

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 & STMOB 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 Councilman 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 24<sup>th</sup> 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.

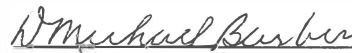
Councilman Wilson made a motion to proceed with the matters discussed in the Closed Meeting, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

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.

  
Tracy Heinline, Clerk of Council

  
D. Michael Barber, Mayor