFORMATION TECHNOLOGY
AUTOZONE, INC	PWWWS VEHICLE SUPPLIES	\$7.43	WATER SEWER STORM WATER OPERATION
BANE OIL COMPANY, INC	343 GALLONS OFF ROAD DIESEL	\$1,787.03	WATER SEWER STORM WATER OPERATION
BKT UNIFORMS	SILVER PINS - PD UNIFORMS SUPPLIES	\$105.90	POLICE DEPARTMENT
BORING CONTRACTORS INC	TOWER ROAD	\$15,361.06	CAPITAL PROJECT
BOXLEY ASPHALT, LLC	ANNUAL PAVING	\$9,312.45	CAPITAL PROJECT
BRAD EDWARD HUGHES	HELMET/VEHICLE STICKERS - FIRE DEPT	\$300.00	FIRE DEPARTMENT
CDW LLC	ADOBE ACROBAT PRO	\$150.34	FINANCE
CENTURY ENGINEERING, INC	ARBOR DRIVE/PEPPERS FERRY	\$8,585.52	CAPITAL PROJECT
CERTIFIED POWER INC	REPAIRS - PW	\$393.42	STREETS
CHA CONSULTING INC	BIOSOLIDS MANAGEMENT - WWTP	\$592.73	WASTE WATER
CHA CONSULTING INC	ANNUAL WET TESTING - WWTP	\$2,850.63	WASTE WATER
CHA CONSULTING INC	COLLECTION SYST COMP COMPLIANCE ASST	\$2,460.00	WASTE WATER
CHA CONSULTING INC	PRETREATMENT PROGRAM - WWTP	\$7,959.70	WASTE WATER
CHA CONSULTING INC	WWTP IN-PLANT OPERATIONAL ASST	\$93.75	WASTE WATER
COLE TRUCK PARTS, INC	REMAN AIR COMPRESSOR/PARTS/LESS CORE CREDITS	\$154.65	SOLID WASTE
CONTINENTAL WESTERN CORPORATION	LIME ZIPPER VESTS - PW PPE	\$478.50	STREETS
DOMINION DOOR & HARDWARE INC	Purchase & Install Automatic Operator-Lower Lobby & CLOSURE	\$3,520.00	AQUATICS
DUNCAN FORD MAZDA	REPAIRS - 2021 FORD F350 - FIRE DEPT	\$274.94	FIRE DEPARTMENT
DUNCAN FORD MAZDA	TIRE CHANGE - PD CAR 213 INSPECTIONS REPAIRS CAR 139	\$1,163.80	POLICE DEPARTMENT
E. C. PACE COMPANY INC	ROANOKE STREET WATER LINE	\$395,564.66	WATER SEWER STORM WATER OPERATION
EAST COAST EMERGENCY VEHICLES, LLC	Emergency lights and accessories for 3 PD Vehicles	\$7,882.92	POLICE DEPARTMENT
EAST COAST EMERGENCY VEHICLES, LLC	AUTOMOTIVE EQUIPMENT AND PARTS FOR NEW VEHICLE	\$800.00	FIRE DEPARTMENT
ELECTRICAL SUPPLY CO	AQUATIC CENTER ELECTRICAL SUPPLIES	\$105.00	AQUATICS
ELECTRICAL SUPPLY CO	REC DEPT SUPPLIES	\$84.80	PARKS & RECREATION
ELECTRICAL SUPPLY CO	FUSES - SIGN SHOP	\$11.20	STREETS

TOWN OF CHRISTIANBURG TO BE PAID BILL LIST FOR 12-16-2022			
BILLS FOR NOVEMBER AND DECEMBER 2022			
Vendor	Description	Amount	Department
ELECTRICAL SUPPLY CO	PVC CONDUIT - PW	\$106.80	WATER SEWER STORM WATER OPERATION
EMS MANAGEMENT & CONSULTANTS, INC	COLLECTIONS 10-31-22	\$1,638.92	RESCUE
EPLUS TECHNOLOGY INC	ASSURED DP MANAGED SOLUTIONS SUB SERVICES	\$2,259.57	INFORMATION TECHNOLOGY
EXCEL TRUCK GROUP	VEHICLE PARTS - PW	\$3,446.25	WATER SEWER STORM WATER OPERATION
FASTENAL COMPANY	FLEET SHOP SUPPLIES/MATERIALS	\$141.90	FLEET MAINTENANCE
FAULCONER CONSTRUCTION COMPANY INC	HUCKLEBERRY PARK	\$1,686,081.85	CAPITAL PROJECT
FAULCONER CONSTRUCTION COMPANY INC	HUCKLEBERRY PARK	\$943,240.12	CAPITAL PROJECT
FERGUSON ENTERPRISES INC #75	STOCK WATER SUPPLIES - PW	\$4,456.37	WATER SEWER STORM WATER OPERATION
FIRE RESCUE AND TACTICAL, INC	RESCUE SQUAD UNIFORM SUPPLIES	\$232.50	RESCUE
FIRST BIOMEDICAL INC	EITAN SAPPHIRE INFUSION SET - RESCUE	\$435.58	RESCUE
FISHER AUTO PARTS INC	SHOP TOOLS - PW	\$151.22	FLEET MAINTENANCE
FISHER SCIENTIFIC CO.	Lab Supplies	\$499.35	WATER SEWER STORM WATER OPERATION
FISHER SCIENTIFIC CO.	Lab Supplies	\$70.77	WATER SEWER STORM WATER OPERATION
FLEET PRIDE, INC.	HYDRAULIC HOSE - PW	\$1,223.22	STREETS
FORTILINE INC	METER ACCURACY TESTING	\$6,160.00	WATER SEWER STORM WATER OPERATION
GALLS PARENT HOLDINGS, LLC	PD UNIFORM SUPPLIES	\$2,138.35	POLICE DEPARTMENT
HAJOCA CORPORATION	AQUATICS BLDG & GRNDS SUPPLIES	\$184.40	AQUATICS
HARVEY CHEVROLET CORP.	PW-236 PARTS MOTOR/MODULE KIT	\$147.01	STREETS
HIGHWAY MOTORS, INC.	PW-245 VEHICLE PARTS	\$283.08	SOLID WASTE
HOSE HOUSE, INC.	TEEL PUMP STATION SUPPLIES/MATERIALS	\$13.42	WATER SEWER STORM WATER OPERATION
HURT & PROFFITT, INC	BUFFALO TANK	\$6,000.00	WATER SEWER STORM WATER OPERATION
INFRASTRUCTURE SOLUTIONS GROUP INC	TURN SIGNAL - PW	\$2,445.76	SOLID WASTE
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	BATTERIES - PW	\$756.70	STREETS
IV LABS INC	Lab Supplies	\$172.63	WATER SEWER STORM WATER OPERATION
IVES EQUIPMENT CORPORATION	New Sensor and control for Blue Tank level	\$1,772.00	WATER SEWER STORM WATER OPERATION
JOHNSON CONTROLS	New chiller circulation water pump.	\$10,500.00	PARKS & RECREATION
KING-MOORE, INC	14 HOURS IT SUPPORT	\$1,400.00	INFORMATION TECHNOLOGY
KINGS TIRE SERVICE, INC	TIRES - PWSWD	\$1,964.32	WATER SEWER STORM WATER OPERATION
MALLORY SAFETY & SUPPLY LLC	Road Flares	\$12,347.08	POLICE DEPARTMENT
MALLORY SAFETY & SUPPLY LLC	Road Flares	\$1,487.60	FIRE DEPARTMENT
MALLORY SAFETY & SUPPLY LLC	Road Flares	\$743.80	STREETS
MATTERN & CRAIG	INDUSTRIAL PARK STORMWATER UPGRADES	\$2,608.50	STORM WATER
MATTERN & CRAIG	PRIMARY PAVING	\$240.00	CAPITAL PROJECT
MATTERN & CRAIG	INDUSTRIAL PARK STORMWATER	\$6,466.36	STORM WATER
MCDONOUGH BOLYARD PECK INC	CHRISTIANSBURG PARK	\$57,985.34	CAPITAL PROJECT
MCGRADY-PERDUE HEATING & COOLING, INC	FIRE DEPT HVAC SERVICE CALL	\$267.00	FIRE DEPARTMENT
MIDWEST MOTOR SUPPLY, INC	PW STOCK WAREHOUSE SUPPLIES	\$217.28	STREETS

TOWN OF CHRISTIANBURG TO BE PAID BILL LIST FOR 12-16-2022			
BILLS FOR NOVEMBER AND DECEMBER 2022			
Vendor	Description	Amount	Department
MIRACLE RECREATION EQUIPMENT COMPANY	PLAYGROUND EQUIPMENT	\$1,456.51	PARKS & RECREATION
MONTGOMERY DISTRIBUTORS	WINTER PPE STOCK SUPPLIES - PW MULTI	\$1,735.65	PUBLIC WORKS, STREETS, WATER, SEWER, :
MONTGOMERY DISTRIBUTORS	HARD HATS - REC DEPT	\$161.32	AQUATICS
MT ELECTRONICS, INC	SERVICE CALL/ ANTENNA - PWWS	\$696.00	WATER SEWER STORM WATER OPERATION
MUNICIPAL EMERGENCY SERVICES, INC	PD SUPPLIES	\$300.00	POLICE DEPARTMENT
NATIONAL POOLS OF ROANOKE, INC.	POOL CHEMICALS/SUPPLIES - AQUATICS	\$4,449.00	AQUATICS
NEW RIVER COMMUNITY COLLEGE	REMOTE PILOT GROUND SCHOOL & FAA TEST PREP - PD	\$2,520.00	POLICE DEPARTMENT
NORTHERN SAFETY CO., INC.	STOCK SAFETY SUPPLIES - PW	\$98.16	STREETS
NORTHWEST HARDWARE CO INC	SUPPLIES - PARTS & MATERIALS	\$298.08	PUBLIC WORKS, STREETS, WATER, SEWER, :
NORTHWEST HARDWARE CO INC	AQUATIC LANDSCAPE MATERIALS	\$21.69	AQUATICS
PACE ANALYTICAL SERVICES, INC.	N SERIES TESTING 10-26-22 - WWTP	\$114.00	WATER SEWER STORM WATER OPERATION
PEED & BORTZ, LLC	WWTP WATER MAIN	\$11,000.00	WATER SEWER STORM WATER OPERATION
POWER ZONE	CHOKE SHAFT - PW VEHS	\$50.59	WATER SEWER STORM WATER OPERATION
PRECISION WEIGHING	SERVICE OF THERMOMETERS - WWTP	\$96.00	WATER SEWER STORM WATER OPERATION
PRO CHEM INC	Chemicals	\$4,650.10	WATER SEWER STORM WATER OPERATION
PROFESSIONAL COMMUNICATIONS	KENWOOD SPRING BELT CLIP - RESCUE	\$41.16	RESCUE
QUALITY TIRE & BRAKE SERVICE	PD CAR 141 OIL CHANGE/SERVICE	\$236.00	POLICE DEPARTMENT
QUALITY TIRE & BRAKE SERVICE	TIRE PATCH - PW	\$20.00	STREETS
ROANOKE HOSE & FITTINGS, INC.	PW PARTS/SUPPLIES	\$43.21	STREETS
ROBERT G SLATE	Instrumentation Services	\$2,040.80	WATER SEWER STORM WATER OPERATION
ROBINSON FARMER COX ASSOCIATES, PLLC	2022 AUDIT FEE PER CONTRACT	\$41,000.00	FINANCE
RUMMEL KLEPPER & KAHL LLP	TRAFFIC SIGNAL STUDY	\$5,497.39	CAPITAL PROJECT
SALEM STONE CORPORATION	9.98 TONS CRUSHER STONE - PW	\$162.18	STREETS
SANDS ANDERSON	ALLEGHENY COMPLAINT OCTOBER 2022 SERVICES	\$5,845.25	CAPITAL PROJECT
SANDS ANDERSON	OCTOBER 2022 SERVICES	\$3,327.50	TOWN MANAGER
SANICO - SOLUTIONS SYSTEMS, INC	REC DEPT SUPPLIES	\$1,740.95	PARKS & RECREATION
SANICO - SOLUTIONS SYSTEMS, INC	AQUATIC SUPPLIES	\$2,557.44	AQUATICS
SANICO - SOLUTIONS SYSTEMS, INC	TOWN HALL SUPPLIES	\$47.89	TOWN HALL
SANICO - SOLUTIONS SYSTEMS, INC	Equipment for Bathrooms at Signature Park	\$4,060.68	CAPITAL PROJECT
SANICO - SOLUTIONS SYSTEMS, INC	POLICE DEPT SUPPLIES	\$807.05	POLICE DEPARTMENT
SANICO - SOLUTIONS SYSTEMS, INC	REC DEPT SUPPLIES	\$2,978.66	PARKS & RECREATION
SANICO - SOLUTIONS SYSTEMS, INC	PW STOCK CLEANING SUPPLIES	\$437.49	FLEET MAINTENANCE
SHELOR MOTOR MILE	2012 FORD F450 REPAIRS - AMBULANCE 92	\$730.32	RESCUE
SOUTHERN AIR, INC	C35857-5 PREVENTATIVE MAINT CONTRACT	\$5,370.00	TOWN BUILDINGS
STATE ELECTRIC SUPPLY CO., INC.	WWTP SUPPLIES/MATERIALS	\$166.47	WATER SEWER STORM WATER OPERATION
STATE ELECTRIC SUPPLY CO., INC.	BLDG & GRNDS SUPPLIES/MATERIALS	\$79.84	FLEET MAINTENANCE
STERN, CONRAD AND SCHMIDT CONSULTING ENGINEERS,	WADES LANE LANDFILL	\$8,014.92	SOLID WASTE

TOWN OF CHRISTIANBURG TO BE PAID BILL LIST FOR 12-16-2022			
BILLS FOR NOVEMBER AND DECEMBER 2022			
Vendor	Description	Amount	Department
STRYKER SALES CORP.	REPLACEMENT PADS - RESCUE SUPPLIES	\$176.71	RESCUE
SUBURBAN REMODELING CORP	WOMENS RESTROOM RENOVATION - REC DEPT	\$59,992.00	PARKS & RECREATION
SW SERVICES	LASER ALIGNMENT FOR SCREW PRESS #2 - WWTP	\$890.00	WATER SEWER STORM WATER OPERATION
TAYLOR OFFICE SUPPLY & ART SUPPLY, INC	OFFICE SUPPLIES	\$590.04	TOWN WIDE
TOWN OF BLACKSBURG	PD K-9 12 BAGS DOG FOOD	\$490.15	POLICE DEPARTMENT
TRANE	HVAC REPAIR - AQUATIC CENTER	\$399.00	AQUATICS
TYLER TECHNOLOGIES, INC	PHASE 3 PROJECT MANAGER - HCM	\$3,780.00	FINANCE
ULINE	Key tags	\$45.96	FINANCE
UNIFIRST CORPORATION	1449575 - CEMETERY - UNIFORMS	\$1,639.76	CEMETERY
UNITED RENTALS, INC.	LIGHT TOWER RENTAL - AQUATICS	\$115.00	AQUATICS
USA BLUE BOOK	Lab Supplies	\$548.48	WATER SEWER STORM WATER OPERATION
VALLEY GROUNDS, INC	Removal of (3) tree's along Independence Blvd.	\$3,195.00	STREETS
VEST'S SALES & SERVICE, INC.	SERVICE CALL 10-27-22 - REPAIRS RESCUE UNIT 94-95	\$929.15	RESCUE
VIRGINIA UTILITY PROTECTION SERVICE, INC	451 TRANSMISSIONS - PWW	\$473.55	WATER SEWER STORM WATER OPERATION
VSC FIRE & SECURITY, INC	QUARTERLY FIRE ALARM MONITORING-PD	\$75.00	POLICE DEPARTMENT
WETLAND STUDIES AND SOLUTIONS, INC	SLEEPY HOLLOW \$1038.38 / CULVERTS \$197.66	\$1,236.04	STORM WATER
WILSON BROTHERS INCORPORATED	SPRAYER - PW	\$86.71	FLEET MAINTENANCE
WRANGLER HOLDCO CORP	RECYCLING SERVICES OCTOBER 2022	\$58,294.18	SOLID WASTE
ZORO TOOLS, INC	PIPE WRENCH - PWW	\$640.40	WATER SEWER STORM WATER OPERATION
TOTAL TO BE PAID 12-16-2022		\$3,525,626.08	

TOWN OF CHRISTIANSBURG
PAID BILL LIST FOR 12-16-2022

BILLS FOR NOVEMBER AND DECEMBER 2022

Vendor	Description	Amount	Department
ADVANCE AUTO PARTS	PARTS REPAIR AND MAINTENANCE VEHICLES	\$719.69	POLICE DEPARTMENT
ADVANCE AUTO PARTS	PARTS REPAIR AND MAINTENANCE VEHICLES	\$132.37	FIRE DEPARTMENT
ADVANCE AUTO PARTS	RESCUE VEHICLE SUPPLIES	\$233.88	RESCUE
ADVANCE AUTO PARTS	FIRE DEPT VEHICLE SUPPLIES	\$178.92	FIRE DEPARTMENT
AIR SPECIALISTS OF VIRGINIA, INC	PARTS/SUPPLIES	\$3,055.00	FIRE DEPARTMENT
ALERT-ALL CORPORATION	MAGNETS/FOOTBALLS/LANYARDS - FD	\$3,787.00	FIRE DEPARTMENT
ALL PEST CONTROL, INC	MONTHLY PEST CONTROL - AQUATIC	\$90.00	FLEET MAINTENANCE
AMAZON CAPITAL SERVICES, INC	CANDY - TRUNK OR TREAT	\$180.93	PW STREETS
AMAZON CAPITAL SERVICES, INC	AQUA JOGGERS - AQUATICS FIRST AID SUPPLIES	\$415.88	AQUATICS
AMAZON CAPITAL SERVICES, INC	WIRELESS & DESKTOP ADAPTER - PLANNING	\$175.94	PLANNING
AMAZON CAPITAL SERVICES, INC	IPHONE CONNECTION CORD - ENG	\$17.98	ENGINEERING
AMAZON CAPITAL SERVICES, INC	BATTERIES/SUPPLIES	\$606.98	WASTE WATER OPERATIONS
AMAZON CAPITAL SERVICES, INC	COMPUTER CHAIR - REC	\$449.94	PARKS AND RECREATION
AMAZON CAPITAL SERVICES, INC	BUSINESS CARD HOLDER - AQUATIC	\$27.27	AQUATICS
AMAZON CAPITAL SERVICES, INC	DRY ERASE BOARD - AQUATIC	\$93.00	AQUATICS
AMAZON CAPITAL SERVICES, INC	CABLE MANAGEMENT SYSTEM	\$78.27	INFORMATION TECHNOLOGY
AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	\$200.82	AQUATICS
AMERICAN RED CROSS-HEALTH & SAFETY SERVICES	FIRST AID/CPR/AED	\$245.00	PARKS AND RECREATION
AMERICAN RED CROSS-HEALTH & SAFETY SERVICES	LIFEGUARDING	\$205.00	AQUATICS
ANTHEM BLUE CROSS AND BLUE SHIELD	ANTHEM 10-25-22 TO 10-31-22	\$29,761.11	EMPLOYEE HEALTH INSURANCE
ANTHEM BLUE CROSS AND BLUE SHIELD	ANTHEM 11-01-22 TO 11-07-22	\$14,654.84	EMPLOYEE HEALTH INSURANCE
ANTHEM BLUE CROSS AND BLUE SHIELD	ANTHEM 11-08-22 TO 11-14-22	\$67,070.40	EMPLOYEE HEALTH INSURANCE
ANTHEM BLUE CROSS AND BLUE SHIELD	ANTHEM NOV 15-20 2022	\$32,530.07	EMPLOYEE HEALTH INSURANCE
APPALACHIAN POWER COMPANY	ELECTRIC - BILLING 10-12-22 TO 11-09-22	\$76,869.61	UTILITY BILLS TOWN WIDE
APPALACHIAN POWER COMPANY	ARBOR DR/PF - PN 02128/19-0045	\$13,868.00	CAPTIAL PROJECTS
ARC3 GASES	CO2 TANK RENTAL	\$227.85	FLEET MAINTENANCE
ARC3 GASES	CO2 TANK RENTAL	\$882.35	AQUATICS
AT&T MOBILITY	PHONE - BILLING 11-19-22 TO 12-18-22	\$176.73	PARKS AND RECREATION
ATMOS ENERGY CORPORATION	GAS - BILLING 10-4-22 TO 11-01-22	\$3,685.34	TOWN WIDE UTILITY SERVICES
BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES - RESCUE	\$1,619.74	RESCUE
CARDINAL BLUEPRINTERS, INC.	CANON TM-305MFP - CONTRACT 21-0052 IFB	\$200.00	ENGINEERING
CARDMEMBER SERVICE	WALMART PHOTO POLICE DEPT HOLIDAY CARDS	\$112.00	POLICE DEPARTMENT
CARDMEMBER SERVICE	A CLEANER WORLD - UNIFORMS - FIRE DEPT	\$35.83	FIRE DEPARTMENT
CARDMEMBER SERVICE	TRAVEL AND MEMBERSHIPS	\$1,981.50	TOWN COUNCIL
CARDMEMBER SERVICE	TRAVEL AND MEMBERSHIPS	\$1,170.60	TOWN MANAGER- ADMIN
CARDMEMBER SERVICE	DUES AND MEMBERSHIPS FINANCE	\$1,080.00	FINANCE

TOWN OF CHRISTIANBURG
PAID BILL LIST FOR 12-16-2022

BILLS FOR NOVEMBER AND DECEMBER 2022

Vendor	Description	Amount	Department
CARDMEMBER SERVICE	MEMBERSHIP FEES - SHRM AND SUPPLIES	\$397.28	HUMAN RESOURCES
CARDMEMBER SERVICE	SUPPLIES	\$136.40	PUBLIC RELATIONS
CARDMEMBER SERVICE	TRAVEL AND SUPPLIES	\$4,065.68	POLICE DEPARTMENT
CARDMEMBER SERVICE	HYATT HOUSE VA BEACH OCT 16-22 2022 - FIRE DEPT	\$1,862.40	FIRE DEPARTMENT
CARDMEMBER SERVICE	RESCUE SUPPLIES AND MATERIALS	\$597.20	RESCUE
CARDMEMBER SERVICE	UDEMY.COM - BLDG INSP COURSES	\$34.99	BUILDING INSPECTIONS
CARDMEMBER SERVICE	SENIOR TRIP AND SUPPLIES	\$1,271.04	PARKS AND RECREATION
CARDMEMBER SERVICE	SUPPLIES	\$812.27	AQUATICS
CARDMEMBER SERVICE	TRAINING AND SUPPLIES	\$2,514.59	PLANNING
CARDMEMBER SERVICE	TRAVEL AND SUPPLIES PLANNING	\$292.76	ENGINEERING
CARDMEMBER SERVICE	CAMBRIA MURAL PAINTING SUPPLIES	\$446.87	ARTS AND CULTURE
CARDMEMBER SERVICE	KROGER - HALLOWEEN CANDY - & FOOD SUPPLIES	\$863.81	RESCUE
CARDMEMBER SERVICE	COMFORT INN LODGING OCT 18-19 2022 PW	\$211.48	WATER OPERATIONS
CAROLINA INDUSTRIAL EQUIPMENT	WATER VALVE REPLACEMENTS PARTS/SUPPLIES	\$618.65	PW STREETS
CARTER MACHINERY	WEB & TECHNICIAN LICENSE (PHILLIPS)	\$8,839.22	FLEET MAINTENANCE
COLONIAL LIFE & ACCIDENT INSURANCE	COLONIAL LIFE - OCTOBER 2022 WITHOLDINGS	\$7,420.30	EMPLOYEE PD INSURANCES
COMCAST HOLDINGS CORP	INTERNET - BILLING 11-15-22 TO 12-14-22	\$691.80	INFORMATION TECHNOLOGY
CROW'S NEST GREENHOUSES	3G LILAC	\$41.99	WASTE WATER OPERATIONS
CRYSTAL SPRINGS	WATER COOLER RENTAL	\$168.87	POLICE DEPARTMENT
CRYSTAL SPRINGS	WATER COOLER RENTAL	\$171.24	WASTE WATER PLANT
DEPARTMENT OF MOTOR VEHICLES	EFT DMV STOPS 09-27-22 TO 10-22-22	\$225.00	FINANCE
DOMINION DOOR & HARDWARE INC	STOREROOM LOCKSET	\$420.00	AQUATICS
ELECTRONIC SYSTEMS INC	PRINTER - BILLING 10-18-22 TO 11-17-22	\$50.00	FINANCE
EXPRESS SERVICES, INC	LANDSCAPING LABOR - 11/06/22	\$6,309.52	PW Streets
EXXON MOBIL	FUEL USAGE OCTOBER 2022 FIRE DEPT	\$227.76	FIRE DEPARTMENT
FEDERAL EXPRESS CORPORATION	TRACKING # 390184819388	\$44.49	WATER OPERATIONS
GATES FLOWERS AND GIFTS, LLC	WILLIAM WINGFIELD - 11/12/22	\$90.00	RESCUE
GRANITE TELECOMMUNICATIONS LLC	INTERNET - BILLING NOVEMBER 2022	\$3,504.13	IT
JOSEPH O REED	STATE INSPECTION - PD - VEHICLES	\$160.00	POLICE DEPT
JUDD BROOK 2, LLC	BOBCAT FUEL FILTER/ELEMENT FILTER - COUNTY FIRE	\$59.73	FIRE DEPARTMENT
LANCASTER, INC.	2017 FORD F-250 SERVICES/REPAIRS - FIRE DEPT	\$260.64	FIRE DEPARTMENT
LOWES HOME CENTERS INC	CONCRETE MIX SUPPLIES - PD	\$491.73	POLICE DEPARTMENT
LOWES HOME CENTERS INC	FIRE DEPT MATERIALS/SUPPLIES	\$57.00	FIRE DEPARTMENT
LOWES HOME CENTERS INC	PW MATERIALS/SUPPLIES	\$220.76	PW Streets
LOWES HOME CENTERS INC	STATION B SUPPLIES/MATERIALS - PW	\$696.03	PW BUILDING MAINTENANCE
LOWES HOME CENTERS INC	REC DEPT SUPPLIES/MATERIALS	\$193.55	PARKS AND RECREATION

TOWN OF CHRISTIANSBURG PAID BILL LIST FOR 12-16-2022			
BILLS FOR NOVEMBER AND DECEMBER 2022			
Vendor	Description	Amount	Department
LOWES HOME CENTERS INC	AQUATIC CENTER PICNIC TABLES	\$321.10	AQUATICS
LOWES HOME CENTERS INC	CEMETERY SUPPLIES/MATERIALS	\$120.32	CEMETERY
LOWES HOME CENTERS INC	DOUBLE CHECK VALVE - PW	\$210.82	WATER
LOWES HOME CENTERS INC	BATTERIES - PW STOCK SUPPLIES	\$106.98	WASTE WATER SYSTEMS
LOWES HOME CENTERS INC	WWTP SUPPLIES/MATERIALS	\$506.61	WASTE WATER PLANT
LOWES HOME CENTERS INC	BATTERIES - PW STOCK SUPPLIES	\$30.36	STORM DRAIN OPERATIONS
LOWES HOME CENTERS INC	FIRE DEPT SUPPLIES/MATERIALS	\$132.25	FIRE DEPARTMENT
MARK Q ANDERSON	ASHLEY LESTER - GT2200613100	\$120.00	POLICE DEPARTMENT
MCKESSON MEDICAL-SURGICAL GOVERNMENT SOL	MEDICAL SUPPLIES - RESCUE	\$381.07	RESCUE
MEDEXPRESS URGENT CARE, P.C. - VIRGINIA	EMPLOYEE TESTING - OCTOBER 2022	\$590.00	HUMAN RESOURCES
MICHAEL S CROMER	MEALS - CHARLOTTESVILLE, VA	\$140.00	POLICE DEPARTMENT
MONT REGIONAL SOLID WASTE (RECYL)	ACCT 9930 - SOLID WASTE	\$55,149.14	SOLID WASTE
MONTGOMERY CO CHAMBER OF COMMERCE	MC 2022 CHAMBER ANNUAL MEETING	\$1,200.00	TOWN COUNCIL
NETWORKFLEET INC	FLEET INTERNET - OCTOBER 2022	\$218.28	RESCUE
NEW RIVER ENGRAVING	NAME PLATES	\$133.85	STREETS
NRV LAWNS & LANDSCAPING, LLC	MOWING - CEMETERY - OCTOBER 2022	\$22,487.10	CEMETERY
NRV REGIONAL WATER AUTHORITY	1ST QUARTER WATER BILLING FY 2023	\$916,091.10	WATER
OLD TOWN PRINTING & COPYING	BUSINESS CARDS - REC DEPT	\$300.33	PARKS AND RECREATION
REFUND LODGING TAX OVERPAYMENT	Refund of transient lodging tax for 2021 and 2022.	\$1,002.15	FINANCE
PSYCHOLOGICAL HEALTH ROANOKE	EMPLOYEE TESTING - JUSTIN ALLEN	\$720.00	HUMAN RESOURCES
QUADIANT, INC.	250 METER TAPES	\$20.90	FINANCE
REFUNDS PARK&REC	REFUND CLASSES/PROGRAMS	\$160.00	PARKS AND RECREATION
ROBB S. STUDEBAKER	MEALS - SOUTH HILL, VA	\$100.00	POLICE DEPARTMENT
ROBERTS OXYGEN COMPANY, INC	THERAPY OXYGEN - RESCUE	\$819.69	RESCUE
ROGER JORDAN ROLLER JR	AQUARIUM MAINTENANCE 11-16-22	\$50.00	AQUATICS
SAFETY & COMPLIANCE SERVICES, INC.	EMPLOYEE TESTING	\$441.00	HUMAN RESOURCES
SAMPSON-BLADEN OIL CO INC	OIL - PW	\$316.95	PW FLEET MAINTENANCE
SCHINDLER ELEVATOR CORPORATION	PREVENTIVE MAINTENANCE - DECEMBER 2022	\$1,670.54	TOWN WIDE ELEVATORS
SHADE TREE REPAIR LLC	WELDING - 11-09-22	\$320.00	AQUATICS
SHENTEL CABLE COMPANY	CABLE - BILLING 11-02-22 TO 12-01-22	\$63.00	PARKS AND RECREATION
SHENTEL CABLE COMPANY	CABLE - BILLING 11-02-22 TO 12-01-22	\$74.97	AQUATICS
SHENTEL CABLE COMPANY	CABLE - BILLING 11-22-22 TO 12-21-22	\$63.00	STREETS
SHENTEL CABLE COMPANY	CABLE - BILLING 11-07-22 TO 12-06-22	\$330.13	POLICE DEPARTMENT
SOUTHERN STATES	PROPANE FUEL - CEMETERY	\$89.68	CEMETERY
SOUTHERN STATES	GRASS SEED - PW	\$464.96	STREETS
STAND ENERGY CORPORATION	GAS AND TRANSPORTATION - SEPTEMBER 2022 - AQUATIC	\$9,381.22	AQUATICS

TOWN OF CHRISTIANBURG PAID BILL LIST FOR 12-16-2022			
BILLS FOR NOVEMBER AND DECEMBER 2022			
Vendor	Description	Amount	Department
STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES - 11-12-22	\$79.98	TOWN COUNCIL\TOWN MANAGER
SUBLIME ENTERPRISES, LLC	AQUATIC CENTER ADS	\$300.00	AQUATICS
TANYA HOCKETT	TRAVEL - RICHMOND, VA	\$263.75	TOWN COUNCIL
TBC ASSOCIATES II, LLC	PORTAJOHNS - 11-14-22 to 12-11-22 - DOWNTOWN PARK	\$515.40	PARKS AND RECREATION
TELVENT USA HOLDINGS, LLC	WEATHER BILLING - 11-26-22 TO 12-25-22	\$182.52	PARKS AND RECREATION
TELVENT USA HOLDINGS, LLC	WEATHER BILLING - 11-26-22 TO 12-25-22	\$123.48	PW Streets
THE CFS GROUP BLUE RIDGE DISPOSAL & RECYCLING	SLUDGE HAUL - OCTOBER 2022	\$416.43	WASTE WATER PLANT
TRACTOR SUPPLY CO.	BULK SUPPLIES - PW	\$43.56	FACILITY MAINTENANCE
TRACTOR SUPPLY CO.	PD K-9 SUPPLIES	\$13.48	POLICE DEPARTMENT
TREASURER OF VIRGINIA - VRS	EFT - VRS OCTOBER 2022	\$207,662.52	EMPLOYEE RETIREMENT
TRITECH SOFTWARE SYSTEMS	CRIME MAPPING SUBSCRIPTION - 4-29-20 TO 4-28-21	\$5,186.39	POLICE DEPARTMENT
US CELLULAR	PHONE - BILLING 11-02-22 TO 12-01-22	\$130.08	POLICE DEPARTMENT
US FOOD SERVICE	THANKSGIVING AND CHRISTMAS LUNCHEON	\$147.77	PARKS AND RECREATION
VA ASSOC OF COUNTIES GROUP SELF-INSURANCE R	MEMBER # 726 - 71 LIVES	\$1,548.33	EMPLOYEE BENEFITS
VALERIE L. TWEEDIE	TRAVEL CLOSEOUT - VA BEACH VA - NOV 16-18 7.5 ADD	\$49.00	FINANCE
VERIZON	PHONE - BILLING 11-08-22 TO 12-07-22	\$46.59	PARKS AND RECREATION
VERIZON	PHONE - BILLING 11-13-22 TO 12-12-22	\$755.04	POLICE DEPARTMENT
VERIZON-WIRELESS	PHONE - BILLING 10-11-22 TO 11-10-22	\$7,084.50	TOWN WIDE
VIRGINIA BUSINESS SYSTEMS	PRINTER BILLING - 10-19-22 TO 11-18-22	\$367.84	POLICE DEPARTMENT
VIRGINIA BUSINESS SYSTEMS	FIRE DEPT PRINTING SERVICES	\$1.51	FIRE DEPARTMENT
VIRGINIA DEPT. OF TAXATION-6626	RETAIL SALES TAX OCTOBER 2022	\$9.18	AQUATICS
VIRGINIA MEDIA, INC	MAIN STREET MARKETPLACE - NOVEMBER 5, 2022	\$495.00	PLANNING
VIRGINIA MEDIA, INC	MAIN ST MARKETPLACE - 11-12-22	\$1,215.00	PLANNING & ENGINEERING
VIRGINIA WATER ENVIRONMENT ASSOCIATION	VWEA STATE MEMBERSHIP 2023	\$350.00	WASTE WATER PLANT
WHOLESALE MONUMENT COMPANY, INC	ENGRAVING/ETCHING	\$542.00	CEMETERY
XEROX CORPORATION	XEROX BILLING - 08-21-22 TO 09-21-22	\$1,870.70	COPIERS TOWN WIDE
TOTAL TO BE PAID 12-16-2022		\$3,525,626.08	
TOTAL PAID TO DATE		\$1,545,016.57	
TOTAL ALL BILLS		\$5,070,642.65	



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

December 13, 2022

ITEM TITLE: Award Contract to Jones Road and Bridge, Inc. in the amount of \$1,088,083.11 for Construction of the Roanoke Street Sidewalk Improvements Project at US 460 Bypass Interchange.

DESCRIPTION: Contract award in the amount of \$1,088,083.11 to Jones Road and Bridge, Inc. for Construction of the Roanoke Street Sidewalk Improvements Project at US 460 Bypass Interchange. This project consists of installing sidewalk with related improvements from the existing sidewalk near Falling Branch Rd Intersection to Hubbell Drive. This project has a mixture of funding including Transportation Alternatives, Highway Safety Improvements, and Open Container Funds with Local Matching. VDOT Funding totals \$1,133,856, for the entire project). The project is fully funded in the budget. VDOT has provided concurrence to award the project.

POTENTIAL ACTION: Approve Notice of Award and authorize the Town Manager to enter into Contract for the subject Work.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

Information Provided:

Authorization Request to VDOT which includes the Engineer's Recommendation as well as bid tabulations

<https://christiansburg.box.com/s/gr6sp66x1epo42l1xhuknijaerhs2oc6>

VDOT Award Concurrence

<https://christiansburg.box.com/s/v7g0zlj7j907unhh2z18f7fgmfk6eur6>



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

AGENDA LOCATION:

Discussion/Action

Meeting Date:

December 13, 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.

The Town has received several letters in opposition to the request.

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

POTENTIAL ACTION:

Discussion/Action

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/u40dt7e2wecxe5sp18lsefntvrhtpd85>

Staff Report with maps

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

Town Council Resolution (draft)

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



**BUDGET AMENDMENT #1 RESOLUTION
BUDGET MODIFICATION #1 FOR FISCAL YEAR 2023**

WHEREAS, on May 24, 2022, the Town of Christiansburg approved the budget for fiscal year ending June 30, 2023 in accordance with § 15.2-2503, *et seq.* of the Code of Virginia (1950), as amended (the “Code”); and

WHEREAS, the Town Council seeks to amend the approved budget for fiscal year ending June 30, 2023 in accordance with § 15.2-2507; and

WHEREAS, the Town this amendment is greater than 1% of the total expenditures in the currently adopted budget a public hearing was held as required in accordance with § 15.2-2507; and

WHEREAS, the public hearing was duly advertised and held on December 13, 2022; and

WHEREAS, this Amendment #1 has been distributed to Town Council for review; and

WHEREAS, based upon all information known to Council regarding the financial needs of the Town for such fiscal year;

NOW THEREFORE, BE IT RESOLVED that the Town of Christiansburg hereby adopts Budget Amendment #1 to the 2022-2023 approved budget amendment as follows;

Revenues		Appropriations	
Use of Unassigned Fund Balance General Fund	2,304,302	General Fund	964,572
Use of Assigned fund Balances General Fund	289,273	Capital Projects	10,795,113
Use Of Special Revenue funds ARPA	185,000	Special Revenue	185,000
Grant Revenues Capital Projects	9,166,110	Water and Waste Water Capital project rollovers	815,700
Use of unassigned fund balances Water& Sewer Enterprise	888,305	Water and Waste Water Operational increases	72,605
Use of unassigned fund balances Storm Water Enterprise	193,489	Storm Water Enterprise Capital Project rollovers	193,489
Total	13,026,479	Total	13,026,479

BE IT FUTHER RESOLVED, by the Town Council of Christiansburg, Virginia:

1. That revenues and expenditures budget changes are hereby adopted by Fund as set forth above;
2. That the Town Manager shall administer this budget in adherence to the Town Charter and Code of the Town of Christiansburg, Virginia, as amended, and the laws of the Commonwealth of Virginia. Amendments to the budget as adopted shall be by resolution,

3. This resolution shall take effect immediately upon its adoption by Town Council. Upon motion for approval and a call for an aye and nay vote on the foregoing Resolution at a regular meeting of the Council of the Town of Christiansburg, Virginia held December 13, 2022 the members of the Council of the Town of Christiansburg, Virginia, present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mayor D. Michael Barber*				
Samuel M. Bishop				
Henry Showalter				
Johanna Hicks				
Tonya Hockett				
Timothy Wilson				
Casey Jenkins				

Adopted:

D. Michael Barber, Mayor

Attest: _____

Tracy Heinline, Clerk of Council



RESOLUTION NO. ____

AT A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF CHRISTIANSBURG, VIRGINIA, HELD AT THE CHRISTIANSBURG TOWN HALL ON TUESDAY, DECEMBER 13, AT 7:00 PM

A RESOLUTION APPROPRIATING FOR EXPENDITURE IN FISCAL YEAR 2023 ALL FUNDS BUDGETED FOR EXPENDITURE IN THE FISCAL YEAR 2023 PER BUDGET AMENDMENT #1; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Council adopted a budget for the fiscal year beginning on July 1, 2022 and ending on June 30, 2023 ("FY 2023 Budget"); and

WHEREAS, pursuant to Virginia Code § 15.2-2506, the Town Council must also take action to appropriate all funds to be expended each fiscal year before the Town may obligate or expend such funds; and

WHEREAS, the Town may amend its budget from time to time;

WHEREAS, the Town Council appropriated for expenditure in fiscal year 2023 the amounts per the 2023 budget approved May 24, 2022 therefore, Town Council desires to appropriate the funds required from this Amendment #1 to the Budget for FY 2022-2023;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Christiansburg that:

1. The amended budgeted expenditures in each fund category, as reflected in the FY 2023 Budget amendment, are hereby appropriated for expenditure in fiscal year 2023.
2. Supplemental appropriations may be enacted by the Town Council from time to time.
3. The Town Manager is hereby authorized and directed to take all appropriate administrative action necessary and prudent to implement this Resolution.
4. If any provision of this Resolution is declared invalid, the decision shall not affect the validity of the Resolution as a whole or any remaining provisions of the Resolution.
5. This Resolution shall become effective upon approval.

Upon motion for approval and a call for an aye and nay vote on the foregoing Resolution at a regular meeting of the Council of the Town of Christiansburg, Virginia held December 13, 2022 the members of the Council of the Town of Christiansburg, Virginia, present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

Aye

Nay

Abstain

Absent

Mayor D. Michael Barber*

Samuel M. Bishop

Henry Showalter

Johanna Hicks

Tonya Hockett

Timothy Wilson

Casey Jenkins

*Votes only in the event of a tie vote by Council.

SEAL:

Tracy Heinline, Town Clerk

D. Michael Barber, Mayor



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

December 13, 2022

ITEM TITLE:

On-call pay for Public Works

DESCRIPTION:

Purpose

The purpose of this proposal is to provide compensation to the Public Works staff who are required to be on-call throughout the year.

Background

The Public Works (PW) Department developed and implemented a formal on-call program in 2007. The program assures staff are available to respond to any emergency 24 hours a day, 7 days a week, 365 days a year to address any issues or concerns that our citizens, customers, and businesses may experience. The program requires staff to participate on a weekly rotating basis (Monday to Monday) for any after-hours emergencies, such as water distribution issues, sewer collection and treatment issues, street issues, traffic signal and sign issues, facility issues, etc.

Each area of operation is accounted for in the program and a specific number of staff members are assigned to each. Below is the list of operational areas that require an on-call response.

- Streets, Storm Water and Utilities
- Traffic Operations
- Wastewater Treatment Facility and Sewer Lift Stations
- Water Booster Stations and Meter Operations
- Facility Maintenance

Each staff member is assigned to a specific area based on their experience in the field. Staff members are required to report for duty within a (1) hour period from the time they are notified.

Currently, staff members are compensated for hours worked only, from notification to task completion. The Town established and implemented the "Call Back" policy in 2017, reference; Town of Christiansburg Employee Handbook, section Compensation, Time, and Attendance, Call Back, page 21.

The policy provides a (3) hour minimum for the initial call within the on-call week and a (2) hour minimum for each call after the initial within the week. All on-call hours are compensated at the employees' regular rate unless they exceed 40 hours worked during the workweek, at which time they are compensated at one and one-half times their regular rate of pay per FLSA.

Summary of Review

The (PW) leadership team reevaluated the On-Call Program in FY22. The reevaluation was necessary due to recruitment, retention and morale issues the department has experienced over the past several years. During the reevaluation process, the leadership team worked closely with the Human Resources (HR) Department to try to determine the root cause of the recruitment, retention, and morale issues of its staff.

In the fall of 2021, the PW Department allowed HR to coordinate an employee retention study with the Radford University Industrial/Organizational Psychology graduate program as part of their curriculum. The study consisted of a questionnaire and focus groups to get feedback from employees. Radford University presented an executive summary of the study in December 2021 to the PW Director, HR Director, Assistant Town Manager and Town Manager. The executive summary provided a few key areas the Town needed to focus on to improve retention and morale within the PW Department; with on-call compensation one of those areas.

In February 2022, HR contacted other nearby localities to see if they compensated employees for being on-call. Below is a summary of their findings.

Town of Blacksburg

- 2 week on-call period
- Earn 2 hrs./day during 2-week period or 28 hrs./pay period
- If called in, receive minimum 3 hrs. call-back at automatic OT (1.5 times pay rate)

Montgomery County

- No "standby" pay
- If called in, receive minimum 2 hrs. call-back at regular rate unless exceeding 40 hrs. then based on FLSA rules

Pulaski County

- PSA Water Dept
 - Rotating weekly on-call
 - Vehicle and pager/cell phone provided during on-call
 - Receive 10 hrs. pay/week (2 hrs./day) – (during holidays employee earns 2 hrs. of pay at OT rate + all hrs. called out are at OT rate)
 - All emergency work is paid at automatic OT rate (1 ½ times regular rate) with minimum of 2 hrs.
- General Services
 - Rotating weekly on-call
 - Receive 2 hrs./day or 10 hrs./week – (during holidays employee earns 2 hrs. at OT rate + all hrs. called out at OT rate)
 - All emergency work is paid at automatic OT rate with minimum of 2 hrs. call out

Recommendation

Based on a review of all of the information made available to us during the reevaluation process (as mentioned above), the PW leadership team recommends the following compensation package for staff that perform on-call duties within the department:

- Each employee will earn (2) hours per day at their regular rate, or (14) hours per week when scheduled to be on-call.
- All hours worked when called back will be paid automatically at the employee's overtime rate, (1 ½ times their regular rate).
- Each employee will receive a (2) hour minimum for each call back during their assigned on-call week.

After reviewing the department's current FY23 budgets, I propose funding the compensation package by utilizing the salary savings generated from position vacancies in the first six months of the fiscal year (July 1st to December 31st). This will allow the department to implement the compensation package January 2, 2023, without affecting the current FY23 budget.

Recognizing and acknowledging the strain and restriction on-call duty places on staff, I feel on-call compensation is warranted at this time and will make our department competitive with other localities already providing on-call compensation, as well as address one of the major concerns for employee morale and retention.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

ITEM HISTORY:

None

POTENTIAL ACTIONS:

Discussion/action

INFORMATION PROVIDED:



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

December 13, 2022

ITEM TITLE:

Future capital commitment for purchase order for rescue equipment

DESCRIPTION:

There has traditionally been a delay in having emergency services equipment constructed and the situation has gotten worse. We would like to enter into a purchase order for a replacement ambulance, with an estimated cost of \$400,000 including the power life stretcher. The delivery would be 2025.

There is a projected \$302,700 in the Rescue equipment reserve fund in the current budget and Administration and Finance feel comfortable with planning on purchasing this equipment with rescue reserves and/or Revenue Recovery Fund when the ambulance is completed.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

ITEM HISTORY:

None

POTENTIAL ACTIONS:

Discussion/action



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

December 13, 2022

ITEM TITLE:

Future capital commitment for purchase order for fire equipment

DESCRIPTION:

There has traditionally been a delay in having emergency services equipment constructed and the situation has gotten worse. We would like to enter into a purchase order for replacement of two fire pumper trucks, with an estimated cost of \$1,049,643.00 each. These would replace 1993 Pierce Dash Pumper and a 2000 Pierce Quantum Pumper, for which we are having difficulty obtaining replacement parts. The delivery of the pumpers would be 2026.

There is a projected \$460,000 in the Fire Truck Reserve Fund and Virginia fire program funds and Administration and Finance feel comfortable with planning on purchasing the pumper trucks with the fire reserves, unassigned fund balance, and Virginia fire program funds over the next two years.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

ITEM HISTORY:

None

POTENTIAL ACTIONS:

Discussion/action