



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
DECEMBER 12, 2023 – 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](https://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](https://www.christiansburg.org/publichearings). You may also leave a voicemail with your comments at 540-382-6128, ext. 1109; mail a letter to Town Hall, ATTN: Town Council, 100 E. Main Street, Christiansburg, VA 24073; use the drop box to the left of the front doors at Town Hall to leave a letter; or email [info@christiansburg.org](mailto:info@christiansburg.org). Regardless of the method you use, please include your full name and address with your comments. Please provide comments prior to 6:00 p.m. on Tuesday, December 12, 2023, for the comments to be distributed to Town Council before the meeting.

### REGULAR MEETING

#### I. CALL TO ORDER

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

#### II. ADJUSTMENT OF THE AGENDA

#### III. PUBLIC HEARINGS

#### **IV. CONSENT AGENDA**

- A. Approval of Minutes of November 14, 2023 and December 5, 2023
- B. Monthly Bill List
- C. Contract approval for Assured Data Protection's 3-year contract from \$87,840 to \$118,800
- D. Contract approval for Microsoft Enterprise Agreement purchased through SHI International for \$129,582.57
- E. Contract approval for Bond Counsel for VRA bond issue for \$14,500 for the Wastewater Treatment Plant
- F. Change Order #3 for the 2023 Annual Paving Contract in the amount of \$117,516.56
- G. Set Town Council Public Hearing for February 13, 2024 for a Conditional Use Permit request by Shah Development LLC, property owner, and Kevin Conner, applicant, to allow single-family dwellings at a maximum of one single-family dwelling on each of three lots meeting the R-3 Multi-Family Residential District standards on approximately 0.430 acres located at 685 Liberty Street, N.E. (Tax Parcels 528 – ((2)) – 46A; 48A, and 50A; Parcel IDs 160387, 002758, 160388) zoned B-3 General Business. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- H. Set Town Council Public Hearing for February 13, 2024 for a Conditional Use Permit request by Last Resort, Inc., property owner, and Joseph L. Simmons, applicant, to allow multiple-family dwellings (apartments) meeting the R-3 Multi-Family Residential District standards on approximately 4.841 acres located on the south side of Cambria Street, N.W., west of the Town of Christiansburg Recreation Center at 1600 Cambria Street, N.W. (Tax Parcels 466 – ((A)) - 8C and 8C2; Parcel IDs 032702, 210032) zoned B-3 General Business. There is not a proposed number of units for the development. The maximum permitted residential density is 20 dwelling units per acre. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- I. Set Town Council Public Hearing for February 13, 2024 for a Conditional Use Permit request by RWW 36 LLC, property owner, and Denstock, LLC, applicant, for an amendment to a previously approved planned housing development of 209 multi-family residential dwelling units on approximately 18.77 acres located at the terminus of Farmview Road, N.E. (all of approximately 14.38 acres identified as Tax Parcel 436 – ((A)) – 41, Parcel ID 017576; an approximately 3.31 acre portion identified as Tax Parcel 436 – ((A)) – 38, Parcel ID 021678; an approximately 0.14 acre portion identified as Tax Parcel 436 – ((A)) – 36, Parcel ID 021677; all of approximately 0.77 acres of Tax Parcel 436 – ((A)) – 37, Parcel ID 032861; all of Tax Parcel 436 – ((A)) – 39, Parcel ID 021679; and all of Tax Parcel 436 – ((A)) – 40, Parcel ID 021680) zoned B-3 General Business. The property is designated as Mixed Use with Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

J. Set Town Council Public Hearing for February 13, 2024 for a vacation petition of an unimproved 0.047-acre portion of the eastern most end of Farmview Road, N.E. right-of-way.

**V. INTRODUCTIONS AND PRESENTATIONS**

- A. New River Valley Regional Commission Executive Director Kevin Byrd to provide an update on Commission activities and a presentation with a collaborative New River Valley pandemic response timeline.
- B. Police Chief Chris Ramsey to introduce Officers Nathan Lucas and Chandler Scott as the Police Department's newest academy graduates.
- C. Town of Christiansburg Annual Audit presented by Scott Wickham of Robinson, Farmer, Cox Associates CPAs/Consultants and Finance Director Valerie Tweedie
- D. Finance Director Valerie Tweedie to present the Budget amendment #2 for FY 2023-2024

**VI. CITIZEN COMMENTS**

**VII. COMMITTEE REPORTS**

- A. Central Business Committee Report – Jenkins, Hicks
  - 1. Recommendation for 2023 Façade Grant Awards
- B. Street Committee Report – Hockett, Bishop
  - 1. Subdivision Plat showing Harkrader Townhomes on Tax Parcel Number 556 – ((A)) – 84 (creating 49 new lots)
  - 2. Easement Plat on Tax Parcel Numbers 528 – ((A)) – 72 and 528 – ((A)) – 65 prepared for Montgomery County Board of Supervisors

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

- A. Consideration of Community Support funding request for Wonder Universe (Hockett and Bishop)
- B. Consideration of Community Support funding request for Montgomery Museum of Art and History (Hockett and Bishop)

**IX. STAFF REPORTS**

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

**X. COUNCIL REPORTS**

**XI. OTHER BUSINESS**

- A. Closed Meetings:
  - 1. Request for 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 potential purchase of property located in downtown Christiansburg.
  - 2. Reconvene in Open Meeting
  - 3. Certification
  - 4. Council action on the matters

**XII. ADJOURNMENT**

**Upcoming meetings of Council:**

January 9, 2023, 7:00 p.m. – Regular Meeting

January 23, 2023, 7:00 p.m. – Regular Meeting (subject to Town Council action to continue second and fourth Tuesday meeting schedule)

CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
NOVEMBER 14, 2023 – 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 14, 2023, AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Samuel M. Bishop; Johana Hicks; Tanya Hockett; Casey Jenkins; Henry Showalter; 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; Assistant Director of Public Works, Street Maintenance Travis Moles; Aquatics Director Terry Caldwell; Aquatics Competitive Supervisor Nate Destree; Police Chief Chris Ramsey; Engineering Director Mike Kelley

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilman Bishop.

II. ADJUSTMENT OF THE AGENDA

Councilwoman Hicks made a motion to include a discussion for Façade Grant Program Selections for the Façade Grant Selection Committee under Discussion and Action by Mayor and Town Council, seconded by Councilman Jenkins. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

Town Manager Wingfield clarified that item F. under the Consent Agenda should read 0.151 acreage and item E. under Discussion and Action by Mayor and Council should read .0783 acreage and .1607 acreage.

Councilman Showalter made a motion to remove item I. under Discussion and Action by Mayor and Council. The motion was not considered by Council, as it did not receive a second.

III. PUBLIC HEARINGS

No public hearings

IV. CONSENT AGENDA

- A. Approval of Minutes of October 24, 2023
- B. Monthly Bill List
- C. Award Contract to E.C. Pace Company, Inc., in the amount of \$2,184,941.00 for construction of the Silver Lake Sewer Interceptor Phase II Project
- D. Set Town Council Public Hearing for January 9, 2024 for a Conditional Use Permit request for Trustees of Blacksburg Church of Christ Missions & Cole Burch Properties LLC, property owners, and Carter Machinery Company, Inc., applicant, to allow for machinery and equipment sales, service and storage, and for a contractors equipment storage yard, and for rental of equipment commonly used by contractors, on approximately 5.81 acres located south of Roanoke Street and west of Simmons Road, SE, also addressed as 2091 and 2095 Roanoke Street including several vacant parcels (Tax Parcels 499 – ((A)) – 15; 499 – ((16)) – 4A, 5, 6, 7, 8, 8A, 9, 10, 11, and 12; 529 – ((1)) – 13-19 and 23-26; and 529 – ((2)) – 4-9; Parcel IDs 007705, 014072, 007704, 014069, 020750, and 230046) and the recently vacated Alma Street right-of-way and zoned B-3 General Business. The property is designated as Mixed Use w/ Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- E. Set Town Council Public Hearing for January 9, 2024 for a Conditional Use Permit request for Conditional Use Permit request by HS Development II LLC & STMOP LLC, property owners, and HS Development II LLC, applicant, to allow for a planned housing development consisting of a 114-unit apartment community on approximately 7.497 acres located at the terminus of Sunset Drive, NE (Tax Parcels 436 – ((A)) – 22A, 23A, 42, and 43; Parcel IDs 001575, 021982, 007729, 024266) and zoned B-3 General Business. The property is designated as Mixed Use w/ Buffer (Residential/Business) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- F. Set Town Council Public Hearing for January 9, 2024 for a street vacation request by HS Development II, LLC for the vacation of a 1.151-acre portion of the existing public street and right-of-way at the southern terminus of Sunset Drive N.E.

Councilman Wilson made a motion to approve the consent agenda with the changes clarified by Town Manager Wingfield, seconded by Councilman Bishop. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

## V. INTRODUCTIONS AND PRESENTATIONS

- A. Aquatics Director Terry Caldwell and Competitive Supervisor Nate Destree to present on Competitive Pool Operations

Aquatics Director Terry Caldwell presented to Council information concerning the Aquatic Center's competitive pool. Ms. Caldwell explained that this was the Aquatic Center's 13<sup>th</sup> year of operation and felt that out of all the areas at the facility the Competitive Pool was the most misunderstood area. She noted that Nate Destree, Competitive Supervisor, had joined the Aquatic Center five years ago and had since recruited large swim meets and professional athletes to Christiansburg. Ms. Caldwell noted that the Aquatic Center has had a large economic impact on the Town by hosting swim meets and accommodating athletes and their families in Christiansburg's restaurants and hotels.

Nate Destree gave a brief overview of the competitive pool area and described several updates to the pool. He explained that with Council's support along with Virginia Tech, two new scoreboards had been purchased and provided for the competitive pool area: one scoreboard not only used for diving competitions but as a secondary board in the facility's larger championship meets, and the second scoreboard was more centrally located to competition and championship courses. He added that in order to continue hosting upcoming championship meets they had updated their bulkhead in the competitive pool and changed out fluorescent light bulbs for LED lights.

Mr. Destree provided a list of the competitive programs and organizations that rented space to practice or host events at the competitive pool and spoke about the practicing youth teams that make up a majority of the meets that the Aquatic Center hosts.

Mr. Destree expressed that one of the main concerns in the community came from working residents unable to use the lap pool due to their work schedules. He noted that Tuesday and Thursday evenings from 5:30 to 7:30 the lanes would be open to the public unless there were meets during those times. He explained that the facility continues to use a reservation system for lap lanes which aids in contacting customers if there is a conflict with the reservation. Mr. Destree concluded that due to Council's continued support of upgrades and maintenance as well as support from the hotels and restaurants in the community, the Aquatic Center continues to welcome the swimmers and their coaches on an annual basis.

Ms. Caldwell explained to Council they would be removing old scoreboard beams soon and that the Aquatics Advisory Board would determine how the facility would fill that space. She noted that she would like to see professional sponsorship replace the beams. Ms. Caldwell talked about the Aquatic Center's HVAC system that had been installed in 2010 and expressed that the system was at the end of its expiration and only operating at 50 percent. She explained that the Town's Engineering Department had sent out a Request for Proposal (RFP) for professional engineering services. She also stated the preliminary engineering analysis received estimated that it would take \$7 million total

to complete the work. Ms. Caldwell explained to Council that in order to continue operating at the same level, the HVAC replacement was imperative.

Ms. Caldwell touched on a possible new installation called the Ninja Cross, a ninja warrior-type course that would suspend over the competitive pool and could be lowered in 60 seconds for use. She noted that new features would attract more customers and even though she was not asking for funds to install the ninja course, she would like for Council to keep it in mind. Councilwoman Hicks expressed interest in the Ninja Cross course and inquired the cost of installment. Ms. Caldwell explained that the prices vary depending on how much of the pool you would want covered but noted that for the entire pool it would cost \$350,000. Councilwoman Hicks also asked about the Aquatic Center losing electricity and how it would affect a swim meet. Ms. Caldwell explained that the facility does not have a backup generator, so if the electricity was not restored quickly everyone would have to leave the facility. Councilwoman Hicks asked Mr. Wingfield to research generator costs. Councilman Showalter suggested the Town focus more on HVAC costs.

Ms. Caldwell thanked Councilman Showalter for his service on Town Council and wished him the best. Councilman Showalter noted that the Aquatic Center was an incredible facility and expressed his appreciation for the staff's hard work over the years.

## VI. CITIZEN COMMENTS

Chris Waltz, 1370 Rigby Street, expressed concern for the closed meeting session on the agenda and expressed that the public had a right to hear the discussions of Town Council. Mr. Waltz also thanked Councilman Showalter for his service on Council.

## VII. COMMITTEE REPORTS

### A. Street Committee Report – Bishop, Hockett

1. Subdivision Plat and Dedication of Easements for NRV Marketplace, LLC at 2705 Market Street, NE showing Parcels G, H, N, O, P, Q, R, S, T, U, and Revised Lot 1 (creating 10 lots)

Councilwoman Hockett explained that the Street Committee had reviewed the subdivision at the Marketplace, and the subdivision would create 10 lots on different parcels in line with different businesses currently there. Assistant Town Manager Andrew Warren added that the subdivision would take place in different areas where buildings were located and that each building would be on its own parcel. He explained that the Town would have to meet open space requirements but that it does meet Town code as long as it's shown to have paved access to a street in each parcel. Mr. Warren added that parking was still calculated per the proposed use and the plat also shows a variety of public and private utility easements. He further stated that the public utility and drainage

easements are conveyed to the Town while the private utility and drainage easements are conveyed from one parcel to another as noted on the plat.

Councilwoman Hockett made a motion to approve the subdivision plat and dedication of easements for 2705 Market Street, NE, seconded by Councilman Bishop. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

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

- A. Street closure for Christmas Parade to be held on December 8, 2023 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 Wilson made a motion to approve the street closure for the December 8, 2023 Christmas Parade, seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- B. Resolution to Adopt Budget Amendment #1 for FY 2023-24. The Public Hearing was held October 24, 2023.

Councilwoman Hicks made a motion to approve the resolution to Adopt Budget Amendment #1 for FY 2023-24, seconded by Council Wilson. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- C. Resolution to Appropriate Funds for Budget Amendment #1 for FY 2023-24

Councilwoman Hockett made a motion to approve the resolution to Appropriate Funds for Budget Amendment #1 for FY 2023-24, seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- D. Resolution to Authorize the Exchange of Property request by the Town of Christiansburg that an approximately 0.2665-acre (11,609 square feet) southwest portion of a certain tract or parcel of land at 1025 W. Main Street (Tax Map 556 – ((A)) – 48A; Parcel ID 020000) situate, lying and being located along W. Main Street in the Town of Christiansburg, Virginia; with an equal Exchange of Property request by Jimmy Martin that the approximately 0.2665 acres (11,609 square feet) northeast portion of a certain tract or parcel of land (Tax Map 556 – ((A)) – 47; Parcel ID 004777) situate, lying and being located along W. Main Street in the Town of Christiansburg, Virginia. The

exchange is for the College Street Stormwater Project. The Public Hearing was held October 24, 2023.

Councilwoman Hockett made a motion to approve the resolution to Authorize the Exchange of Property request at 1025 W. Main Street, seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- E. Resolution to Authorize the Deeds of Bargain and Sale requested by the Town of Christiansburg for an approximate 0.1316-acre (5,734 square feet) southeast portion of a certain tract or parcel of land at 1000 College Street, NW (Tax Map 526 – ((A)) – 50; Parcel ID 001688) owned by Donna Louise Saul; for an approximate 0.2591-acre (11,286 square feet) southeast portion of a certain tract or parcel of land at 1010 College Street, NW (Tax Map 556 – ((A)) – 49; Parcel ID 001749) owned by Brian Kelly Bishop and Shauna Lee Hudson (also known as Shauna Lee Bishop); and for an approximate 0.4850-acre (21,125 square feet) southeast portion of a certain tract or parcel of land at 1040 College Street, NW (Tax Map 526 – ((A)) – 46; Parcel ID 017625) owned by Margie Lee Woods; all three properties situate, lying and being located along College Street, NW in the Town of Christiansburg, Virginia. The purchase of the land is for the College Street Stormwater Project.

Councilwoman Hicks made a motion to approve the resolution, with noted changes to acreage, to authorize the Deeds of Bargain and Sale requested by the Town of Christiansburg at 1000 College Street, 1010 College Street, and 1040 College Street, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- F. 2022 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 held October 24, 2023.

Councilman Wilson made a motion to approve the 2022 U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Consolidated annual Performance and Evaluation Report (CAPER), seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- G. Resolution Establishing Rates for Cost Reimbursement for Fire Services in accordance with Section 26-136, Cost Reimbursement for Fire Services, of Chapter 26 “Public Safety” of the Christiansburg Town Code

Councilwoman Hockett made a motion to approve the resolution Establishing Rates for Cost Reimbursement for Fire Services in accordance with Christiansburg Town Code, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- H. Resolution Setting Forth the Town of Christiansburg 2024 Legislative Positions

Councilwoman Hockett made a motion to approve the resolution Setting Forth the Town of Christiansburg 2024 Legislative Positions, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

I. Town Council compensation (Wilson and Bishop)

Councilman Wilson expressed that it had been numerous years since Council's salary had changed and wanted to propose the Town Mayor's salary increase to \$10,500, the Town Council's salary increase to \$8,500, and an additional \$1,000 for the Vice-Mayor effective January 1, 2024.

Councilman Showalter felt this discussion should be tabled so new Councilmembers could have a voice on the subject. Mr. Showalter also noted that board members and committee members should have their compensation looked at as well. Councilman Wilson agreed. Councilman Bishop agreed with Councilman Wilson and expressed that it had been years since Town Council has had a raise and added that surrounding municipalities had higher salaries. Councilwoman Hicks agreed and expressed that she supported other board and committee members receiving higher compensation as well.

Councilman Wilson made a motion to increase Town Council's salary to \$8,500, the Town Mayor's salary to \$10,500, and to add an additional \$1,000 to the Vice-Mayor's salary, seconded by Councilman Bishop. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Nay; Jenkins – Aye; Showalter – Nay; Wilson – Aye.

J. Central Business Committee Façade Grant Program Selection Committee

Councilwoman Hicks explained that the Central Business Committee had chosen Council-Elect Kim Bowman, Astleigh Hill, and Lauren Trice to serve on the Façade Grant Program Selection Committee and would like Council's approval.

Councilwoman Hockett questioned if there would be a conflict for Council-Elect Bowman to serve on the selection committee. Councilwoman Hicks explained that she hoped the committee would finalize their decisions by the end of the year.

Councilwoman Hicks made a motion to approve Council-Elect Kim Bowman, Astleigh Hill, and Lauren Trice to serve on the Façade Grant Program Selection Committee, seconded by Councilman Jenkins. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

IX. STAFF REPORTS

A. Town Manager

Town Manager Wingfield inquired if Council would like to gift the annual employee gift cards for the holidays this December. Councilwoman Hockett questioned if Town fire and EMS volunteers receive gift cards for the holidays as well. Councilman Showalter

agreed with supporting the volunteers and suggested that since time was a factor, Council could have a special meeting to discuss. Finance Director Valerie Tweedie explained that when you offer compensation to volunteers, they are deemed an employee of the Town and not a volunteer. Councilman Showalter asked Mr. Wingfield, Mr. Broughton, and Mrs. Tweedie to discuss further and bring their thoughts back to Council.

Councilman Showalter made a motion to allow the purchase of \$50 holiday gift cards for full-time and \$25 cards for part-time employees (with part-time is considered having worked at least 6 months and averaging at least 20 hours), seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

Mr. Wingfield reported on upcoming Town events in December which included the Christmas Parade and Tree Lighting on Main Street, Christmas at the Market, Winter Wonderland, and Santa Coming to Town. He added that the Light up Your Home Contest would occur again this year and noted that more information could be found on the Town's website.

Mr. Wingfield reported that Town Hall would close Wednesday, November 22<sup>nd</sup> - Friday, November 24th for the Thanksgiving holiday and included that the Aquatic Center and Parks and Recreation Administrative Offices would be closed during those times.

Mr. Wingfield also noted that Council could consider allowing Council-Elect Kim Bowman to attend the Closed Meeting on the agenda. He explained that the election had not been certified and it was Council's decision who they would allow in the meeting. Councilwoman Hicks expressed she was fine with Mrs. Bowman attending. Councilman Bishop asked if a non-disclosure form had been signed by Mrs. Bowman. Councilwoman Hockett expressed that she did not anticipate a different outcome with the election but would like Mrs. Bowman to sign the non-disclosure form first.

Councilwoman Hicks made a motion to allow Council-Elect Kim Bowman to attend the Closed Meeting, the motion was not considered by Council as it did not receive a second.

Mayor Barber asked Mrs. Bowman if she would sign the non-disclosure agreement. Mrs. Bowman answered that she would need to speak with her attorney first.

Councilwoman Hockett made a motion to allow Ms. Bowman to attend the Closed Meeting if she signed the non-disclosure agreement, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Hicks – Nay; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- B. Town Attorney – no report.
- C. Other Staff – no report.

X. COUNCIL REPORTS

Councilwoman Hicks thanked the community for re-electing her to Town Council. She also congratulated Derek Kitts on his election win to the Montgomery County Board of Supervisors.

Councilman Wilson reported that on November 3<sup>rd</sup> he and Councilwoman Hicks had attended an event called Golden Halo, sponsored by the Children's Trust. Mr. Wilson acknowledged the Police Department's involvement in this event and expressed how moving the content was. He explained this was to recognize and honor contributions to the cause of child abuse and prevention, intervention, and advocacy in the surrounding areas. Mr. Wilson congratulated everyone that had won awards and had stood up and protected the children in the community.

Councilman Jenkins expressed his appreciation for veterans and their service, and the words expressed by Councilman Wilson at the recent Veterans Day Parade.

## XI. OTHER BUSINESS

### A. Closed Meeting:

1. Councilman Bishop 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 disposition property located at the intersection of Peppers Ferry Road, N.W. and Booker T. Washington Parkway, N.W. (approximately 5 acres of the northeastern portion of Tax Parcel 435 – ((A)) – 3A; Parcel ID 270079).
2. A request to enter into a Closed Meeting under Code of Virginia § 2.2-3711(A)(8), for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. The Closed Meeting is being held for discussion of potential participation in a class action lawsuit against DuPont and 3M regarding aqueous film forming foams product liability litigation. The motion was seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.
3. Reconvene in Open Meeting
4. Certification

Councilman Bishop made a motion 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

Wilson. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

5. Council action on the matters

Mayor Barber explained that Town Council had agreed to further negotiations for the transfer of property located at the intersection of Peppers Ferry Road, N.W. and Booker T. Washington Parkway, N.W.

Mayor Barber added that Council had made a recommendation to join the class action lawsuit against DuPont and 3M regarding aqueous film forming foams product liability litigation.

Councilman Wilson made a motion to proceed with the matters discussed in the Closed Meeting, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

Mayor Barber reminded Council of the instructions for the employee evaluation concerning Town Manager Wingfield and noted the deadline for completion would be December 18<sup>th</sup>.

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:14 p.m.

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Tracy Heinline, Clerk of Council

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D. Michael Barber, Mayor



## AGENDA

WORK SESSION OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
Tuesday, December 5, 2023 – 5:30 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Clerk of Council Tracy Heinline; Finance Director Valerie Tweedie; Fire Chief Billy Hanks; Police Chief Chris Ramsey; Radio Technician Pete Haislip

### WORK SESSION

#### I. Call To Order

Mayor Barber called the work session to order. Town Manager Randy Wingfield gave a brief background of the New River Valley Emergency Communication Regional Authority and introduced Executive Director Jason Milburn.

#### II. Presentation By New River Valley Emergency Communications Regional Authority Executive Director Jason Milburn

Executive Director Jason Milburn presented to Council a brief overview of the Authority and then presented information regarding a regional communications system proposal. Mr. Milburn explained that since 2016 Montgomery County, Town of Blacksburg, Town of Christiansburg, and Virginia Tech made up a consolidated 911 dispatch service that provides services to four police agencies and eleven fire and rescue agencies. He spoke about call volumes explaining that they included 911 emergency situations as well as non-emergency. Mr. Milburn explained that several outbound calls are placed as well, which are calls made on behalf of citizens as well as transfers for responders and citizens. When all these calls are taken, they are then transferred to calls for service among law enforcement, fire, and rescue. Mr. Milburn noted that dispatchers receive approximately 121,000 calls a year.

Mr. Milburn explained that APCO project-25 was a nationwide digital radio technical standard developed in 1989 to ensure public safety land mobile radio interoperability and functionality. He added that there was no other digital radio standard supported by federal grant funding. He explained that currently every law enforcement, fire, and rescue agency in the Towns have their own radio system they manage stacked upon other radio systems with other agencies. This new system would combine all the radio systems into one large system that would work together. Communication difficulties. All had their own radio systems-stacked on top of each other. Mr. Milburn also explained that several consultant studies have been performed over the last ten plus years, but those studies/projects have been postponed due to financial or other reasons. All three studies recommended a P25 compliant trunked radio system to be shared by all stakeholders. Mr. Milburn explained that one of the primary goals for dispatch is to upgrade to digital technology due to issues of capacity, coverage, clarity, and lack of security. He added that radio signals were an issue as well and gave several examples of signals being lost during communications.

Mr. Milburn acknowledged the magnitude of the new project and explained that other jurisdictions would need to be involved with the financial aspect of the project. He explained that the P25 system would be the best fit countywide and gave examples of other universities, localities that currently use the system. He added the project would be sold as a system and the towers would be placed at eleven different sites to serve everyone. Mr. Wingfield explained that currently there are nine towers in the area so two will need to be added as well as new handheld and vehicle radios.

Mr. Milburn moved on to speak about the cost breakdown for the new dispatch system explaining that the full list price of the project would be looked at based on the consultants estimates. He explained that all four jurisdictions would share the dispatch center equipment, spare fixed equipment, and consulting fees at 25% each. He added that the assumption would be two new north sites would only benefit Montgomery County calls/agencies. Mr. Milburn provided the estimated costs for the new system and explained that the estimations were based on what the consultants had seen from other localities. He expressed that radio grants had been applied for but with unsuccessful outcomes. Mr. Milburn went on to show how the cost would be divided between the four localities showing the Town of Christiansburg spending roughly \$4,656,341, not including interest on a bond. He explained that the Authority is a government agency which meant they could hold a bond or other financing for a project and that a Memo of Agreement (MOA) would be needed from each locality. He added that a 20-year term had been discussed but wanted to rely on their financial advisor in the end.

In conclusion, Mr. Milburn explained the projected timeline for the P25 compliant trunked radio system would begin with proposals to governing bodies in December 2023, followed by a consensus to move forward with the project in the first quarter of 2024. He added that Requests for Proposals would follow along with debt issuance and optimistically a contract signing in December 2024. Mr. Milburn explained it would take approximately 30-36 months to build the system, expecting completion in August 2027.

### III. COUNCIL DISCUSSION OF PRESENTATION

Councilwoman Hicks expressed concern for the financial side of the project and noted she would like to see Montgomery County invest more funds into this project, possibly funding for the Town

of Blacksburg as well. Mr. Wingfield explained that the 911 Authority Board had discussed and debated over the cost for each locality and felt due to the radio usage and who would be on the towers they felt it was split fairly. Councilwoman Hockett expressed that she thought the cost was reasonably split among the localities and was glad to see the cost of the radios split the way they should be. She added that when you join an authority you should expect to split costs equally. Mayor Barber agreed that Council should begin discussing the project immediately and did not want to focus on what locality should spend more for the service. He added that time was imperative, and the costs could increase if they waited.

Councilwoman Hockett questioned how grants would be allocated if approved in the future. Mr. Milburn explained that grants would be stretched across the other municipalities based on percentages or paid directly to the loan owed. Councilman Wilson expressed that this had been a need for some time and his wish was to place it on the Council agenda as soon as possible.

Fire and Rescue Chief Billy Hanks noted an updated system has been needed for some time and that first responders need to be taken care of in order to communicate effectively during emergencies. Police Chief Chris Ramsey added that the radio equipment was so dated that at some point the localities would not have the ability to upgrade. Radio Technician Pete Haislip expressed that he works with the majority of the radio equipment and works closely with the Public Works Department's safety equipment. He explained that Public Works system would fail soon due to expiration and that the public safety system would be following behind Public Works in approximately seven years. Mr. Haislip suggested Public Works be included in the project as well.

Mayor Barber asked for a consensus from the group to move forward with placing the project on the Council agenda and all agreed.

#### IV. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 6:36 p.m.

#### Upcoming meetings of Council:

December 12, 2023, 7:00 p.m. – Regular Meeting

~~December 26, 2023, 7:00 p.m. – Regular Meeting CANCELED~~

January 9, 2024, 7:00 p.m. – Regular Meeting

**TOWN OF CHRISTIANSBURG**  
**TO BE PAID BILL LIST 12-15-2023**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Department</b>
A MORTON THOMAS AND ASSOCIATES INC	ROANOKE ST SIDEWALKS	\$14,858.74	CAPITAL PROJECTS
A MORTON THOMAS AND ASSOCIATES INC	Resiliency Plan	\$10,062.50	CAPITAL PROJECTS STORM WATER
ADAMS CONSTRUCTION CO.	71 TONS SM-9.5 AL W/RAP	\$6,514.83	STREETS
AECOM TECHNICAL SERVICES INC	Bridge Inspections	\$4,980.00	STREETS
ALL PEST CONTROL INC	MONTHLY PEST CONTROL - TOWN HALL	\$90.00	BUILDING MAINTENANCE
ALVIS-LAING ELECTRIC COMPANY	LABOR/MATERIALS - ELECTRICAL WORK RESCUE	\$2,401.11	RESCUE
ALVIS-LAING ELECTRIC COMPANY	Installation of new Emergency Generator	\$18,330.00	PARKS & RECREATION
ALVIS-LAING ELECTRIC COMPANY	LABOR/MATERIALS - PEPPERS FRY PUMP STATIC	\$1,062.04	SEWER OPERATIONS
AMERICAN BUILDERS & CONTRACTORS SU	ALUMINUM TRIM - PW	\$133.45	FLEET MAINTNANCE
AMERICAN MINE RESEARCH INC.	AMR Pemco Generator Monitoring Program	\$10,945.30	PARKS & RECREATION
AXON ENTERPRISE INC	BELT CLIP - PD	\$41.75	POLICE DEPARTMENT
BLUE RIDGE ANALYTICAL LLC	LAB TESTING - WWTP	\$8,747.00	WASTE WATER TREATMENT PLANT
BOXLEY ASPHALT LLC	7 TONS SURFACE MIX 9.5AL	\$634.27	STREETS
BOXLEY ASPHALT LLC	2023 Primary Extension Paving	\$596,051.93	CAPITAL PROJECTS
BOXLEY ASPHALT LLC	FY23 ANNUAL PAVING	\$175,322.39	CAPITAL PROJECTS
BROOKS TITLE & ESCROW LLC	TITLE EXAM FEE	\$1,412.40	COLLEGE STREET DRAINAGE PROJEC
BROWNELLS INC.	TRIPOD - PD SUPPLIES AND MATERIALS	\$461.11	POLICE DEPARTMENT
CAMBRIDGE COMPUTER SERVICES INC	Server Room UPS	\$13,298.78	INFORMATION TECHNOLOGY
CAMBRIDGE COMPUTER SERVICES INC	VMware Maintenance Renewal	\$9,162.64	INFORMATION TECHNOLOGY
CAMBRIDGE COMPUTER SERVICES INC	CONSULTING SERVICES FOR M365	\$450.00	INFORMATION TECHNOLOGY
CARROT-TOP INDUSTRIES INC.	FLAG - AQUATICS	\$361.98	AQUATICS
CARTER MACHINERY	GENERATOR SERVICE CONTRACT - MIDWAY PS	\$362.25	SEWER OPERATIONS
CARTER MACHINERY	GENERATOR SERVICES CONTRACT - BELMONT P	\$362.25	SEWER OPERATIONS
CARTER MACHINERY	GENERATOR SERVICE CONTRACT - BELMONT PS	\$382.95	SEWER OPERATIONS
CARTER MACHINERY	GENERATOR SERVICE CONTRACT - MIDWAY PS	\$382.95	SEWER OPERATIONS
CDW LLC	Adobe Acrobat Pro for enterprise - Sub - 1yr	\$68.46	POLICE DEPARTMENT
CENTURY ENGINEERING INC	RFP for Stafford Drive Signal	\$30,643.75	CAPITAL PROJECTS
CENTURY ENGINEERING INC	CEI FOR N FRANKLIN/WADES PED IMPROVEMEN	\$3,339.48	CAPITAL PROJECTS
CENTURY ENGINEERING INC	HICKOK STREET IMPROVEMENTS	\$8,660.70	CAPITAL PROJECTS STORM WATER
CERTIFIED POWER INC	REPAIR - PW	\$400.47	STREETS
CHA CONSULTING INC	WWTP IN-PLANT OPS ASST - OCT 2023	\$686.25	WASTE WATER TREATMENT PLANT
CHA CONSULTING INC	BIOSOLIDS MNGMENT - OCTOBER 2023	\$452.65	WASTE WATER TREATMENT PLANT
CHA CONSULTING INC	CBURG ANNUAL WET TESTING - WWTP	\$3,294.42	WASTE WATER TREATMENT PLANT
CHA CONSULTING INC	ELECTRICAL BLDG RENOV DESIGN/BID	\$38,200.00	WASTE WATER TREATMENT PLANT
CHA CONSULTING INC	SCREW PUMP REPLACEMENT DESIGN/BID	\$55,403.50	WASTE WATER TREATMENT PLANT
CHA CONSULTING INC	SEWER REHAB/ARROWHEAD SEWER SHED	\$25,996.50	CAPITAL PROJECTS SEWER
CINTAS CORPORATION NO. 2	FIRE DEPT - UNIFORMS	\$35.58	FIRE

**TOWN OF CHRISTIANSBURG**  
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CINTAS CORPORATION NO. 2	UNIFORMS - PW	\$915.03	STREETS
CINTAS CORPORATION NO. 2	PWWS/STORMWATER - UNIFORMS	\$12.52	WATER OPERATIONS
CINTAS CORPORATION NO. 2	PWWS - UNIFORMS	\$85.33	WATER OPERATIONS
CINTAS CORPORATION NO. 2	PWW/STORMWATER - UNIFORMS	\$12.52	WATER OPERATIONS
CINTAS CORPORATION NO. 2	SEWER PUMP OP UNIFORMS	\$399.30	SEWER OPERATIONS
CINTAS CORPORATION NO. 2	PWWS/STORMWATER - UNIFORMS	\$145.60	STORM WATER OPERATIONS
CITY ELECTRIC SUPPLY CO	ELECTRICAL MATERIALS - PW	\$53.92	STREETS
CITY ELECTRIC SUPPLY CO	STREET LIGHT MATERIALS	\$77.90	STREETS
CMC SUPPLY INC.	SEWER PUMP OP SUPPLIES/MATERIALS	\$253.24	SEWER OPERATIONS
COLE TRUCK PARTS INC	VALVE RELAY - PW	\$236.32	STREETS
COLE TRUCK PARTS INC	ACTUATOR/TURBO - SOLID WASTE	\$5,504.49	SOLID WASTE
COLLINS WELDING AND FABRICATION LLC	Removal of upper and lower I beams from old s	\$1,703.00	AQUATICS
CONCRETE PIPE & PRECAST LLC	VALVE VAULT - PWWS	\$975.00	WATER OPERATIONS
CONTINENTAL WESTERN CORPORATION	CLOTHING: ATHLETIC, CASUAL, DRESS, UNIFORM	\$2,385.10	STREETS
CORE & MAIN LP	METER ADAPT RINGS - PWW	\$81.20	WATER OPERATIONS
DATA MANAGEMENT INC	TIME CLOCK 12-28-23 TO 01-24-24	\$1,208.30	FINANCE
DATA NETWORK SOLUTIONS INC	HPE Aruba Support Renewal	\$12,437.41	INFORMATION TECHNOLOGY
DISPLAY SALES COMPANY	18 IN RED VELOUR BOX - PW	\$560.40	STREETS
DUNCAN FORD MAZDA	TOWING VEH FOR PD	\$85.00	POLICE DEPARTMENT
DUNCAN FORD MAZDA	PW - REPAIRS 2008 FORD EXP	\$300.95	STREETS
DUNCAN FORD MAZDA	PW-294 PARTS	\$88.22	STREETS
EAST COAST EMERGENCY VEHICLES LLC	WHELEN LIGHTS - PW	\$181.44	WATER OPERATIONS
EASY KLEEN PRESSURE SYSTEMS LTD	HOSE REEL - WASH BAY	\$236.21	FLEET MAINTNANCE
ELECTRICAL SUPPLY CO	LED BULBS - PD	\$14.20	POLICE DEPARTMENT
ELECTRICAL SUPPLY CO	DOWNTOWN LIGHTING MATERIALS	\$837.28	STREETS
ELECTRICAL SUPPLY CO	WASH BAY MATERIALS/SUPPLIES	\$53.20	FLEET MAINTNANCE
ELECTRICAL SUPPLY CO	AQUATICS - MATERIALS/SUPPLIES	\$301.50	AQUATICS
ELECTRICAL SUPPLY CO	AQUATICS LED LIGHTS	\$1,105.23	AQUATICS
EMS MANAGEMENT & CONSULTANTS INC	COLLECTIONS 10-31-23	\$495.49	RESCUE
ENVIRONMENTAL LAND WASTE MANAGEN	SLUDGE HAULING - OCTOBER 2023	\$20,582.19	WASTE WATER TREATMENT PLANT
ENVIRONMENTAL LAND WASTE MANAGEN	NOVEMBER 2023 SLUDGE HAULING	\$40,020.99	WASTE WATER TREATMENT PLANT
ENVIRONMENTAL RESOURCE ASSOC.	EC Standards for Lab	\$2,070.24	WASTE WATER TREATMENT PLANT
EVOQUA WATER TECHNOLOGIES LLC	bearings for Primary	\$6,094.00	WASTE WATER TREATMENT PLANT
EXCEL TRUCK GROUP	FENDER QTR - PW	\$223.01	STREETS
EXCEL TRUCK GROUP	REMAN SHOE KITS - SOLID WASTE	\$526.46	SOLID WASTE
FERGUSON ENTERPRISES INC #75	PD BLDG GRNDS SUPPLIES	\$159.73	POLICE DEPARTMENT
FERGUSON ENTERPRISES INC #75	STOCK METERS, MATERIALS, SUPPLIES	\$1,918.84	WATER OPERATIONS

**TOWN OF CHRISTIANSBURG**  
**TO BE PAID BILL LIST 12-15-2023**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Department</b>
FERGUSON ENTERPRISES INC #75	STOCK SEWER SUPPLIES	\$5,292.48	SEWER OPERATIONS
FIRE RESCUE AND TACTICAL INC	BLDG INSPECTION UNIFORM SUPPLIES	\$169.99	BUILDING INSPECTIONS
FIRE RESCUE AND TACTICAL INC	VELCRO NAME PLATE - PW	\$5.00	STREETS
FIRE RESCUE AND TACTICAL INC	RESCUE UNIFORM SUPPLIES	\$221.37	RESCUE
FLEET PRIDE INC	STOCK FUEL FILTERS/AIR ELEMENTS - PW MULT	\$286.45	STREETS
FLEET PRIDE INC	FILTERS - PW	\$32.12	STREETS
FLEET PRIDE INC	STOCK FUEL FILTERS/AIR ELEMENTS - PW MULT	\$131.89	SOLID WASTE
FLEET PRIDE INC	STOCK FUEL FILTERS/AIR ELEMENTS - PW MULT	\$4.31	FLEET MAINTNANCE
FLEET PRIDE INC	STOCK FUEL FILTERS/AIR ELEMENTS - PW MULT	\$14.36	BUILDING MAINTENANCE
FLEET PRIDE INC	STOCK FUEL FILTERS/AIR ELEMENTS - PW MULT	\$17.10	PARKS & RECREATION
FLEET PRIDE INC	STOCK FUEL FILTERS/AIR ELEMENTS - PW MULT	\$4.31	CEMETERY
FLEET PRIDE INC	STOCK FUEL FILTERS/AIR ELEMENTS - PW MULT	\$8.70	WATER OPERATIONS
FLEET PRIDE INC	STOCK FUEL FILTERS/AIR ELEMENTS - PW MULT	\$4.52	WASTE WATER TREATMENT PLANT
FORESIGHT DESIGN SERVICES	COLLEGE ST RIGHT OF WAY SURVEY	\$3,132.50	BUILDING INSPECTIONS
FORTIFY LEADERSHIP GROUP LLC	2ND HALF LOCAL GOVT LEADERSHIP DEV PROG	\$2,273.50	HUMAN RESOURCES
G & H APPLIANCE INC.	KITCHEN STOVE/RANGE - RESCUE	\$2,354.00	RESCUE
GALLS PARENT HOLDINGS LLC	PD UNIFORM SUPPLIES	\$6,239.17	POLICE DEPARTMENT
GEORGE J PETRONIS ENT INC	PO 24300085 AMMUNITION	\$6,547.00	POLICE DEPARTMENT
GRAINGER	STREET LIGHTS - PW	\$142.80	STREETS
GRANTURK EQUIPMENT CO. INC	PACKER PRESSURE TUBE - SOLID WASTE	\$918.46	SOLID WASTE
HACH COMPANY	A23792 Deuterium Lamp for transmittance read	\$2,768.00	WASTE WATER TREATMENT PLANT
HALL'S GARAGE DOORS INC	SERVICE CALL - SAFETY EYE WIRE - RESCUE	\$185.00	RESCUE
HALL'S GARAGE DOORS INC	MOVE WASH BAY DOORS - BLDG & GRNDS	\$1,000.00	FLEET MAINTNANCE
HAZEN AND SAWYER	Walters Wastewater Lift Station Replacement Pi	\$6,208.50	CAPITAL PROJECTS SEWER
HAZEN AND SAWYER	Walters Wastewater Lift Station Replacement Pi	\$1,040.00	CAPITAL PROJECTS SEWER
HD SUPPLY INC	SOCKETS - STOCK WATER SUPPLIES	\$97.39	WATER OPERATIONS
HD SUPPLY INC	STOCK METER ADAPTERS - PWW	\$199.01	WATER OPERATIONS
HD SUPPLY INC	Lab supplies and sludge judges	\$3,093.95	WASTE WATER TREATMENT PLANT
HENDERSON PRODUCTS INC	MATERIAL HANDLING, CONVEYORS, STORAGE E	\$95,512.80	STREETS
HOSE HOUSE INC.	PW-298 GAUGE SALT BRINE PARTS	\$56.80	STREETS
HURT & PROFFITT INC	ROANOKE STREET SIDEWALKS	\$2,466.09	CAPITAL PROJECTS
HURT & PROFFITT INC	BUFFALO WATER STORAGE TANK REPLACEMENT	\$1,450.00	CAPITAL PROJECTS WATER SEWER
HURT & PROFFITT INC	SILVER LAKE SEWER INTERCEPTOR	\$2,558.75	CAPITAL PROJECTS SEWER
IDEXX DISTRIBUTION INC.	Colilert Lab standards	\$225.03	WASTE WATER TREATMENT PLANT
INTERSTATE BATTERY SYSTEM OF ROANOKE BATTERIES - PW		\$568.80	STREETS
INTERSTATE BATTERY SYSTEM OF ROANOKE BATTERIES - PW MULT		\$142.95	PARKS & RECREATION
INTERSTATE BATTERY SYSTEM OF ROANOKE BATTERIES - PW MULT		\$291.90	WATER OPERATIONS

**TOWN OF CHRISTIANSBURG**  
**TO BE PAID BILL LIST 12-15-2023**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Department</b>
IV LABS INC	PH Buffers - WWTP	\$636.00	WASTE WATER TREATMENT PLANT
JAMES RIVER EQUIPMENT-SALEM	SWITCH - PW	\$69.15	STREETS
JAMES RIVER LASER & EQUIPMENT LLC	Handheld Gasclip monitors	\$1,490.00	SEWER OPERATIONS
JOHNSON CONTROLS	ALARM SYSTEM MAINTENANCE - REC DEPT	\$4,007.55	PARKS & RECREATION
JONES ROAD & BRIDGE INC	Roanoke St SW at 460 Bypass (I	\$303,854.06	CAPITAL PROJECTS
JOSEPH O REED	STATE INSP - PD CARS	\$225.00	POLICE DEPARTMENT
KINGS TIRE SERVICE INC	TIRES - PW	\$438.00	STREETS
KINGS TIRE SERVICE INC	TIRES - PW	\$65.00	WASTE WATER TREATMENT PLANT
KORMAN SIGNS INC.	SIGNS, SIGN MATERIALS, SIGN MAKING EQUIPM	\$12,712.79	STREETS
LANCASTER INC.	REPAIRS - 2007 FORD EXPLORER - BLDG INSP	\$406.91	BUILDING INSPECTIONS
LANCASTER INC.	TOW TRASH TRUCK PW-345	\$350.00	SOLID WASTE
MARKETING ON MAIN STREET LLC	FOLDING CHAIRS W/BAGS - HR	\$9,600.18	HUMAN RESOURCES
MARKETING ON MAIN STREET LLC	YOUTH HATS - PD	\$78.45	POLICE DEPARTMENT
MATTERN & CRAIG	CBURG INDUSTRIAL	\$510.00	CAPITAL PROJECTS STORM WATER
MATTERN & CRAIG	HICKOCK STREET IMPROVEMENTS	\$2,590.00	CAPITAL PROJECTS STORM WATER
MCCORMICK TAYLOR INC	ROANOKE ST / 1ST PEDESTRIAN ACCOM	\$3,420.64	CAPITAL PROJECTS
MCGRADY-PERDUE HEATING & COOLING I	HILLS TOWER SERVICE CALL - FIRE DEPT	\$79.00	FIRE
MCGRADY-PERDUE HEATING & COOLING I	Emergency Generator Natural Gas Connection	\$9,295.82	PARKS & RECREATION
MID ATLANTIC WASTE SYSTEMS	TARP/BOW TUBE - PW	\$349.02	STREETS
MIDWAY PRODUCTION SERVICES	AUDIO SYSTEM RENTAL - AQUATICS	\$619.00	AQUATICS
MIDWEST MOTOR SUPPLY INC	FIRE DEPT - TOOLS/SUPPLIES	\$26.93	FIRE
MIDWEST MOTOR SUPPLY INC	FLEET MAINT - SUPPLIES/MATERIALS	\$277.42	BUILDING MAINTENANCE
MOORE'S BODY & MECHANICAL SHOP INC	REPAIRS - PD CAR 153	\$2,597.98	POLICE DEPARTMENT
MOORE'S BODY & MECHANICAL SHOP INC	REPAIRS - PD CAR 153	\$1,930.40	POLICE DEPARTMENT
MOORE'S BODY & MECHANICAL SHOP INC	REPAIRS - PD CAR 153	\$1,640.00	POLICE DEPARTMENT
MUNICIPAL EMERGENCY SERVICES INC	EMBROIDERY SERVICES - PD	\$7.00	POLICE DEPARTMENT
NATIONAL POOLS OF ROANOKE INC.	ACCU TABS - AQUATICS	\$4,579.81	AQUATICS
NEW RIVER ENGRAVING	RETIREMENT CLOCKS - REED/NOLEN	\$613.80	HUMAN RESOURCES
NEW RIVER ENGRAVING	AUTH ACCESS ONLY SIGN - AQUATICS	\$35.00	AQUATICS
NORFOLK SOUTHERN CORPORATION	REHABILITATE FRANKLIN ST F-07929	\$1,504.03	CAPITAL PROJECTS
NORTHERN SAFETY CO INC.	STOCK MARKING PAINT - PW MULTI	\$203.70	STREETS
NORTHERN SAFETY CO INC.	STOCK MARKING PAINT - PW MULTI	\$203.70	WATER OPERATIONS
NORTHERN SAFETY CO INC.	STOCK MARKING PAINT - PW MULTI	\$203.70	SEWER OPERATIONS
NORTHERN SAFETY CO INC.	STOCK MARKING PAINT - PW MULTI	\$203.70	STORM WATER OPERATIONS
NORTHWEST HARDWARE CO INC	KEYS - PD	\$2.69	POLICE DEPARTMENT
NORTHWEST HARDWARE CO INC	FIRE DEPT MATERIALS/SUPPLIES	\$22.41	FIRE
NORTHWEST HARDWARE CO INC	PW MATERIALS/SUPPLIES	\$40.37	STREETS

**TOWN OF CHRISTIANSBURG**  
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<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Department</b>
NORTHWEST HARDWARE CO INC	BLDG & GRNDS SUPPLIES/MATERIALS	\$58.99	FLEET MAINTNANCE
NORTHWEST HARDWARE CO INC	AQUATICS - MATERIALS/SUPPLIES	\$91.54	AQUATICS
NORTHWEST HARDWARE CO INC	STOCK PW SUPPLIES	\$23.16	WATER OPERATIONS
NORTHWEST HARDWARE CO INC	STOCK PW SUPPLIES	\$23.16	SEWER OPERATIONS
NORTHWEST HARDWARE CO INC	STOCK PW SUPPLIES	\$23.16	STORM WATER OPERATIONS
NRV LAWNS & LANDSCAPING LLC	OCTOBER 2023 MOWING - TOWN	\$14,293.55	TOWN WIDE
NRV LAWNS & LANDSCAPING LLC	OCTOBER 2023 MOWING - CEMETERY	\$9,317.90	CEMETERY
OR-TEC SALES LTD	GBT Belt	\$1,752.25	WASTE WATER TREATMENT PLANT
PB ELECTRONICS	CERTIFY LASER - PD	\$264.00	POLICE DEPARTMENT
POWER ZONE	MATERIALS/SUPPLIES - PW	\$483.40	STREETS
PRECISION GLASS & UPH. INC.	PD CAR 204 - WINDSHIELD	\$395.86	POLICE DEPARTMENT
PROFESSIONAL COMMUNICATIONS	TOWER WORK - PD	\$1,750.00	POLICE DEPARTMENT
PROFESSIONAL COMMUNICATIONS	RADIO SUPPLIES - RESCUE	\$773.36	RESCUE
QUALIFICATION TARGETS INC	TARGETS - PD	\$1,422.10	POLICE DEPARTMENT
QUALITY TIRE & BRAKE SERVICE	PD OIL CHANGES REPAIRS	\$3,857.00	POLICE DEPARTMENT
RINKER DESIGN ASSOCIATES PC	RFP for N Franklin Street / Depot St	\$3,247.92	CAPITAL PROJECTS
ROANOKE AVA AM LLC	REPAIRS 2021 FORD EXP - PD	\$1,114.62	POLICE DEPARTMENT
ROBERT G SLATE	LABOR - WWTP REPAIRS	\$1,350.00	WASTE WATER TREATMENT PLANT
RUMMEL KLEPPER & KAHL LLP	East Main Street Sidewalk Design	\$4,663.94	CAPITAL PROJECTS
RUMMEL KLEPPER & KAHL LLP	2023 SGR Paving (UPC 121970, 121972, 121973)	\$30,791.22	CAPITAL PROJECTS
RUMMEL KLEPPER & KAHL LLP	TRAIL LIGHTING FOR DEPOT PARK	\$5,655.24	CAPITAL PROJECTS
SAMPSON-BLADEN OIL CO INC	1 DRUM 2 PAILS - FLEET MAINT	\$1,310.95	BUILDING MAINTENANCE
SANDS ANDERSON	LEGAL SERVICES - OCTOBER 2023	\$10,412.50	TOWN MANAGER
SANICO - SOLUTIONS SYSTEMS INC	PD JANITORIAL SUPPLIES	\$1,631.41	POLICE DEPARTMENT
SANICO - SOLUTIONS SYSTEMS INC	FIRE DEPT JANITORIAL SUPPLIES	\$1,398.70	FIRE
SANICO - SOLUTIONS SYSTEMS INC	RESCUE JANITORIAL SUPPLIES	\$934.73	RESCUE
SANICO - SOLUTIONS SYSTEMS INC	PW STOCK - JANITORIAL SUPPLIES	\$573.90	FLEET MAINTNANCE
SANICO - SOLUTIONS SYSTEMS INC	REC DEPT JANITORIAL SUPPLIES	\$2,638.62	PARKS & RECREATION
SANICO - SOLUTIONS SYSTEMS INC	AQUATICS - JANITORIAL SUPPLIES	\$998.18	AQUATICS
SANICO - SOLUTIONS SYSTEMS INC	RESCUE JANITORIAL SUPPLIES	\$140.09	RESCUE
SHELOR MOTOR MILE	PD VEHICLE REPAIRS	\$10,242.20	POLICE DEPARTMENT
SHEPHERD CONTRACTING LLC	Tree removal - Nugget Ridge Rd.	\$1,200.00	WATER OPERATIONS
SHI INTERNATIONAL CORP	EA Tru-up Agreement	\$24,924.48	INFORMATION TECHNOLOGY
SMITHS MANAGEMENT GROUP	YOUTH BASKETBALL UNIFORM SUPPLIES	\$4,993.52	PARKS & RECREATION
SOUTHERN AIR INC	CONTRACT # C35857B-6 BULDING AUTO PREV N	\$5,370.00	TOWN WIDE
SOUTHERN REFRIGERATION CORP.	CHP AIR FILTERS	\$112.32	PARKS & RECREATION
STATE ELECTRIC SUPPLY CO. INC.	WASH BAY SUPPLIES/MATERIALS	\$629.97	FLEET MAINTNANCE

**TOWN OF CHRISTIANSBURG**  
**TO BE PAID BILL LIST 12-15-2023**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Department</b>
STERNS CONRAD AND SCHMIDT CONSULTI	Landfill Professional Services	\$14,380.69	SOLID WASTE
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	FINANCE OFFICE SUPPLIES	\$1,268.16	FINANCE
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	PD OFFICE SUPPLIES	\$897.17	POLICE DEPARTMENT
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	FIRE DEPT OFFICE SUPPLIES	\$350.42	FIRE
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	REC DEPT OFFICE SUPPLIES	\$16.90	PARKS & RECREATION
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	OFFICE SUPPLIES - ENG	\$153.80	ENGINEERING
TENCARVA MACHINERY CO.	PUMP GORMAN AND PLUG VALVE	\$2,660.00	SEWER OPERATIONS
THE BLOOD CONNECTION INC	Whole blood Services	\$1,185.00	RESCUE
TIRES DISOUNTERS INC	FLEET TIRE PACKAGE - PD	\$2,232.64	POLICE DEPARTMENT
TRANE	HVAC MAINTENANCE - AQUATICS	\$9,034.00	AQUATICS
UNIFIRST CORPORATION	MATS - WWTP - 1060006	\$273.50	WASTE WATER TREATMENT PLANT
UNITED RENTALS INC.	Scissor Lift-sourcetwell #062320-URI	\$24,817.43	PUBLIC WORKS
VA ASSOC OF COUNTIES GROUP SELF-INSU	WORKERS COMP 07-01-23 TO 07-01-24	\$54,861.75	FRINGE BENEFITS
VALLEY GROUNDS INC	Removal of dead tree in median on Ridge Rd	\$1,975.00	STREETS
VSC FIRE & SECURITY INC	ANNUAL FIRE ALARM MONITORING - RESCUE	\$300.00	RESCUE
VULCAN INC	SIGNS, SIGN MATERIALS, SIGN MAKING EQUIPM	\$1,202.00	STREETS
WEL INC	REPAIRS - BOX TRUCK - PW	\$490.00	STREETS
WETLAND STUDIES AND SOLUTIONS INC	Stormwater On-Call TO 5	\$3,284.99	CAPITAL PROJECTS STORM WATER
WHITMAN REQUARDT & ASSOC LLP	2023 Annual Paving CEI Services	\$1,729.80	CAPITAL PROJECTS
WILLIAM T. KANDZIOR	FILTERS AND TESTERS	\$812.75	BUILDING MAINTENANCE
WILSON BROTHERS INCORPORATED	WIPERS - PD CAR 133 198 175	\$16.41	POLICE DEPARTMENT
WILSON BROTHERS INCORPORATED	PW PARTS SUPPLIES	\$466.94	STREETS
WILSON BROTHERS INCORPORATED	FUEL PUMP - REC DEPT	\$151.88	PARKS & RECREATION
WILSON BROTHERS INCORPORATED	AQUATICS - MATERIALS/SUPPLIES	\$34.25	AQUATICS
WILSON BROTHERS INCORPORATED	STOCK SUPPLIES - PW MULTI	\$370.77	WATER AND SEWER OPERATIONS
WILSON BROTHERS INCORPORATED	STOCK SUPPLIES - PW MULTI	\$42.99	STORM WATER OPERATIONS
WORDSPRINT	STREET MAPS - ENG DEPT	\$278.95	PLANNING
WRANGLER HOLDCO CORP	RECYCLING OCTOBER 2023	\$28,404.90	SOLID WASTE
ZOLL MEDICAL CORP.	MEDICAL SUPPLIES - RESCUE	\$210.98	RESCUE
<b>Total to be Paid 12-15-23</b>		<b>\$1,957,657.36</b>	

## TOWN OF CHRISTIANSBURG

## PAID BILL LIST

## Vendor

## BILLS FOR DECEMBER 2023 AND JANUARY 2024

Vendor	Description	Amount	Department
ADVANCE AUTO PARTS	WIPER BLADES - PD BATTERIES	\$483.87	POLICE DEPARTMENT
ADVANCE AUTO PARTS	FIRE DEPT FUEL SUPPLIES AIR HOSE REEL	\$977.85	FIRE DEPARTMENT
ALVIS-LAING ELECTRIC COMPANY	REPAIRS FOR SLUDGE MIXER CIRCUITS WWTP	\$1,025.00	WASTE WATER TREATMENT
AMAZON CAPITAL SERVICES INC	DESK LAMP - PD	\$59.98	POLICE DEPARTMENT
AMAZON CAPITAL SERVICES INC	PICTURE FRAME	\$22.96	RESCUE
AMAZON CAPITAL SERVICES INC	PPE STOCK - GLOVES	\$208.00	STREETS
AMAZON CAPITAL SERVICES INC	STOPWATCH - AQUATICS MATERIALS SUPPLIES	\$612.21	AQUATICS
AMAZON CAPITAL SERVICES INC	PARTS/SUPPLIES - RADIO SHOP	\$158.14	RADIO SHOP
AMAZON CAPITAL SERVICES INC	PICTURE HANGING STRIPS - WAREHOUSE	\$10.05	STREETS
AMAZON CAPITAL SERVICES INC	PARTS/SUPPLIES - RADIO SHOP	\$109.29	RADIO SHOP
AMAZON CAPITAL SERVICES INC	WINTER WONDERLAND COSTUMES -INFLATABLES SUPPLIES	\$630.05	PARKS AND RECREATION
AMAZON CAPITAL SERVICES INC	CANCER AWARENESS SILICONE BRACELETS - FIRE	\$193.87	FIRE DEPARTMENT
AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES - FIRE DEPT	\$14.39	FIRE DEPARTMENT
ANTHEM BLUE CROSS AND BLUE SHIELD	EFT ANTHEM 10-31-23 TO 11-06-23	\$225,919.60	FRINGE BENEFITS
APPALACHIAN POWER COMPANY	ELECTRIC - BILLING 10-10-23 TO 11-07-23	\$7,935.72	TOWN WIDE
APPALACHIAN POWER COMPANY	ELECTRIC - BILLING 10-13-23 TO 11-10-23	\$70,639.08	STREETS
ARC3 GASES	C02 TANK RENTAL	\$234.36	FACILITY MAINTENANCE
ARC3 GASES	C02	\$688.75	AQUATICS
ASHLEY BRIGGS	Planning Commission Meetings 3rd Quarter	\$90.00	PLANNING
ATMOS ENERGY CORPORATION	NATURAL GAS - BILLING 10-05-23 TO 11-03-23	\$1,012.95	TOWN WIDE
BH MEDIA GROUP INC	BID ADVERTISEMENT - SILVER LAKE SEWER INTERCEPTOR	\$498.86	CAPITAL PROJECT
BH MEDIA GROUP INC	BID ADVERTISEMENT - INDUSTRIAL PARK STREAM RESTOR.	\$638.48	CAPITAL PROJECT
BLAIR RONALD ALLEN	Annoucer Youth Football Superbowl9 - 4 p.m. @ \$20	\$140.00	PARKS AND RECREATION
BMS DIRECT	WATER BILLS - NOVEMBER 2023	\$226.02	WATER SEWER GARBAGE STORM
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES - RESCUE	\$3,034.76	RESCUE
CARDMEMBER SERVICE	MARRIOTT NORFOLK - ADMIN VML CONF	\$1,991.30	TOWN COUNCIL
CARDMEMBER SERVICE	ZOOM - ADMIN	\$42.00	TOWN MANAGER
CARDMEMBER SERVICE	MARRIOTT NORFOLK - VML LODGING	\$915.66	TOWN MANAGER
CARDMEMBER SERVICE	KROGER - ADMIN HALLOWEEN EVENT	\$154.73	TOWN MANAGER
CARDMEMBER SERVICE	GOVT FINANCE OFFICERS ASSOC - FINANCE	\$225.00	FINANCE
CARDMEMBER SERVICE	CRACKER BARREL CHRISTMAS PARTY - HR	\$3,740.20	HUMAN RESOURCES
CARDMEMBER SERVICE	FACEBOOK - META - PR	\$67.73	PUBLIC RELATIONS
CARDMEMBER SERVICE	FS.COM FIBER MEDIA CONVERTER - IT DEPT	\$116.00	INFORMATION TECHNOLOGY
CARDMEMBER SERVICE	MATERIALS/ SUPPLIES/ TRAVEL/ REGISTRATION FEES	\$9,992.96	POLICE DEPARTMENT
CARDMEMBER SERVICE	FIRE DEPT LODGING REGISTRATION FEES TRAVEL	\$6,796.02	FIRE DEPARTMENT
CARDMEMBER SERVICE	GLADSON INC - BATTERY RECYCLE BINS - FIRE DEPT	\$134.82	FIRE DEPARTMENT
CARDMEMBER SERVICE	RESCUE SUPPLIES	\$264.23	RESCUE

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR DECEMBER 2023 AND JANUARY 2024			
Vendor	Description	Amount	Department
CARDMEMBER SERVICE	SPRINGHILL SUITES - BLDG INSP LODGING	\$157.76	BUILDING INSPECTIONS
CARDMEMBER SERVICE	WALMART - PW PANCAKE BREAKFAST	\$165.26	STREETS
CARDMEMBER SERVICE	VA STATE POLICE - PW	\$24.10	FACILITY MAINTENANCE
CARDMEMBER SERVICE	TRAVEL/MEALS/ PROGRAM SUPPLIES	\$3,958.77	PARKS AND RECREATION
CARDMEMBER SERVICE	SUPPLIES, SUBSCRIPTIONS	\$2,272.28	AQUATICS
CARDMEMBER SERVICE	CALENDLY LLC - SMALL BUSINESS	\$96.00	SMALL BUISNESS LIAISON
CARDMEMBER SERVICE	UNIVERSITY OF NEW HAMPSHIRE - ENG SCHOOLS/REG	\$220.00	ENGINEERING
CARDMEMBER SERVICE	AMAZON - LED FLASHLIGHTS - PD GRANT	\$1,731.09	POLICE DEPARTMENT
CARDMEMBER SERVICE	HARBOR FREIGHT - COUNTY FIRE TOOLS	\$27.96	FIRE DEPARTMENT
CARDMEMBER SERVICE	FIRST ARRIVING - ACTIVE 911 SUBSCRIPTIONS	\$1,666.49	RESCUE
CARDMEMBER SERVICE	COMFORT INN - PW LODGING	\$200.34	WATER OPERATIONS
CARDMEMBER SERVICE	DEQ - WWTP REGISTRATIONS	\$75.00	SEWER OPERATIONS
CHRISTIANSBURG INSTITUTE INC.	IRF PLANNING GRANT - BUSINESS PLAN DEVELOPMENT	\$4,921.00	SPECIAL REVENUE
COLONIAL LIFE & ACCIDENT INSURANCE	EFT OCTOBER 2023	\$7,320.30	FRINGE BENEFITS
COLONIAL LIFE & ACCIDENT INSURANCE	EFT COLONIAL LIFE - NOVEMBER 2023	\$7,320.30	FRINGE BENEFITS
COMCAST HOLDINGS CORP	INTERNET BILLING 11-15-23 TO 12-14-23	\$691.80	INFORMATION TECHNOLOGY
CORE & MAIN LP	KUPFERLE BLOW OFF AND CHECK VALVE	\$1,046.77	WATER OPERATIONS
CRYSTAL SPRINGS	WATER/WATER COOLER RENTAL	\$397.22	SEWER OPERATIONS
CRYSTAL SPRINGS	SPRING WATER	\$234.82	POLICE DEPARTMENT
DEPARTMENT OF MOTOR VEHICLES	EFT DMV STOPS 09-25-23 TO 10-24-23	\$1,225.00	FINANCE
DOLI/BOILER SAFETY	BOILER INSPECTION	\$20.00	WATER OPERATIONS
ELECTRICAL SUPPLY CO	CONDUIT WIRE STRIPPER	\$96.37	WATER OPERATIONS
ELECTRONIC SYSTEMS INC	PRINTER BILLING 11-18-23 TO 12-17-23	\$26.25	INFORMATION TECHNOLOGY
ELIZABETH RIVER TUNNELS	DOWNTOWN TUNNEL - 10-10-23	\$6.28	TOWN MANAGER
EXPRESS SERVICES INC	LANDSCAPING LABOR/CUSTODIAN - 11-05-23	\$1,019.72	STREETS
EXPRESS SERVICES INC	JANITORIAL HELPER - 11-12-23	\$1,007.86	AQUATICS
EXPRESS SERVICES INC	LANDSCAPING LABOR/CUSTODIAN 11-12-23	\$1,411.92	STREETS
EXXON MOBIL	FUEL PURCHASES - COUNTY FIRE	\$294.49	FIRE DEPARTMENT
FEDERAL EXPRESS CORPORATION	TRACKING #773950201635	\$29.44	POLICE DEPARTMENT
FELIX CLARKE	Planning Commission Meetings 3rd Quarter	\$60.00	PLANNING
FENTON PUMP SERVICE INC	DRAIN DOWN HARKRADER IRRIGATION SYSTEM	\$525.00	PARKS AND RECREATION
FIRE RESCUE AND TACTICAL INC	FIRE DEPT UNIFORM SUPPLIES	\$90.00	FIRE DEPARTMENT
FIRE SAFETY PRODUCTS INC	SUPPRESSION SYSTEM INSPECTION/FUSIBLE LINK - FD	\$250.19	FIRE DEPARTMENT
FIVE OAKS AGRONOMY CONSULTING LLC	NUTRIENT MANAGEMENT PLAN HARKRADER/KIWANIS	\$830.00	PARKS AND RECREATION
GATES FLOWERS AND GIFTS LLC	DISH GARDEN - BONDS	\$45.00	POLICE DEPARTMENT
GLENN H HARRIS	PARTS/REPAIRS - 09 CHEVY 1500	\$123.71	AQUATICS
GRANITE TELECOMMUNICATIONS LLC	PHONE/INTERNET BILLING NOVEMBER 2023	\$4,163.10	TOWN WIDE

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR DECEMBER 2023 AND JANUARY 2024			
Vendor	Description	Amount	Department
GRANTURK EQUIPMENT CO. INC	BOLT ON FOLLOWER PANEL	\$1,043.37	SOLID WASTE
HILL STUDIO P.C.	TOC FISCAL AGENT FOR CBURG INSTITUTE - APRIL- JUNE 2023	\$54,240.00	SPECIAL REVENUE
INFRASTRUCTURE SOLUTIONS GROUP INC	PARTS/SUPPLIES - ORDER #034756	\$4,255.23	WASTE TREATMENT PLANT
JEANANNE KNIES	Planning Commission Meetings 3rd Quarter	\$90.00	PLANNING
JENNIFER SOWERS	Planning Commission Meetings 3rd Quarter	\$90.00	PLANNING
KLA ENTERPRISES LLC	JOYS OF CHRISTMAS SIGN	\$50.00	PARKS AND RECREATION
LANCASTER INC.	REPAIRS - 2019 CHEVY TAHOE - COUNTY FIRE	\$275.16	FIRE DEPARTMENT
LANCASTER INC.	REPAIRS - 2017 FORD F250 - FIRE DEPT	\$305.36	FIRE DEPARTMENT
LANGUAGE LINE SERVICES	PHONE INTERPRETATION	\$38.40	POLICE DEPARTMENT
LEGAL RESOURCES	BILLING NOVEMBER 2023	\$198.00	FRINGE BENEFITS
LOWES HOME CENTERS INC	RADIO SHOP MATERIALS	\$179.81	POLICE DEPARTMENT
LOWES HOME CENTERS INC	FENCING MATERIALS - POLICE DEPT	\$13,460.87	POLICE DEPARTMENT
LOWES HOME CENTERS INC	FIRE DEPT MATERIALS/SUPPLIES	\$357.74	FIRE DEPARTMENT
LOWES HOME CENTERS INC	SALT SHED SUPPLIES/MATERIALS	\$14.05	STREETS
LOWES HOME CENTERS INC	CONCRETE - PW STREETS	\$36.80	STREETS
LOWES HOME CENTERS INC	PW-418 SUPPLIES - BLDG & GRNDS	\$29.66	FACILITY MAINTENANCE
LOWES HOME CENTERS INC	REC MATERIALS/PARTS/SUPPLIES	\$1,380.18	PARKS AND RECREATION
LOWES HOME CENTERS INC	AQUATIC CENTER SUPPLIES/MATERIALS	\$523.99	AQUATICS
LOWES HOME CENTERS INC	CEMETERY SUPPLIES/MATERIALS	\$110.83	CEMETERY
LOWES HOME CENTERS INC	HUCKLEBERRY PARK SUPPLIES	\$3,207.44	CAPITAL PROJECT
LOWES HOME CENTERS INC	LANDFILL SUPPLIES/MATERIALS - PWWS	\$314.95	WATER OPERATIONS
LOWES HOME CENTERS INC	PUMP STATION SUPPLIES/MATERIALS	\$212.21	SEWER OPERATIONS
LOWES HOME CENTERS INC	WWTP SUPPLIES/MATERIALS	\$113.53	SEWER OPERATIONS
LOWES HOME CENTERS INC	PD MATERIALS/SUPPLIES	\$110.11	POLICE DEPARTMENT
LOWES HOME CENTERS INC	PD BLDG & GRND SUPPLIES/MATERIALS	\$237.46	POLICE DEPARTMENT
LOWES HOME CENTERS INC	STOCK PW/STORMWATER SUPPLIES	\$36.99	STREETS
LOWES HOME CENTERS INC	SIGN DEPT SUPPLIES/MATERIALS	\$278.39	FACILITY MAINTENANCE
LOWES HOME CENTERS INC	REC DEPT SUPPLIES/MATERIALS	\$696.10	PARKS AND RECREATION
LOWES HOME CENTERS INC	AQUATICS BLSG & GRNDS MATERIALS	\$261.86	AQUATICS
LOWES HOME CENTERS INC	CEMETERY SUPPLIES/MATERIALS	\$122.77	CEMETERY
LOWES HOME CENTERS INC	WWTP SUPPLIES/MATERIALS	\$1,087.14	WASTE WATER TREATMENT
LOWES HOME CENTERS INC	STOCK PW/STORMWATER SUPPLIES	\$187.03	STORM WATER
LYON METAL MFG OF VIRGINIA	JCHANNEL AND WHITE SCREWS - WASH BAY	\$82.00	FACILITY MAINTENANCE
MANSFIELD OIL COMPANY	FUEL BILLING 11-01-23 TO 11-15-23	\$13,076.48	TOWN WIDE
MARK CURTIS	Planning Commission Meetings 3rd Quarter	\$30.00	PLANNING
MICHAEL DALLAS STCLAIR	PARKS AND REC TRASH CANS	\$1,117.00	PARKS AND RECREATION
MICHAEL S CROMER	Meal money for training in Bristol, VA	\$140.00	POLICE DEPARTMENT

TOWN OF CHRISTIANSBURG PAID BILL LIST			
BILLS FOR DECEMBER 2023 AND JANUARY 2024			
Vendor	Description	Amount	Department
MONT REGIONAL SOLID WASTE (RECYL)	ACCT 9930 - OCTOBER 2023	\$65,804.53	AQUATICS
MUGATE LABORATORY LLC	EMPLOYEE TESTING - 11-09-23	\$48.00	HUMAN RESOURCES
NATIONAL RECREATION & PARK ASSOCIATION	NRPA MEMBERSHIP - ERIN RUYLE	\$180.00	PARKS AND RECREATION
NATIONAL TURBINE CORPORATION	BEARING KIT	\$258.55	SOLID WASTE
NEW RIVER PETROLEUM INC	1300 GALLONS DIESEL - FIRE DEPT	\$4,543.49	FIRE DEPARTMENT
PATRICIA PALMER	Refund Boys Senior Basketball	\$40.00	PARKS AND RECREATION
POWER ZONE	BELT/FREIGHT	\$308.08	STREETS
PRINCIPAL INSURANCE	EMPLOYEE INSURANCE	\$5,871.67	FRINGE BENEFITS
PRO-LINE PERFORMANCE INC	VICTORY TRAILER DOOR - FIRE DEPT	\$449.99	FIRE DEPARTMENT
QUALITY TIRE & BRAKE SERVICE	TRAILER TIRES - FIRE DEPT	\$468.00	FIRE DEPARTMENT
R. E. MICHEL COMPANY LLC	PARTS/SUPPLIES	\$41.02	FACILITY MAINTENANCE
RAKESTRAW LAWN CARE INC	MOWING 540 LIBERTY VIA - 11/20/23	\$520.00	BUILDING INSPECTIONS
REFUND EMS	EMS THIRD PARTY REFUND TRIP #2020-00001326	\$87.89	RESCUE
REFUND PARKS AND RECREATIONS	REFUND CANCELED CLASS	\$8.00	PARKS AND RECREATION
REFUND PARKS AND RECREATIONS	REFUND CREDIT ACCOUNTS ON ACTIVE NET	\$10.00	PARKS AND RECREATION
REFUND TAX OVERPAYMENTS	REFUND TAX OVERPAYMENTS	\$3,091.97	FINANCE
RICHARD HILDING JOHNSON	Planning Commission Meetings 3rd Quarter	\$90.00	PLANNING
ROBERTS OXYGEN COMPANY INC	THERAPY OXYGEN - RESCUE	\$93.74	RESCUE
ROBERTS OXYGEN COMPANY INC	THERAPY OXYGEN - RESCUE	\$115.08	RESCE
SAMPSON-BLADEN OIL CO INC	WINDSHIELD WASH - PW	\$155.00	STREETS
SANICO - SOLUTIONS SYSTEMS INC	CLEANING SUPPLIES - STOCK	\$46.08	FACILITY MAINTENANCE
SHENTEL CABLE COMPANY	CABLE/INTERNET BILLING 11-07-23 TO 12-06-23	\$335.39	POLICE DEPARTMENT
SHENTEL CABLE COMPANY	CABLE/INTERNET - FIRE DEPT	\$67.20	FIRE DEPARTMENT
SHENTEL CABLE COMPANY	CABLE/INTERNET BILLING 11-25-23 TO 12-24-23	\$67.20	RESCUE
SHENTEL CABLE COMPANY	CABLE/INTERNET BILLING 11-22-23 TO 12-21-23	\$67.20	STREETS
SOUTHERN STATES	GRASS SEED - FENCING WEED PREVENTER	\$665.21	STREETS AND STORM WATER
STAND ENERGY CORPORATION	GAS/TRANSPORTATION - OCTOBER 2023 - AQUATIC	\$3,440.74	AQUATICS
SUBURBAN PROPANE L.P.	526.40 GALLONS PROPANE - WWTP	\$2,054.23	SEWER OPERATIONS
SUBURBAN PROPANE L.P.	159.4 GALLONS PROPANE - WWTP	\$634.39	WASTE TREATMENT PLANT
TANNAHILL TRUCK BUS & AUTO REPAIR	REPAIRS - ENGINE 7 - FIRE DEPT	\$364.01	FIRE DEPARTMENT
TBC ASSOCIATES II LLC	PORTAJOHN BILLING - 11-03-23 TO 11-30-23 - CMS	\$355.00	PARKS AND RECREATION
TBC ASSOCIATES II LLC	PORTAJOHN BILLING 11-08-23 TO 12-05-23 KIWANIS	\$295.20	PARKS AND RECREATION
TECH EXPRESS INC.	BUSINESS CARDS	\$53.25	FINANCE
TELVENT USA HOLDINGS LLC	BILLING 11-26-23 TO 12-25-23	\$304.00	PARKS AND RECREATION
TERRY WILLIAM KEMP	CALLS FROM THE NORTH POLE SANTA WINTER WONDERLAND	\$480.00	PARKS AND RECREATION
THOMAS FRANK BERNARD	Planning Commission Meetings 3rd Quarter	\$90.00	PLANNING
TOWN OF CHRISTIANSBURG	OCTOBER 2023 FUEL USAGE	\$1,309.65	FIRE DEPARTMENT

**TOWN OF CHRISTIANSBURG****PAID BILL LIST****Vendor****BILLS FOR DECEMBER 2023 AND JANUARY 2024**

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Department</b>
UNITED RENTALS INC.	BOOM RENTAL - 08-14-23 TO 08-16-23	\$5,487.30	AQUATICS
US CELLULAR	PHONE - BILLING - 11-02-23 TO 12-01-23	\$131.71	POLICE DEPARTMENT
US FOOD SERVICE	THANKSGIVING LUNCHEON/WINTER WONDERLAND	\$193.73	PARKS AND RECREATION
VERIZON	PHONE/INTERNET BILLING 11-08-23 TO 12-07-23	\$178.66	POLICE DEPARTMENT
VERIZON-WIRELESS	PHONE/INTERNET BILLING 10-11-23 TO 11-10-23	\$7,210.44	TOWN WIDE
VIRGINIA BUSINESS SYSTEMS	PRINTING SERVICES - COUNTY FIRE	\$3.11	FIRE DEPARTMENT
VIRGINIA BUSINESS SYSTEMS	PRINTER BILLING 10-19-23 TO 11-18-23	\$395.32	POLICE DEPARTMENT
VIRGINIA DEPT. OF TAXATION-6626	EFT RETAIL SALES TAX 11-17-23	\$7.43	AQUATICS
VIRGINIA RETIREMENT SYSTEMS VRS	EMPLOYEE RETIREMENT	\$241,248.20	FRINGE BENEFITS
VIRGINIA RURAL WATER ASSOC. (VRWA)	Schools and Registrations: VRWA classes to acquire	\$100.00	WASTE TREATMENT PLANT
VIRGINIA WATER ENVIRONMENT ASSOCIATION	VWEA STATE ONLY MEMBERSHIP - WWTP	\$250.00	WASTE TREATMENT PLANT
WHITMAN REQUARDT & ASSOC LLP	2023 Annual Paving CEI Services	\$13,813.47	CAPITAL PROJECT
WILLIAM L HANKS	UBER RECEIPT - TRAVEL IAFC SYMPOSIUM	\$87.85	FIRE DEPARTMENT
WITMER PUBLIC SAFETY GROUP INC	FIRE DEPT MATERIALS - COUNTY FIRE	\$1,734.63	FIRE DEPARTMENT
WITMER PUBLIC SAFETY GROUP INC	FIRE MATERIALS/SUPPLIES - FIRE DEPT	\$1,424.00	FIRE DEPARTMENT
WORDSPRINT	2000 ENVELOPES - PD	\$234.00	POLICE DEPARTMENT
<b>Total Paid</b>		<b>\$847,061.00</b>	
<b>Total to be Paid 12-15-23</b>		<b>\$1,957,657.36</b>	
<b>TOTAL ALL</b>		<b>\$2,804,718.36</b>	



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

**AGENDA LOCATION:**  
Consent Agenda

**MEETING DATE:**  
December 12, 2023

**ITEM TITLE:**  
Contract approval for Assured Data Protection's 3-year contract from \$87,840 to \$118,800

**DESCRIPTION:**  
Assured Data Protection increased the data storage fee per terabyte (TB) from \$140/TB per month to \$180/TB per month.

We also pay Assured Data Protection a fee each month for managed object storage. This fee is variable and is based upon actual object storage usage. We have decided to increase this estimated fee from \$200/month to \$420/month to ensure an adequate amount is available to cover our monthly object storage usage.

These increases change the contact rate to \$39,600 per year for a 3-year contract total of \$118,800.

**POTENTIAL ACTION:**  
Request approval

**DEPARTMENT:**  
Information Technology

**PRESENTER:**  
Jay Waller

**ITEM HISTORY:**  
None



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

**AGENDA LOCATION:**

Consent Agenda

**MEETING DATE:**

December 12, 2023

**ITEM TITLE:**

Contract approval for Microsoft Enterprise Agreement purchased through SHI International for \$129,582.57

**DESCRIPTION:**

The Town's Microsoft Enterprise Agreement for our Microsoft Operating System licensing and our Microsoft Office software purchased through SHI International (VITA contract #VA-200114-SHI) is due for renewal. The new 3-year agreement begins on January 1, 2024. The total cost of the 3-year agreement is \$388,747.71, with the first year of \$129,582.57 being due no later than January 1, 2024. The new agreement will cover licensing for up to 325 Town employees.

**POTENTIAL ACTION:**

Request approval

**DEPARTMENT:**

Information Technology

**PRESENTER:**

Jay Waller

**ITEM HISTORY:**

The previous 3-year agreement with SHI International was for \$84,817.91 per year over 3 years \$254,453.73.

**INFORMATION PROVIDED:**

History of contract changes (spreadsheet)

<https://christiansburg.box.com/s/hvxap5qxv67ks91j5io4f0yrn0ok9s2n>



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

**AGENDA LOCATION:**

Consent Agenda

**MEETING DATE:**

December 12, 2023

**ITEM TITLE:**

Contract approval for Bond Counsel for VRA bond issue for \$14,500 for the Wastewater Treatment Plant

**DESCRIPTION:**

As Council may recall, the Town received a loan commitment from the Virginia Resources Authority (VRA) managed revolving loan fund at a very low rate to accomplish identified capital projects at the Wastewater Treatment Plant. To move forward, the Town seeks counsel for the issuance of the bond from Estes Law and Consulting (ELC).

**POTENTIAL ACTION:**

Approve

**DEPARTMENT:**

Finance/Treasurer

**PRESENTER:**

Valerie Tweedie

**INFORMATION PROVIDED:**

ELC Engagement Letter – Christiansburg 2023

<https://christiansburg.box.com/s/nfu74av8lhfq8e6y1ihgw7j3n4v1kf1q>

Terms & Conditions

<https://christiansburg.box.com/s/w6jti01od704pey44qr3mz8bdcmg6qgg>



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

**AGENDA LOCATION:**

Consent Agenda

**MEETING DATE:**

December 12, 2023

**ITEM TITLE:**

Change Order #3 for the 2023 Annual Paving Contract in the amount of \$117,516.56.

**DESCRIPTION:**

Additional costs have been encountered related to the 2023 Annual Paving Contract as a result of executing the work. Several issues led to the cost overruns on the base bid for the Annual Paving Contract. The primary issue is related to the need for additional base pavement repair that was encountered while performing the work. The amount of base repair exceeded the amount that was included in the original contract. Additional base repair occurred on Bozeman Trail, Camellia Lane, Collins Street, and Liberty Street. This work involved additional asphalt milling, subgrade repair, base asphalt, and asphalt surface mix. In addition to the base repair, the amount of shoulder stone repair and shoulder dressing stone exceeded the amount in the original bid. Ashby Street required full road reconstruction. This reconstruction was not included in the original scope for the annual paving.

The amount for Change Order #3 is \$117,516.56. The original contract amount for the 2023 Annual Paving was \$778,971.15. The net change to the contract as a result of Change Orders #1(\$1,850.00), #2(-\$19,188.06), and #3(\$117,516.56) is \$100,178.50. Additional funds are not being requested as the existing project budget is sufficient to cover the additional costs that have been encountered. These three change orders will adjust the total contact amount for the base bid for the 2023 Annual Paving to \$879,149.65.

**POTENTIAL ACTION:**

Request approval of Change Order #3 for the 2023 Annual Paving contract in the amount of \$117,516.56.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Michael Kelley

**ITEM HISTORY:**

The 2023 Annual Paving contract (RFP #235000028) was awarded to Boxley Materials Company on 6/22/2023 for \$778,971.15. Change Order # 1 was approved on 8/24/23 in the amount of \$1,850.00 and Change Order #2 was approved on 10/25/23 in the amount of -\$19,188.06.

**INFORMATION PROVIDED:**

Change Order #3

<https://christiansburg.box.com/s/sippwikzt3av3z67nndomjldiuojod806>

2023 Annual Paving Contract with Boxley Materials Company

<https://christiansburg.box.com/s/ycjrgj5dopwg70rt6c3ubz93n2nndvxh>



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

**AGENDA LOCATION:**

Introductions and Presentations

**MEETING DATE:**

December 12, 2023

**ITEM TITLE:**

Introduction of Budget amendment #2 to the fiscal 2023 -2024 budget for Industrial Park SWM Basin improvements and Stream Restoration Project

**DESCRIPTION:**

The 2024 budget currently contains \$750,000 for this project. Bids were recently received and the low bid with contingency and final engineering costs will leave the budget short by \$309,000. We are requesting a budget amendment to cover that cost. These funds will come from the storm water enterprise. This amount is less than 1% of the total approved budget at this time and therefore would not require a public hearing.

**POTENTIAL ACTION:**

Introduction of budget amendment for approval at January 9<sup>th</sup> meeting

**DEPARTMENT:**

Finance/Treasurer

**PRESENTER:**

Valerie Tweedie

**ITEM HISTORY:**

None

**INFORMATION PROVIDED:**



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

December 12, 2023

**ITEM TITLE:**

Consideration of Community Support funding request for Wonder Universe (Hockett and Bishop)

**DESCRIPTION:**

Wonder Universe had requested \$10,000 under our Community Support Application process and was considered by Town Council for inclusion in the current FY 2023-24 Budget but was left out. The application associated to the request is provided.

**POTENTIAL ACTION:**

Council vote

**DEPARTMENT:**

Administration

**PRESENTER:**

Town Manager Randy Wingfield

**ITEM HISTORY:**

See above description.

**INFORMATION PROVIDED:**

Community Support Instructions/Policy

<https://christiansburg.box.com/s/856bjyfjbw7e2jri7bsam3d9jfvgwgg>

Wonder Universe 2023 Community Support Application 1A

<https://christiansburg.box.com/s/ojctgblu5vndo3ngkrjz0rrjdz5rbs7r>

Wonder Universe 2023 Community Support Application 1B

<https://christiansburg.box.com/s/zke71l3woarf60mtcqn0oz89lxrd2f>

Wonder Universe 2023 Community Support Application 1C

<https://christiansburg.box.com/s/5z881gux2cdoi9iooa0b07e4k0ytkutm>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

December 12, 2023

**ITEM TITLE:**

Consideration of Community Support funding request for Montgomery Museum (Hockett and Bishop)

**DESCRIPTION:**

Montgomery Museum had requested \$10,000 under our Community Support Application process and was considered by Town Council for inclusion in the current FY 2023-24 Budget but was left out. The application associated to the request is provided.

**POTENTIAL ACTION:**

Council vote

**DEPARTMENT:**

Administration

**PRESENTER:**

Town Manager Randy Wingfield

**ITEM HISTORY:**

See above description.

**INFORMATION PROVIDED:**

Community Support Instructions/Policy

<https://christiansburg.box.com/s/856bjyfjbw7e2jri7bsam3d9jfvgwgg>

Montgomery Museum 2023 Community Support Application 1A

<https://christiansburg.box.com/s/gkzja8psmywp5kn7hzqtiyhv0t3umc1g>

Montgomery Museum 2023 Community Support Application 1B

<https://christiansburg.box.com/s/79ey94prg13wpe1fxmdvag5s3rk2p3wu>

Montgomery Museum 2023 Community Support Application 1C

<https://christiansburg.box.com/s/3w2vlmzk7zq7uonmj4im9a3c10rnflk9>