

CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
JANUARY 9, 2024 – 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 JANUARY 9, 2024, AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Tanya Hockett; Samuel M. Bishop; Kim Bowman; Johana Hicks; Casey Jenkins; 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; Engineering Director Mike Kelley, Public Works Director Jim Lancianese; Assistant Director of Public Works, Streets Travis Moles; Parks and Recreation Director Brad Epperley; Police Chief Chris Ramsey

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilman Jenkins.

Mayor Barber welcomed Councilwoman Kim Bowman to her first official Town Council meeting.

II. ADJUSTMENT OF THE AGENDA

Mayor Barber requested the Oath of Office for Councilman Bishop and Councilwoman Hicks occur prior to the Public Hearings. Councilman Wilson made a motion to move the Oath of Office to take place prior to the Public Hearings, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

Councilwoman Hicks made a motion to separate items under Discussion and Action pertaining to the Resolution to Adopt the Budget Amendment and the Resolution to Appropriate Funds for the Budget Amendment #2 for FY 2023-24, seconded by Councilman Bishop. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

Montgomery County Clerk of Courts Tiffany Couch administered the Christiansburg Town Council Oath of Office to Samuel Bishop and Johana Hicks for a four-year term beginning January 1, 2024 and ending December 31, 2027.

Mayor Barber noted that Councilwoman Kim Bowman had taken her Oath of Office in December 2023.

III. PUBLIC HEARINGS

- 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, S.E., also addressed as 2091 and 2095 Roanoke Street including several vacant parcels (Tax Parcels 499 – ((A)) – 15; 499 – ((16)) – 4A, 5-8, 8A, and 9-12; 529 – ((1)) – 13-19 and 23-26; 529 – ((2)) – 4-9; Parcel IDs 007705, 014072, 007704, 014069, 020750, and 230046) 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.

Max Wiegard, attorney with Miles and Stockbridge Law Firm addressed Town Council representing Carter Machinery Company, Inc. Mr. Wiegard explained that in September 2023 the street vacation at Alma Street for right-of-way from Simmons Road S.E. to the VDOT park and ride property had been approved by Council and now a Conditional Use Permit was required to move forward in the development process. He noted that specifically the Conditional Use Permit was for rental of equipment commonly used by contractors as well as a contractor's equipment storage yard. He explained that the proposal consisted of taking underutilized property and developing it by rehabbing the two existing buildings and parking lot and using opaque fencing facing the residential areas around the property. Mr. Wiegard noted that this request of use was on a smaller scale than many of Carter's other facilities that sold larger earth moving equipment. He added that this Conditional Use Permit along with proposed conditions had been discussed at length with the Planning Commission who voted unanimously to recommend approval. Mr. Wiegard addressed the conditions pertaining to the CUP and explained there had been concerns pertaining to the hours of operation at the proposed property. He clarified that in order to serve the contractor's community they would like to begin the hours of operation at 7:00 a.m. He explained there would be an exit and entrance at the property off Roanoke Street as well as Simmons Road. He added that a condition had been added to limit and prohibit the traffic off Simmons Road during high traffic hours.

Mr. Wiegard explained to Council that supplying a comparison of this proposed property with another facility was difficult due to the smaller scale of equipment and this being a relatively new category of use for Carter Machinery. But he further added that a facility in

Delmar, Maryland could possibly be comparable to the future Christiansburg site and referenced residential areas behind that business property at that location as well.

Councilwoman Hicks expressed concern for the surrounding citizens and that noise at the proposed facility could be an annoyance. Mr. Wiegard noted that he understood the concerns and explained that 7:00 a.m. was a critical time for contractors to load and unload equipment and that starting their day later would make it difficult to service their customers. Councilwoman Bowman questioned the number of trucks entering and exiting the property on a given day. Mr. Wiegard clarified that an average of 10-15 trucks a day could be in the area.

James Craig, 2050 Geneva Street, expressed concern for the several changes to the conditions of the Conditional Use Permit. Mr. Craig questioned the comparable site in Delmar, Maryland and expressed that the site seemed smaller than the proposed facility in Christiansburg. He also questioned the entrance and exits on Simmons Road, expressing concern for high traffic and the number of trucks coming through the area.

Chris Waltz, 1370 Rigby Street expressed that the Carter Machinery site in West Virginia seemed positive and added that he had not heard of any complaints at that site.

Councilwoman Hicks expressed thanks to Mr. Craig and Mr. Wiegard for coming to Council and noted that as a business owner she could see the need to open a business early but would like to see the noise kept at a decent level for the surrounding citizens. Mayor Barber explained there was a noise ordinance in Town that would regulate the noise from the business.

Donna Mabry, 2050 Geneva Street voiced concern for the noise coming from the proposed site but clarified that her biggest concern was the amount of traffic the business would generate on Simmons Road.

- B. 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, N.E. (Tax Parcels 436 – ((A)) – 22A, 23A, 42, and 43; Parcel IDs 001575, 021982, 007729, and 024266) 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.

Steve Semones, Balzer and Associates, referenced several site drawings of the proposed housing development and explained that an application had previously been approved by Council in 2019 for a 96-unit apartment community. He explained that currently with an additional 1.7 acres of property a 114-unit apartment community was being proposed. Mr. Semones further explained there was a separate street vacation request, item C. that was needed in order to provide public access to two properties that were currently on the parcel. He added that the apartment site would include a community room, an outdoor pool, and open space stormwater management. Mr. Semones explained that the property would have a mail kiosk for postal service use, a walking trail that would double as access for maintenance to the stormwater management facility on site. He further added that

bicycle racks would be included on the property and parking spaces that would allow two vehicle parking spaces per unit. Mr. Semones noted that the property would have dumpster locations that would be privately maintained and that emergency vehicles would have appropriate access through the parking areas and fire hydrants would be installed per Town Code. Town Manager Wingfield noted that the Fire Department would be included in site plan review for the property as well. Mr. Semones further explained that additional landscape buffers would be provided around the property as well as natural buffers in certain areas. He noted that a traffic study had been completed that resulted in VDOT requirements being met and explained a sign would most likely be placed at the front of the property for identification purposes.

He concluded with two conditions offered for the proposed project: that the property would be developed in general conformance with the master plan and would only be used for the residential use that was proposed and that the property would only be used for the residential use (multi-family use) that was proposed.

Councilwoman Hicks questioned if affordable housing would be included in the project. Mr. Semones explained that further discussion with VHDA would need to take place, but at this time affordable housing could not be promised.

- C. Street vacation request by HS Development II, LLC for the vacation of a 0.151-acre portion of the existing public street and right-of-way at the southern terminus of Sunset Drive, N.E.

IV. CONSENT AGENDA

- A. Approval of Minutes of December 12, 2023
- B. Set Town Council public hearing for February 27, 2024 for a Conditional Use Permit request by Rockstep Christiansburg LLC, property owner, to allow a carnival from April 28 through May 12, 2024 on the property located at 782 New River Road, N.W. (Tax Parcel 435 – ((A)) – 41; Parcel ID 007741) zoned B-3 General Business. The proposed dates include the set-up and operation of the Carnival. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- C. Resolution recognizing Henry Showalter for years of service to Town Council

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

-Motion Approved

V. INTRODUCTIONS AND PRESENTATIONS

- A. Montgomery County Clerk of Courts to administer Christiansburg Town Council Oath of Office to Samuel Bishop and Johana Hicks for a four-year term beginning January 1, 2024 and ending December 31, 2027 (Completed at beginning of meeting)
- B. New River Valley Regional Commission Executive Director Kevin Byrd to provide an update on Commission activities and a presentation regarding the collaborative New River Valley pandemic response timeline. (Postponed until later meeting)

VI. CITIZEN COMMENTS

Patrick Melander, 495 Silver Leaf Drive, expressed concern for the Town's expenditures and expressed his disapproval of Town Council's discussion to increase their salaries. Mr. Melander added that Town Council members were considered public servants and felt they should not be compensated for their services. He added that he disagreed with Council providing funds to non-profits and the Façade Grant program choosing businesses to give thousands of taxpayer dollars to update their buildings. Mr. Melander concluded that he would like to see discussion concerning tax relief for citizens and more fiscal responsibility from Council in 2024.

VII. COMMITTEE REPORTS

A. Street Committee Report – Bishop, Hockett

- 1. Subdivision Plat showing minor subdivision of Tax Parcel No. 502 – ((8)) – 38 situated between Kirby Drive and Roanoke Street (2 lots)

Councilman Bishop made a motion to approve the subdivision of parcels situated between Kirby Drive and Roanoke Street, seconded by Councilwoman Hockett. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Appointment of Christiansburg High School Junior Joshua Cummins as Student Representative to Recreation Advisory Commission (term to run through August 31, 2025)

Councilman Wilson made a motion to approve the appointment of Christiansburg High School Junior Joshua Cummins as Student Representative to the Recreation Advisory Commission, seconded by Councilwoman Hockett. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

- B. Reappointment of Paula Alston and Charlies Whitescarver to the Christiansburg Public Arts Advisory Board for a 2-year term from January 1, 2024 to December 31, 2025

Councilwoman Hockett made a motion to approve the reappointment of Paula Alston and Charles Whitescarver to the Christiansburg Public Arts Advisory Board, seconded by Councilwoman Hicks. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

- C. Reappointment of Hil Johnson to the Planning Commission for a four-year term from January 1, 2024 to December 31, 2027

Councilwoman Hockett made a motion to approve the reappointment of Hil Johnson to the Planning Commission, seconded by Councilwoman Hicks. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

- D. Resolution to Adopt Budget Amendment #2, #3, #4, and #5 for FY 2023-24

Councilwoman Hockett made a motion to approve the item for final engineering cost for the Industrial Park Stormwater Maintenance Basin Improvements in the amount of \$309,000 under the Resolution to Adopt Budget Amendment #2 for FY 2023-24, seconded by Councilman Wilson. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

Councilman Wilson made a motion to approve the item for Town Council salary increases in the amount of \$4,780 per Councilmember under the Resolution to Adopt Budget Amendment #3 for FY 2023-24, seconded by Councilman Bishop.

Councilwoman Hicks stated that she would be changing her vote to “Nay” concerning the Town Council salary increases and explained that now was not the time to increase Council’s salary due to recent water bill and real estate tax increases for citizens.

Town Council voted as follows: Bishop – Aye; Bowman – Nay; Hicks – Nay; Hockett – Nay; Jenkins – Nay; Wilson – Aye.

-Motion Denied

Councilwoman Hockett made a motion to approve the item for Community Support for Wonder Universe in the amount of \$10,000 under the Resolution to Adopt Budget Amendment #4 for FY 2023-24, seconded by Councilman Bishop. Town Council voted as follows: Bishop – Aye; Bowman – Nay; Hicks – Nay; Hockett – Aye; Jenkins – Aye; Wilson – Nay. Mayor Barber noted a tie vote by Council and cast a vote of “Aye”.

-Motion Approved

Councilwoman Hockett made a motion to approve the item for Community Support for the Montgomery Museum of Art & History in the amount of \$10,000 under the Resolution to Adopt Budget Amendment #5 for FY 2023-24, seconded by Councilman Bishop. Town Council voted as follows: Bishop – Aye; Bowman – Nay; Hicks – Nay; Hockett – Aye; Jenkins – Abstain; Wilson – Nay.

-Motion Denied

E. Resolution to Appropriate Funds for Budget Amendment #2 and #4 for FY 2023-24

Councilman Bishop made a motion to approve the item for final engineering cost for the Industrial Park Stormwater Maintenance Basin Improvements in the amount of \$309,000 under the Resolution to Appropriate Funds for Budget Amendment #2 for FY 2023-24, seconded by Councilman Wilson. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

Councilwoman Hockett made a motion to approve the item for Community Support for Wonder Universe in the amount of \$10,000 under the Resolution to Appropriate Funds for Budget Amendment #4 for FY 2023-24, seconded by Councilman Jenkins. Town Council voted as follows: Bishop – Aye; Bowman – Nay; Hicks – Nay; Hockett – Aye; Jenkins – Aye; Wilson – Nay. Mayor Barber noted a tie vote by Council and cast a vote of “Aye”.

-Motion Approved

IX. STAFF REPORTS

A. Town Manager

Town Manager Wingfield set a Town Council Public Hearing for February 27, 2024 for a Code Amendment request by Joe Simmons (applicant) and Jack Martin (agent) to amend the Christiansburg Town Code, Chapter 42, Section 42-9 – Lighting and minimum off-street parking in regard to retail uses, personal service establishments, and banks.

Mr. Wingfield also set a Town Council Public Hearing for February 27, 2024 (rescheduled from 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 located at the terminus of Farmview Road, N.E.

Mr. Wingfield added in relation to the rescheduled February 27, 2024 public hearing for a Conditional Use Permit, a Public Hearing for a vacation petition of an unimproved portion of the eastern most end of Farmview Road, N.E. right – of – way.

Mr. Wingfield reported that Amanda Hebert, Small Business Solutions Manager for the Town would be on a panel discussion for Business Solutions and how to navigate the ever-changing landscape of operating a business at the next Eggs & Issues meeting organized by the Montgomery County Chamber of Commerce Thursday, January 11th at Warm Hearth Village.

Mr. Wingfield reminded Council that Conflict of Interest Act (COIA) statements are due February 1st along with the bi-annual Freedom of Information Act (FOIA) and COIA online training due this year.

B. Town Attorney – No report

C. Other Staff – No report

X. COUNCIL REPORTS

Councilwoman Hicks requested that Public Works provide council with an update on stormwater management areas that were affected when there are threatening storms. Mr. Wingfield explained that Public Works routinely cleans out those areas that could be affected before storms hit. Councilwoman Hicks expressed concern for the areas specifically around College Street. Mr. Wingfield noted that each Town department would be providing presentations this year and Public Works could present on those referenced areas.

XI. OTHER BUSINESS

A. Re-organization for the Year 2024:

1. Town Council election of Vice-Mayor.

Councilwoman Hicks expressed interest in the position of Vice-Mayor.

Councilman Wilson made a motion to nominate Councilwoman Hockett as Vice-Mayor, seconded by Councilman Bishop. Town Council voted as follows: Bishop – Aye; Bowman – Nay; Hicks – Nay; Hockett – Abstain; Jenkins – Aye; Wilson – Aye.

-Motion Approved

2. Town Council to set regular meeting dates and times of Council

Councilman Bishop made a motion to keep the regular meeting dates and times of Council moving forward, seconded by Councilwoman Hockett. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

3. Mayor appointment of Town Council Committees:

a. Water and Waste Committee

Mayor Barber appointed Councilman Jenkins and Councilman Wilson to the Water and Waste Committee.

b. Street Committee

Mayor Barber appointed Councilman Bishop and Councilwoman Hockett to the Street Committee.

- c. Finance Committee
There were no appointments to the Finance Committee.
 - d. Emergency Services Committee
Mayor Barber appointed Councilwoman Hockett and Councilman Wilson to the Emergency Services Committee
 - e. Central Business District Committee
Mayor Barber appointed Councilwoman Hicks and Councilwoman Bowman to the Central Business District Committee
 - f. Public Health and Welfare Committee
The Public Health and Welfare Committee is not assigned to a representative and convenes as needed.
 - g. Council on Human Relations Committee
The Council on Human Relations Committee is not assigned to a representative and convenes as needed.
4. Mayor appointment of Town Council Representative to Aquatics Advisory Board
Mayor Barber appointed Councilman Bishop to the Aquatics Advisory Board.
5. Mayor appointment of Town Council Representative to Recreation Advisory Commission
Mayor Barber appointed Councilman Wilson to the Recreation Advisory Commission.
6. Town Council appointment of Committees, Commissions, and Boards:
- a. Town Council Representative to Town Bikeway – Walkway Committee
Councilman Jenkins was appointed to the Town Bikeway – Walkway Committee.
 - b. Town Council Representative to Montgomery County Chamber of Commerce
Mayor Barber will continue as representative to the Montgomery County Chamber of Commerce.
 - c. Town Council Representative to New River Valley Regional Commission
Councilwoman Hockett was appointed to the New River Valley Regional Commission.
 - d. Town Council Representative to Public Arts Advisory Board
Councilman Jenkins was appointed to the Public Arts Advisory Board.
 - e. Representative and Alternate to New River Valley Agency on Aging Board

Councilwoman Hicks was appointed as representative to the New River Valley Agency on Aging Board with Councilwoman Bowman as Alternate.

- f. Representative to Virginia Tech/Montgomery Regional Airport Authority Board

Per Mayor Barber the term has not ended - no appointment needed.

7. Reaffirmation of Town Council Code of Ethics

Councilwoman Hicks expressed that she felt in the past the Code of Ethics had been used against her.

Councilman Wilson made a motion to approve the reaffirmation of the Town Council Code of Ethics, seconded by Councilwoman Hockett. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Nay; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

8. Town Council reaffirmation of Town Attorney Engagement Policy

Councilman Wilson made a motion to approve the reaffirmation of the Town Attorney Engagement Policy, seconded by Councilwoman Hockett. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

B. Closed Meeting:

1. Councilwoman Hockett made a motion to enter into a Closed Meeting under Code of Virginia § 2.2-3711(A)(1), for the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The Closed Meeting is being held for discussion of personnel, specifically the appointment of officers for the year 2024. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye.

-Motion Approved

2. Reconvene in Open Meeting

3. Certification

Councilwoman Hockett 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

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

-Motion Approved

4. Council action on the matters

Councilman Bishop made a motion to reappointment Randy Wingfield as Town Manager, seconded by Councilman Wilson. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

Councilwoman Hicks made a motion to reappointment Tracy Heinline as Clerk of Council, seconded by Councilman Wilson. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

Councilwoman Hicks made a motion to reappointment Valerie Tweedie as Finance Director, seconded by Councilwoman Hockett. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

Councilman Bishop made a motion to reappointment Chris Ramsey as Chief of Police, seconded by Councilman Jenkins. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved


Councilman Wilson made a motion to reappointment Sands Anderson PC as Town Attorney, seconded by Councilwoman Hockett. Town Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

-Motion Approved

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:48 p.m.


Tracy Heinline, Clerk of Council


D. Michael Barber, Mayor