



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
JANUARY 28, 2025 – 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](http://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](http://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, January 28, 2025 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 January 14, 2025 and January 15, 2025
- B. Monthly Bill list
- C. Approval of Resolution to Petition the Virginia Department of Transportation for Maintenance Payments for Certain Streets in the Urban Maintenance Inventory System

V. INTRODUCTIONS AND PRESENTATIONS

- A. Director of Community Health Holly Lesko from the New River Valley Recovery Ecosystem program to present on their Opioid Abatement Authority

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Town of Christiansburg Community Development Block Grant (CDBG) 2023 Consolidated Annual Performance and Evaluation Report (CAPER). The public hearing was held January 14, 2025.
- B. Town Council appointment of Council representative to the Montgomery Tourism Development Council for a term from January 1, 2025 to December 31, 2027
- C. Town Council recommendation to the Montgomery County Board of Supervisors for the reappointment of Billy Hanks and the appointment of Joshua Settlege and Scot Shippee to the Montgomery County Fire and Rescue Commission for a term from January 1, 2025 to December 31, 2025
- D. Award of Façade Grants
- E. Downtown parking

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

- A. Closed Meeting:
  - 1. Request for a Closed Meeting under Code of Virginia § 2.2-3711(A)(3), for the discussion or consideration of the acquisition or 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 for Parks and Recreation.
  - 2. Reconvene in Open Meeting
  - 3. Certification
  - 4. Council action on the matters

XII. ADJOURNMENT

Upcoming meetings of Council:

February 11, 2025, 7:00 p.m. – Regular Meeting

February 19, 2025, 6:30 p.m. – Regular Work Session

February 25, 2025, 7:00 p.m. – Regular Meeting

CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
JANUARY 14, 2025 – 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 14, 2025, AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Samuel M. Bishop; Kim Bowman; Johana Hicks; Tanya Hockett; Casey Jenkins; Tim Wilson.

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Scot Shippee; Town Attorney Reid Broughton; Clerk of Council Tracy Heinline; Public Relations Director Christina Bolt; Planning Director Retta Jackson; Planner I Daria Chicosky; Associate Planner Jillian Layton; Public Works Director Jim Lancianese; Aquatics Director Terry Caldwell; Fire Chief Billy Hanks; Engineering Director Mike Kelley; Planner II Devon Shields; Chief of Police Chris Ramsey; EMS Deputy Chief Josh Settlage; Director of Finance Katie Miano

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilwoman Hockett.

II. ADJUSTMENT OF THE AGENDA

None.

III. PUBLIC HEARINGS

- A. Town of Christiansburg Community Development Block Grant (CDBG) 2023 Consolidated Annual Performance and Evaluation Report (CAPER)

Planning Director Retta Jackson explained this report was a summary of activities from 2023 that the Town was required to report concerning the Department of Housing and Urban Development (HUD) as part of the Town of Christiansburg being an Entitlement Community with HUD. She expressed that there are two reports each year; one annual plan and the other a report of activities that took place the prior year.

Councilwoman Hicks asked if there would be funds available for sidewalks in Town. Mrs. Jackson explained that a portion would be used for sidewalks on E. Main Street. Councilwoman Bowman asked that staff provide projects that the funds had been used for in the past.

#### IV. CONSENT AGENDA

- A. Approval of Minutes of December 10, 2024
- B. Monthly Bill List
- C. Approve Assistant Town Manager Scot Shippee as an additional Town check signer
- D. Contract Amendment #2 with A. Morton Thomas and Associates, Inc., for Construction Engineering and Inspections (CEI) Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term.
- E. Contract Amendment #2 with Century Engineering, LLC., for Construction Engineering and Inspections (CEI) Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term.
- F. Contract Amendment #2 with McDonough Bolyard Peck, Inc. d/b/a MBP, for Construction Engineering and Inspections (CEI) Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term.
- G. Contract Amendment #2 with Rummel, Klepper & Kahl, LLP, for Construction Engineering and Inspections (CEI) Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term.
- H. Contract Amendment #2 with Whitman, Requardt & Associates, LLP, for Construction Engineering and Inspections (CEI) Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term.

Councilwoman Hockett made a motion to approve the consent agenda as presented, seconded by Councilman Wilson.

Councilwoman Hicks questioned the contract amendments within the consent agenda and expressed she felt the wording was vague for the projects. Town Manager Wingfield explained the amendments were not for a particular project and they were dependent on an as needed basis. Engineering Director Mike Kelley explained the services were inspections on capital projects and the funds could come from the Town's general fund, grants, or VDOT funding. Mr. Kelley added that these contract services give the Town flexibility to hire for services to get the projects completed.

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

*Motion Approved*

V. INTRODUCTIONS AND PRESENTATIONS

None.

VI. CITIZEN COMMENTS

None.

VII. COMMITTEE REPORTS

Councilwoman Hicks questioned the façade grants from the Central Business Committee and asked if it could be placed on the agenda for a vote. Planning Director Retta Jackson explained the façade grants needed to be discussed further before a final vote by Council.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Conditional Use Permit request by Valley Classical School, Inc., property owner and applicant, to allow a private school in the B-2 Central Business District on property located at 100 W. Main Street (Tax Parcels 527 – ((A)) – 66 and 68; Parcel IDs 070462 and 015853) consisting of approximately 1.676 acres. The property is designated as Downtown Mixed Use on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held on December 10, 2024.

Councilman Bishop made a motion to approve the conditional use permit to allow a private school located at 100 W. Main Street, seconded by Councilwoman Hicks.

Dr. Justin Zahraee, Head of School at Valley Classical School, noted there were 103 students enrolled at the private school and currently they were having discussions with architects concerning interior changes.

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

*Motion Approved*

- B. Reappointment of Robin Boyd and John Neel to the Recreation Advisory Commission for a 4-year term from January 1, 2025 to December 31, 2028

Councilwoman Hicks made a motion to reappoint Robin Boyd and John Neel to the Recreation Advisory Commission for a 4-year term, seconded by Councilwoman Hockett.

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

*Motion Approved*

- C. Reappointment of Heather Browning to the Christiansburg Public Arts Advisory Board for a 2-year term from January 1, 2025 to December 31, 2026

Councilman Bishop made a motion to reappoint Heather Browning to the Christiansburg Public Arts Advisory Board for a 2-year term, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

- D. Reappointment of Jeananne Knies, Mark Curtis, Jennifer Sowers, and Thomas Bernard to the Planning Commission for a four-year term from January 1, 2025 to December 31, 2028

Councilwoman Hockett made a motion to approve the reappointment of Jeananne Knies, Mark Curtis, Jennifer Sowers, and Thomas Bernard to the Planning Commission for a four-year term, seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

- E. Reappointment of Kevin Conner and Steve Semones, and new appointment of Stephanie Bell to the Building Code Board of Appeals for a three-year term from January 1, 2025 to December 31, 2027

Councilwoman Hicks made a motion to approve the reappointment of Kevin Conner and Steve Semones, and new appointment of Stephanie Bell to the Building Code Board of Appeals for a three-year term, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

- F. Reappointment of Steve Simmons, Beverly Bridges, and Amelia Tuckwiller to the Aquatics Advisory Commission for a three-year term from January 1, 2025 to December 31, 2027

Councilman Jenkins made a motion to approve the reappointment of Steve Simmons, Beverly Bridges, and Amelia Tuckwiller to the Aquatics Advisory Commission for a three-year term, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

- G. Reappointment of Hampton Inn General Manager Andrew Crowder as hotel representative and Sandro's Alessandro Pugliese as restaurant representative to the Montgomery County – Blacksburg – Christiansburg Regional Tourism Office Tourism Development Council for a two-year term from January 1, 2025 to December 31, 2026

Councilwoman Hockett made a motion to approve the reappointment of Hampton Inn General Manager Andrew Crowder as hotel representative and Sandro's Alessandro Pugliese as restaurant representative to the Montgomery County – Blacksburg – Christiansburg Regional Tourism Office Tourism Development Council for a two-year term, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

- H. Discussion of order abatement of an unsafe structure located at 995 Montgomery Street, N.E. (Tax Parcel 497 – ((A)) – 185C; Parcel ID 028826) consisting of approximately 0.268 total acres by demolition in accordance with Sec. 10-58. – Enforcement by council. of Article III. Unsafe Buildings, Walls, and Structures of Chapter 10 Buildings and Building Regulations of the Christiansburg Town Code

Town Manager Wingfield acknowledged the property on Montgomery Street had been sold in the middle of planning for demolition and the Town had since reached out to the new owner. He explained the new owner had applied for a demolition permit and would be demolishing the building on their own. Councilwoman Hicks expressed concern that notification was not given to the property owner and was thankful the Town did not demolish the building. Mayor Barber clarified that notifications had been sent to the previous owner for over a year with no response. Mr. Wingfield noted the current owner's demolition permit was valid for 180 days and until then the Town would allow the current homeowner to demolish the building on their own. Councilwoman Bowman asked if there could be safeguards placed to keep this situation from happening again. Mr. Wingfield explained that any violation moving forward that was brought to Town Council or to court would be checked with Montgomery County records beforehand.

- I. Audio quality in Town Council Chambers and Administrative Conference Room (Bowman and Hicks)

Councilwoman Bowman expressed concern for the various complaints about sound quality in Council Chambers and that voices from the audience during Council meetings needed to be heard clearer. Mrs. Bowman added that she wanted to keep this on the agenda because she felt there were additional ways to improve the quality of Council meetings for people listening in. She also added that while listening to a previous committee meeting, she noted someone speaking poorly of a person in the audience from the podium and expressed how it was unprofessional and inappropriate and would like to see that type of behavior change. Councilwoman Hicks noted that several audio concerns have been corrected recently and asked that anyone that wanted to speak to Council during a meeting go to the podium to be heard. Mr. Wingfield added that Council speak into the microphones directly to be heard clearer as well. Councilwoman Hicks questioned if the Town had received quotes yet for a new audio system. Public Relations Director Christina Bolt explained the Town was waiting on two quotes to come back and discussing what improvements can be made to the system. Mrs. Bolt stated Council would be updated along the way. Councilwoman Bowman noted the troubleshooting done over the past few months and expressed appreciation for the work done by staff.



## IX. STAFF REPORTS

### A. Town Manager

Town Manager Wingfield reported that the Town's Christmas Tree collection would end on Friday, the 17<sup>th</sup>. Mr. Wingfield reported that Town Hall would be closed Monday, the 20<sup>th</sup> for Martin Luther King, Jr. Day. He added that Council's financial disclosure forms were due February 1<sup>st</sup>. Mr. Wingfield stated there were several public hearings he would like to set for February 25, 2025:

- A request by Harley Ashe and Elizabeth Ashe to vacate approximately 260 linear feet of a 7.5-foot-wide public utility easement on the north side of property located at 95 Skyline Street, N.E.
- A corporate boundary line adjustment request by RWW4, LLC, property owner and applicant, to incorporate property on the southern side of I-81 within the Town of Christiansburg.
- A rezoning request by RWW4, LLC, property owner and applicant, to rezone property located at the end of Summitridge Road and adjoining the southern side of I-81 within unincorporated Montgomery County adjoining the southern side of I-81.
- A conditional use permit request by RWW4, LLC, property owner and applicant, for a planned housing development for a single-family residential development on property located at the end of Summitridge Road and adjoining the southern side of I-81 within unincorporated Montgomery County adjoining the southern side of I-81.
- A conditional use permit request by SHAH Development LLC, property owner and applicant, to allow a two-family dwelling located on the northwest corner of Roanoke Street and Craig Street, N.W.
- A conditional use permit request by Rockstep Christiansburg LLC, property owner, to allow a carnival from March 23, 2025 through April 8, 2025 located at 782 New River Road, N.W.

Town Council agreed to set the listed public hearings. Mr. Wingfield reminded Council of the work session on January 15, 2025.

### B. Town Attorney – no report

### C. Other Staff – no report

## X. COUNCIL REPORTS

Councilwoman Hicks questioned how citizens were notified of the change in the online bill system beforehand. Mr. Wingfield stated that the Town does not send bills for amounts less than \$1 and waives the penalty and interest when they come in to pay. Finance Director Katie Miano explained to Council that originally notices were sent out in the water bills, placed on social media and the Town's website, and a mailer had been sent out to citizens with how-to

instructions for the updated website. Mrs. Miano clarified that customers with recurring credit card payments have called the most and explained the Town has started calling customers now to let them know of the change in the system. She explained that if a recurring credit card account has not been paid the Town will call the customer.

Councilwoman Hicks also noted appreciation that Montgomery County and the Town of Blacksburg both had public hearings concerning tourism.

XI. OTHER BUSINESS

A. Re-organization for the Year 2025:

1. Town Council election of Vice-Mayor

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

*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 meetings and council work sessions moving forward, seconded by Councilman Wilson. 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 Wilson and Councilwoman Bowman to the Water and Waste Committee.

b. Street Committee

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

c. Emergency Services Committee

Mayor Barber appointed Councilman Wilson and Councilwoman Hockett to the Emergency Services Committee

d. Central Business District Committee

Mayor Barber appointed Councilwoman Hockett and Councilman Jenkins to the Central Business District Committee

- e. Finance Committee – Ad hoc  
The Finance Committee is not assigned to a representative and convenes as needed.
  - f. Public Health and Welfare Committee – Ad hoc  
The Public Health and Welfare Committee is not assigned to a representative and convenes as needed.
  - g. Council on Human Relations Committee – Ad hoc  
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 Board:
    - a. Town Council Representative to Montgomery County Chamber of Commerce  
Mayor Barber was appointed to the Montgomery County Chamber of Commerce
    - b. Town Council Representative to Town Bikeway – Walkway Committee  
Councilman Jenkins was appointed to the Town Bikeway – Walkway Committee
    - c. Town Council Representative to Town Sustainability Committee  
Councilman Wilson was appointed to the Town Sustainability Committee
    - d. Town Council Representative and Alternate to New River Valley Agency on Aging Board of Directors  
Councilwoman Hicks was appointed as representative to the New River Valley Agency on Aging Board with Councilwoman Bowman as Alternate.

7. Town Council reaffirmation of Town Council Code of Ethics

Councilwoman Hockett made a motion to approve the reaffirmation of the Town Council Code of Ethics, seconded by Councilman Wilson.

Councilwoman Hicks expressed concern that some Councilmembers was not following the Code of Ethics in Council meetings.

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

*Motion Approved*

Mayor Barber stated that the Code of Ethics applies to all Council members.

8. Town Council reaffirmation of Town Attorney Engagement Policy

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

*Motion Approved*

B. Closed Meeting:

Councilman Wilson 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 2025. Councilwoman Hockett seconded the motion and Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

1. Reconvene in Open Meeting

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

*Motion Approved*

2. Council action on the matters

C. Appointment of Officers:

1. Town Manager

Councilwoman Hockett made a motion to reappoint Randy Wingfield as Town Manager, seconded by Councilman Wilson.

Councilwoman Hicks expressed that her interaction with Mr. Wingfield had been satisfactory and added that she appreciates his weekly reports to Council. Councilwoman Hockett voiced appreciation for Mr. Wingfield's work and his quickness in answering Council's questions and concerns.

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

*Motion Approved*

2. Clerk of Council

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

*Motion Approved*

3. Police Chief

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

*Motion Approved*

4. Town Attorney

Councilwoman Hicks made a motion to reappoint 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 7:58 p.m.

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Tracy Heinline, Clerk of Council

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D. Michael Barber, Mayor

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
SPECIAL MEETING MINUTES  
JANUARY 15, 2025 – 6:30 P.M.**

A SPECIAL MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON JANUARY 15, 2025, AT 6:30 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Scot Shippee; Clerk of Council Tracy Heinline; Public Relations Director Christina Bolt; Fire Chief Billy Hanks; Deputy Fire Marshal Curtis Whitt; EMS Deputy Director Josh Settlege

WORK SESSION

I. Call To Order

Mayor Barber called the work session to order.

II. Adjustment of the Agenda

No adjustment to the agenda

III. Discussion and Action by Mayor and Council

A. Emergency Services Funding Requests for Montgomery County

Mayor Barber explained he had instructed Town Manager Wingfield to reach out to Montgomery County to ask for their proposal for Emergency Services funding and that they desired a request letter from the Town.

Councilman Wilson expressed that he would like to discuss with Council where they would like to see Emergency Services in five years. Mr. Wilson noted there was a significant amount of work still to do; finding property for a new emergency services building, allocate funding for the land, and hiring additional full-time firefighters for the Fire Department. He stated that Council should commit to something soon in order to

move forward. Councilman Wilson asked for Council discussion on the parcel at the Christiansburg Huckleberry Park for a potential location for emergency services.

Fire Chief Billy Hanks expressed the call volume in the uptown Christiansburg area was the heaviest compared to the downtown area and that a considerable amount of citizen growth was on that side as well. Chief Hanks added that since 2010 he has asked for paid firefighters in the budget and has been denied most years. He stated that the Town continues to grow so the Fire Department needs to grow with it. Chief Hanks felt two additional firefighters staffed and the lot at the new park would be sufficient for emergency services explaining they need at least five acres.

Councilwoman Hicks voiced that the County should help fund the new emergency services building or the Town should give the County property in Town and let them be responsible for Emergency Services. Councilman Wilson clarified that the Town is responsible for their own fire and rescue and does not have the ability to give it all to the County and walk away.

Councilman Jenkins agreed the Town needs a plan to move forward and that placing Emergency Services in the Roanoke Street area is not sufficient due to the call volume showing a greater need in uptown. Mr. Jenkins felt the Town should commit to the new park area due to density as well as look at incorporating more full-time firefighters.

Mayor Barber added that the market for experienced firefighters was low, and that Christiansburg has recently had two career firefighters resign and that while they are currently hiring to replace those two there is still the issue of the department being short-staffed. He suggested Council could approve a budget amendment for more full-time staff at the Fire Department if needed. Council agreed. Chief Hanks estimated \$88,000 for each full-time firefighter.

Councilwoman Hockett agreed that the Town should first define what the need is for the paid firefighters and what will it cost to fill the gap before asking the County for funding. Town Manager Wingfield suggested asking for a percentage of total operating salaries and fringe benefits.

Councilwoman Bowman recalled that the piece of property at the Christiansburg Huckleberry Park was supposed to be sold to bring in economic growth and help pay for the debt service and felt this would be a vanity property if emergency services used it. Mrs. Bowman felt the Town could find a more affordable property. Councilwoman Hockett noted there was a shortage of property to purchase in Christiansburg.

Assistant Town Manager Scot Shippee noted the heat map shows what percentage of emergency services calls were within the Town versus what was in the unincorporated areas. He added that looking at the average of those numbers you could see what percentage was in the Town and what was in the County. Mr. Shippee questioned if the funds the County had already provided to the Town equal the percentage of services the Town is providing to the County. Chief Hanks clarified that the numbers do align, especially after his department received an increase in their budget last year.

Councilman Wilson expressed concern for the continuous discussion and no action concerning potential property. He added that currently emergency vehicles must drive through N. Franklin Street traffic to get to the Peppers Ferry Road area which was very difficult and time consuming.

Councilwoman Hockett clarified that now they have action items to take back to the Emergency Services Committee to discuss from this work session. Council was agreeable to Chief Hanks interviewing for two firefighters to replace previous staff as well as two additional firefighters.

Councilman Wilson noted the Emergency Services Committee would meet on January 27<sup>th</sup> and would develop a plan to share with Council including a set figure from the hiring of firefighters. And once a plan was agreed upon it could be presented to the County.

B. Purchase of property for Parks and Recreation

Councilwoman Hicks expressed concern there was not sufficient parking at the Recreation Center for events and suggested the Town purchase the land near the building in the next five years or it would be gone. Councilman Wilson suggested that since she was discussing buying property it should be considered a closed meeting topic. Councilwoman Hicks asked that the discussion be placed on the next Town Council meeting for a closed session. Council agreed.

IV. Adjournment

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:00 p.m.

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Tracy Heinline, Clerk of Council

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D. Michael Barber, Mayor



**TOWN OF CHRISTIANBURG**  
**TO BE PAID BILL LIST 01.31.25**

<b>BILLS FOR DECEMBER 2024 AND JANUARY 2025</b>			
<b>Vendor</b>	<b>Description</b>	<b>Detail Amount</b>	<b>Department</b>
ABC TIRE AND AUTO LLC	PD - STATE INSP	\$ 20.00	Police
AMAZON CAPITAL SERVICES INC	BLDG INSP - OFFICE SUPPLIES	\$ 74.90	Building
AMAZON CAPITAL SERVICES INC	PW FLEET MAINT - AIR COMPRESSOR/SUPPLIES	\$ 1,261.93	Fleet Maintenance
ASSURED DATA PROTECTION INC	IT DEPT - FY 2025 Service	\$ 4,222.26	Information Technology
B R E PETROLEUM LLC	FIRE DEPT - ATG TESTING	\$ 618.30	Fire
BANE OIL COMPANY INC	PUBLIC WORKS - OFF ROAD DIESEL	\$ 397.54	Sewer Pump Station Operations
BANE OIL COMPANY INC	PUBLIC WORKS - OFF ROAD DIESEL	\$ 238.53	Storm Drain Operations
BANE OIL COMPANY INC	PUBLIC WORKS - OFF ROAD DIESEL	\$ 556.56	Streets Operations
BANE OIL COMPANY INC	PUBLIC WORKS - OFF ROAD DIESEL	\$ 397.54	Water Operations
BEVERAGE TRACTOR & EQUIPMENT LLC	REC DEPT - VENTRAC ATTACHMENT	\$ 3,300.00	Parks & Recreation
BLUE RIDGE ANALYTICAL LLC	WWTP - LAB TESTS	\$ 1,047.00	Treatment Plant Operations
BORTEK INDUSTRIES INC	PUBLIC WORKS - CYLINDER	\$ 1,418.30	Streets Operations
BROWNELLS INC.	POLICE - MATERIALS/SUPPLIES	\$ 3,828.81	Police
BSN SPORTS COLLEGIATE PACIFIC	REC DEPT - BACKSTOP PADDING	\$ 6,790.40	Huckleberry Park
CAMBRIDGE COMPUTER SERVICES INC	IT DEPT - CISCO SWITCHES	\$ 40,170.32	Information Technology
CAPITAL LIGHTING & SUPPLY LLC	REC DEPT - LIGHTING SUPPLIES	\$ 198.04	Parks & Recreation
CARTER MACHINERY	PUBLIC WORKS - MATERIALS/SUPPLIES	\$ 1,657.65	Streets Operations
CENTURY ENGINEERING INC	Stafford Drive Signal	\$ 23,512.83	STAFFORD DRIVE SIGNAL
CERTIFIED POWER INC	PUBLIC WORKS - REPAIRS	\$ 1,151.83	Streets Operations
CHA CONSULTING INC	WWTP - IN-PLANT OPERATIONAL ASSIST	\$ 293.00	Treatment Plant Operations
CINTAS CORPORATION NO. 2	CEMETERY - UNIFORMS	\$ 24.56	Cemetery
CINTAS CORPORATION NO. 2	FIRE DEPT - UNIFORMS	\$ 18.83	Fire
CINTAS CORPORATION NO. 2	SEWER OPS - UNIFORMS	\$ 53.01	Sewer Pump Station Operations
CINTAS CORPORATION NO. 2	SEWER OPS - UNIFORMS	\$ 132.24	Sewer Pump Station Operations
CINTAS CORPORATION NO. 2	STORMWATER - UNIFORMS	\$ 63.84	Storm Drain Operations
CINTAS CORPORATION NO. 2	PUBLIC WORKS - UNIFORMS	\$ 142.11	Streets Operations
CINTAS CORPORATION NO. 2	PUBLIC WORKS - UNIFORMS	\$ 337.95	Streets Operations
CINTAS CORPORATION NO. 2	WATER OPS - UNIFORMS	\$ 145.19	Water Operations
CLEANING EQUIPMENT & SERVICES INC	PW BLDG MAINT - SERVICE CALL/CLEANING	\$ 410.60	Facility Maintenance
COLE TRUCK PARTS INC	SOLID WASTE - BELT	\$ 53.88	Solid Waste
COLE TRUCK PARTS INC	SOLID WASTE - BLOCK HEATER	\$ 148.56	Solid Waste
COLE TRUCK PARTS INC	PUBLIC WORKS - ASPHALT TARP	\$ 437.14	Streets Operations
COLE TRUCK PARTS INC	PUBLIC WORKS - BLADE GUIDE	\$ 753.31	Streets Operations
COLE TRUCK PARTS INC	PUBLIC WORKS - ASPHALT TARP	\$ 437.14	Water Operations
COLORADO TIME SYSTEMS	AQUATICS - POOL TIMING SYSTEM PARTS	\$ 3,305.00	Aquatics
CONTINENTAL BATTERIES	PUBLIC WORKS - ALTERNATOR	\$ 195.00	Streets Operations
DALE'S GARAGE	PUBLIC WORKS - PLOW SUPPLIES	\$ 1,699.38	Streets Operations
DRELLISHAK AND DRELLISHAK INC	POLICE DEPT - HEADSETS	\$ 11,566.04	Police
DUNCAN FORD MAZDA	POLICE DEPT - REPAIRS 162	\$ 1,956.64	Police

**TOWN OF CHRISTIANBURG****TO BE PAID BILL LIST 01.31.25****BILLS FOR DECEMBER 2024 AND JANUARY 2025**

<b>Vendor</b>	<b>Description</b>	<b>Detail Amount</b>	<b>Department</b>
DUNCAN FORD MAZDA	PUBLIC WORKS - REPAIRS	\$ 530.80	Streets Operations
EAHEART INDUSTRIAL SERVICE INC	PUBLIC WORKS - FORKLIFT	\$ 43,788.00	Fleet Maintenance
EAST COAST EMERGENCY VEHICLES LLC	POLICE - VEH LIGHTS	\$ 1,250.00	Police
ELECTRICAL SUPPLY CO	CEMETERY - LIGHTING STAKE	\$ 11.25	Cemetery
ELECTRICAL SUPPLY CO	PW BLDG & GRNDS - PARTS	\$ 40.10	Facility Maintenance
ELECTRICAL SUPPLY CO	REC DEPT - CREDIT/RETURN - LED LIGHTS	\$ (84.00)	Parks & Recreation
ELECTRICAL SUPPLY CO	REC DEPT - LIGHTING SUPPLIES	\$ 598.20	Parks & Recreation
ELECTRICAL SUPPLY CO	POLICE DEPT - ELECTRICAL PARTS	\$ 97.50	Police
ELP - CHRISTIANBURG INC	POLICE DEPT - TILE FLOORING	\$ 17,498.48	Police
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE INC	WWTP - SLUDGE HAULING DEC 2024	\$ 15,137.12	Treatment Plant Operations
EXCEL TRUCK GROUP	SOLID WASTE - BELT	\$ 70.13	Solid Waste
EXCEL TRUCK GROUP	STORMWATER - LED SUPPLIES	\$ 118.30	Storm Drain Operations
FASTENAL COMPANY	WWTP - SUPPLIES/MATERIALS	\$ 19.20	Treatment Plant Operations
FERGUSON ENTERPRISES INC #75	STATION B - SUPPLIES/MATERIALS	\$ 101.25	Facility Maintenance
FERGUSON ENTERPRISES INC #75	WWTP - PARTS	\$ 24.75	Treatment Plant Operations
FERGUSON ENTERPRISES INC #75	WATER OPS - STOCK SUPPLIES	\$ 124.77	Water Operations
FERGUSON ENTERPRISES INC #75	WATER OPS - PARTS/SUPPLIES	\$ 284.14	Water Operations
FERGUSON ENTERPRISES INC #75	WATER OPS - STOCK SUPPLIES	\$ 42.35	Water Operations
FERGUSON ENTERPRISES INC #75	WATER OPS - STOCK SUPPLIES	\$ 233.54	Water Operations
FERGUSON ENTERPRISES INC #75	WATER OPS - YOKE CONNECTORS	\$ 262.50	Water Operations
FERGUSON ENTERPRISES INC #75	WATER OPS - SETTING COUPLINGS	\$ 160.52	Water Operations
FIRE RESCUE AND TACTICAL INC	EMS - UNIFORMS	\$ 75.00	Rescue
FIRE RESCUE AND TACTICAL INC	EMS - UNIFORMS	\$ 300.25	Rescue
FISHER AUTO PARTS INC	STORMWATER - FUSES	\$ 8.17	Storm Drain Operations
GALLS PARENT HOLDINGS LLC	POLICE - UNIFORMS	\$ 57.10	Police
GALLS PARENT HOLDINGS LLC	POLICE - UNIFORMS	\$ 68.40	Police
GENUINE PARTS COMPANY INC	REC DEPT - VEH OIL	\$ 14.62	Parks & Recreation
GENUINE PARTS COMPANY INC	PUBLIC WORKS - SUPPLIES/PARTS	\$ 19.34	Streets Operations
GENUINE PARTS COMPANY INC	PUBLIC WORKS - PARTS/SUPPLIES	\$ 129.42	Streets Operations
GENUINE PARTS COMPANY INC	PUBLIC WORKS - BATTERY CABLE CONNECTOR	\$ 40.20	Streets Operations
GENUINE PARTS COMPANY INC	PUBLIC WORKS - WIPER BLADES	\$ 42.57	Streets Operations
GENUINE PARTS COMPANY INC	PUBLIC WORKS - CLAMPS	\$ 43.94	Streets Operations
HALL'S GARAGE DOORS INC	PW FLEET BLDG SERVICE CALL	\$ 870.00	Facility Maintenance
HALL'S GARAGE DOORS INC	PW FLEET BLDG SERVICE CALL/REPAIRS	\$ 665.00	Facility Maintenance
HALL'S GARAGE DOORS INC	REC DEPT - HOIST OPENER	\$ 1,910.00	Parks & Recreation
HARVEY CHEVROLET CORP.	PUBLIC WORKS - CLUTCH	\$ 676.89	Streets Operations
HAZEN AND SAWYER	LCRR SERVICE LINE INVENTORY SUPPORT	\$ 1,578.00	Water Operations
HD SUPPLY INC	WWTP - LAB SUPPLIES	\$ 640.79	Treatment Plant Operations
HD SUPPLY INC	WWTP - LAB SUPPLIES	\$ 25.40	Treatment Plant Operations

TOWN OF CHRISTIANBURG TO BE PAID BILL LIST 01.31.25			
Vendor	Description	Detail Amount	Department
HIGHWAY MOTORS INC.	PUBLIC WORKS - MUFFLER	\$ 1,214.09	Streets Operations
HOSE HOUSE INC.	FLEET MAINT - PARTS/SUPPLIES	\$ 113.55	Fleet Maintenance
HOSE HOUSE INC.	FLEET MAINT - PARTS/SUPPLIES	\$ 8.67	Fleet Maintenance
HOSE HOUSE INC.	PUBLIC WORKS - PARTS/SUPPLIES	\$ 114.66	Streets Operations
HOSE HOUSE INC.	PUBLIC WORKS - PARTS	\$ 5.25	Streets Operations
IES COMMERCIAL INC	IT DEPT - CELL BOOSTER TOWN HALL	\$ 9,439.55	Information Technology
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY INC	PUBLIC WORKS - BATTERIES	\$ 152.95	Facility Maintenance
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY INC	PUBLIC WORKS - BATTERIES	\$ 149.95	Sewer Pump Station Operations
IV LABS INC	WWTP - LAB SUPPLIES	\$ 520.00	Treatment Plant Operations
JAMES RIVER EQUIPMENT-SALEM	PUBLIC WORKS - PLOW BLADE	\$ 1,485.00	Streets Operations
JASPER ENGINE EXCHANGE INC	FLEET MAINT - TRANSMISSION STAND	\$ 2,408.00	Treatment Plant Operations
K & N TOOLS LLC	RADIO SHOP - SUPPLIES/MATERIALS	\$ 112.31	Fire
K & N TOOLS LLC	REC DEPT - SMALL TOOLS	\$ 124.99	Parks & Recreation
KBS EARTHWORKS INC	INDUSTRIAL PARK BASIN	\$ 150,252.01	Industrial Pk Impr SWM
KING-MOORE INC	IT SUPPORT - 16 HOURS DEC 2024	\$ 1,760.00	Information Technology
KINGS TIRE SERVICE INC	PUBLIC WORKS - TIRES	\$ 912.00	Sewer Pump Station Operations
KINGS TIRE SERVICE INC	PUBLIC WORKS - TIRES	\$ 912.00	Solid Waste
KINGS TIRE SERVICE INC	PUBLIC WORKS - TIRES	\$ 912.00	Streets Operations
KINGS TIRE SERVICE INC	PUBLIC WORKS - TIRES	\$ 966.00	Streets Operations
KINGS TIRE SERVICE INC	PUBLIC WORKS - TIRES	\$ 396.00	Streets Operations
KORMAN SIGNS INC.	SIGN SHOP - MATERIALS/SUPPLIES	\$ 984.05	Streets Operations
LIFE-ASSIST INC	EMS - MEDICAL SUPPLIES	\$ 453.48	Rescue
LIFE-ASSIST INC	EMS - MEDICAL SUPPLIES	\$ 171.81	Rescue
MARTIN CONTROL AND EQUIPMENT COMPANY	WWTP - METHANE VALVE	\$ 12,389.26	Treatment Plant Operations
MCCLUNG-LOGAN EQUIPMENT CO INC	SOLID WASTE - MATERIALS/SUPPLIES	\$ 494.74	Solid Waste
MCDONOUGH BOLYARD PECK INC	HUCKLEBERRY PARK	\$ 400.00	Truman Wilson Park
MCGRADY-PERDUE HEATING & COOLING INC	PUBLIC WORKS - SERVICE CALLS/HVAC REPAIRS	\$ 649.00	Facility Maintenance
MIDWEST MOTOR SUPPLY INC	PW FLEET MAINT - PARTS/SUPPLIES	\$ 812.28	Fleet Maintenance
MONTGOMERY DISTRIBUTORS	CEMETERY - GLOVES	\$ 119.28	Cemetery
MONTGOMERY DISTRIBUTORS	PW BLDG MAINTENCE - PPE	\$ 14.50	Facility Maintenance
MONTGOMERY DISTRIBUTORS	REC DEPT - UNIFORM SUPPLIES	\$ 189.70	Parks & Recreation
MOORE'S ELECTRICAL & MECHANICAL CONSTRUCTION INC	AQUATICS - HVAC REPAIRS	\$ 2,375.00	Aquatics
MUNICIPAL EMERGENCY SERVICES INC	POLICE - UNIFORM EMBROIDERY	\$ 4.00	Police
NATIONAL POOLS OF ROANOKE INC.	AQUATICS - POOL MATERIALS	\$ 387.00	Aquatics
NATIONAL POOLS OF ROANOKE INC.	AQUATICS - POOL MATERIALS/SUPPLIES	\$ 1,270.54	Aquatics
NATIONAL POOLS OF ROANOKE INC.	AQUATICS - POOL CHEMICALS	\$ 3,568.00	Aquatics
NEW RIVER FIRE EXTINGUISHERS	PUBLIC WORKS - FIRE EXT RECHARGES	\$ 147.60	Facility Maintenance
NEW RIVER FIRE EXTINGUISHERS	PUBLIC WORKS - FIRE EXT RECHARGES	\$ 147.60	Streets Operations
NEW RIVER FIRE EXTINGUISHERS	PUBLIC WORKS - FIRE EXT RECHARGES	\$ 147.80	Water Operations

TOWN OF CHRISTIANSBURG			
TO BE PAID BILL LIST 01.31.25			
Vendor	Description	Detail Amount	Department
NORTHERN SAFETY CO INC.	PUBLIC WORKS - STOCK SUPPLIES	\$ 123.00	Sewer Pump Station Operations
NORTHERN SAFETY CO INC.	PUBLIC WORKS - STOCK SUPPLIES	\$ 123.00	Storm Drain Operations
NORTHERN SAFETY CO INC.	PUBLIC WORKS - STOCK SUPPLIES	\$ 123.00	Streets Operations
NORTHERN SAFETY CO INC.	PUBLIC WORKS - STOCK SUPPLIES	\$ 123.00	Water Operations
NORTHWEST HARDWARE CO INC	PUBLIC WORKS - PARTS/SUPPLIES	\$ 49.49	Facility Maintenance
NORTHWEST HARDWARE CO INC	PUBLIC WORKS - PARTS/SUPPLIES	\$ 74.68	Facility Maintenance
NORTHWEST HARDWARE CO INC	PW WASHBAY MATERIALS	\$ 34.52	Facility Maintenance
NORTHWEST HARDWARE CO INC	PW BLDG GRNDS - SUPPLIES/MATERIALS	\$ 8.09	Facility Maintenance
NORTHWEST HARDWARE CO INC	PW BLDG GRNDS - SUPPLIES	\$ 8.10	Facility Maintenance
NORTHWEST HARDWARE CO INC	EMS - TOOLS	\$ 17.37	Rescue
NORTHWEST HARDWARE CO INC	SOLID WASTE - PARTS/SUPPLIES	\$ 6.83	Solid Waste
NORTHWEST HARDWARE CO INC	WWTP - MATERIALS/SUPPLIES	\$ 388.58	Treatment Plant Operations
NORTHWEST HARDWARE CO INC	WWTP - SUPPLIES/MATERIALS	\$ 226.40	Treatment Plant Operations
POWER ZONE	PUBLIC WORKS - MATERIALS/PARTS	\$ 19.99	Streets Operations
PRECISION GLASS & UPH. INC.	REC DEPT - WINDSHIELD	\$ 314.13	Parks & Recreation
QUALITY TIRE & BRAKE SERVICE	POLICE - VEH SERVICES	\$ 453.00	Police
QUALITY TIRE & BRAKE SERVICE	POLICE DEPT - TIRE SERVICES	\$ 100.00	Police
QUALITY TIRE & BRAKE SERVICE	POLICE DEPT - BATTERY/INSTALL	\$ 289.00	Police
QUALITY TIRE & BRAKE SERVICE	POLICE DEPT - TIRE SERVICES	\$ 25.00	Police
QUALITY TIRE & BRAKE SERVICE	POLICE DEPT - OIL CHANGE SERVICES	\$ 83.00	Police
QUALITY TIRE & BRAKE SERVICE	POLICE DEPT - OIL CHANGE SERVICES	\$ 81.00	Police
QUALITY TIRE & BRAKE SERVICE	POLICE DEPT - OIL CHANGE SERVICES	\$ 109.00	Police
QUALITY TIRE & BRAKE SERVICE	WATER OPS - TIRES/SERVICES	\$ 1,036.00	Water Operations
QUALITY TIRE & BRAKE SERVICE	WATER OPS - TIRES/SERVICES	\$ 1,036.00	Water Operations
RINKER DESIGN ASSOCIATES PC	N FRANKLIN ST / DEPOT INTERSECTION	\$ 22,024.94	N.Frank-Coll-Dep intersection
ROANOKE GOLF CARS LLC	REC DEPT - GOLF CART REPAIRS	\$ 1,820.89	Parks & Recreation
SAMPSON-BLADEN OIL CO INC	PUBLIC WORKS - BULK OIL	\$ 550.79	Streets Operations
SANDS ANDERSON	COMPLAINT - DEC 2024	\$ 9,345.89	N. Franklin Cambria Int
SANDS ANDERSON	GENERAL SERVICES - DEC 2024	\$ 3,042.50	Town Manager
SANICO - SOLUTIONS SYSTEMS INC	AQUATICS - JANITORIAL SUPPLIES	\$ 87.91	Aquatics
SANICO - SOLUTIONS SYSTEMS INC	AQUATICS - JANITORIAL SUPPLIES	\$ 252.54	Aquatics
SANICO - SOLUTIONS SYSTEMS INC	AQUATICS - JANITORIAL SUPPLIES	\$ 89.51	Aquatics
SANICO - SOLUTIONS SYSTEMS INC	AQUATICS - JANITORIAL SUPPLIES	\$ 89.14	Aquatics
SANICO - SOLUTIONS SYSTEMS INC	AQUATICS - JANITORIAL SUPPLIES	\$ 215.96	Aquatics
SANICO - SOLUTIONS SYSTEMS INC	AQUATICS - JANITORIAL SUPPLIES	\$ 501.26	Aquatics
SANICO - SOLUTIONS SYSTEMS INC	AQUATICS - JANITORIAL SUPPLIES	\$ 413.32	Aquatics
SANICO - SOLUTIONS SYSTEMS INC	AQUATICS - JANITORIAL SUPPLIES	\$ 517.60	Aquatics
SANICO - SOLUTIONS SYSTEMS INC	PUBLIC WORKS - JANITORIAL SUPPLIES	\$ 270.89	Facility Maintenance
SANICO - SOLUTIONS SYSTEMS INC	REC DEPT - JANITORIAL SUPPLIES	\$ 78.44	Huckleberry Park

TOWN OF CHRISTIANSBURG TO BE PAID BILL LIST 01.31.25			
Vendor	Description	Detail Amount	Department
SANICO - SOLUTIONS SYSTEMS INC	REC DEPT - JANITORIAL SUPPLIES	\$ 120.00	Parks & Recreation
SANICO - SOLUTIONS SYSTEMS INC	REC DEPT - CREDIT/RETURN ORG INV 121405-01	\$ (525.00)	Parks & Recreation
SANICO - SOLUTIONS SYSTEMS INC	REC DEPT - JANITORIAL SUPPLIES	\$ 953.13	Parks & Recreation
SANICO - SOLUTIONS SYSTEMS INC	REC DEPT - JANITORIAL SUPPLIES	\$ 78.44	Parks & Recreation
SANICO - SOLUTIONS SYSTEMS INC	PUBLIC WORKS - JANITORIAL SUPPLIES	\$ 149.33	Solid Waste
SANICO - SOLUTIONS SYSTEMS INC	WWTP - JANITORIAL SUPPLIES	\$ 94.55	Treatment Plant Operations
SANICO - SOLUTIONS SYSTEMS INC	WWTP - JANITORIAL SUPPLIES	\$ 80.00	Treatment Plant Operations
SANICO - SOLUTIONS SYSTEMS INC	WWTP - JANITORIAL SUPPLIES	\$ 41.75	Treatment Plant Operations
SETTY & ASSOCIATES LTD.	AQUATICS HVAC STUDY	\$ 68,298.00	Aquatics
SHEEHY FORD OF RICHMOND	POLICE DEPT - 2025 FORD VIN# B05614	\$ 51,076.20	Police
SHEEHY FORD OF RICHMOND	POLICE DEPT - 2025 FORD VIN# B05649	\$ 51,076.20	Police
SHI INTERNATIONAL CORP	IT DEPT - MICROSOFT RENEWAL	\$ 129,582.57	Information Technology
SOUTHERN AIR INC	PUBLIC WORKS - HVAC SERVICE CALL	\$ 220.00	Streets Operations
SOUTHERN REFRIGERATION CORP.	TOWN HALL - MATERIALS	\$ 175.60	Fac Maint Town hall
STATE ELECTRIC SUPPLY CO. INC.	STATION B - MATERIALS/SUPPLIES	\$ 38.81	Facility Maintenance
SUBURBAN PROPANE L.P.	WWTP - PROPANE GBT	\$ 1,538.46	Treatment Plant Operations
SUBURBAN PROPANE L.P.	WWTP - PROPANE DIGESTER REPAIR	\$ 961.28	Treatment Plant Operations
SUBURBAN PROPANE L.P.	WWTP - PROPANE ADMIN BLDG	\$ 1,077.68	Treatment Plant Operations
SUBURBAN PROPANE L.P.	WWTP - PROPANE DIGESTER REPAIR	\$ 784.94	Treatment Plant Operations
SUBURBAN PROPANE L.P.	WWTP - PROPANE ADMIN BLDG	\$ 728.91	Treatment Plant Operations
SUBURBAN PROPANE L.P.	WWTP - PROPANE GBT	\$ 584.98	Treatment Plant Operations
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	BUILDING INSPECTIONS - OFFICE SUPPLIES	\$ 589.39	Building
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	FINANCE - OFFICE SUPPLIES	\$ 91.40	Finance
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	FINANCE - OFFICE SUPPLIES	\$ 213.37	Finance
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	FIRE DEPT - OFFICE SUPPLIES	\$ 274.29	Fire
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	FIRE DEPT - OFFICE SUPPLIES	\$ 17.75	Fire
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	POLICE DEPT - OFFICE SUPPLIES	\$ 12.72	Police
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	POLICE DEPT - OFFICE SUPPLIES	\$ 4.58	Police
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	POLICE DEPT - OFFICE SUPPLIES	\$ 13.44	Police
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	POLICE DEPT - OFFICE SUPPLIES	\$ 44.20	Police
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	POLICE DEPT - OFFICE SUPPLIES	\$ 35.98	Police
TAYLOR OFFICE SUPPLY & ART SUPPLY INC	PUBLIC WORKS - OFFICE SUPPLIES	\$ 355.08	Streets Operations
TREASURER OF MONTGOMERY	NRVECRA - 3RD QTR FY 2025	\$ 105,583.00	Fire
TREASURER OF MONTGOMERY	NRVECRA - 3RD QTR FY 2025	\$ 105,582.50	Police
TREASURER OF MONTGOMERY	NRVECRA - 3RD QTR FY 2025	\$ 52,790.75	Rescue
TRUIST INSURANCE HOLDINGS LLC	HR - MARCH 2024-2025	\$ 2,000.00	Human Resources
TYLER TECHNOLOGIES INC	FINANCE - PH 4 PROJ MGR / PH 4A COMM DEVL IMP	\$ 5,040.00	Finance
TYLER TECHNOLOGIES INC	FINANCE - PH 4B ASSET MGMNT	\$ 2,520.00	Finance
ULLIMAN SCHUTTE CONSTRUCTION LLC	WWTP PLANT UPGRADES	\$ 779,000.00	WWTPPlant Upgrades

TOWN OF CHRISTIANBURG			
TO BE PAID BILL LIST 01.31.25			
Vendor	Description	Detail Amount	Department
UNIFIRST CORPORATION	WWTP - FLOOR MATS	\$ 54.70	Treatment Plant Operations
VIRGINIA'S NRV ECONOMIC DEVELOPMENT ALLIANCE	ONWARD NRV 2028 - ANNUAL MEMBERSHIP	\$ 1,312.00	Economic Developemt
WATER WORKS METROLOGY LLC	WATER OPS - MATERIALS	\$ 565.00	Water Operations
WATER WORKS METROLOGY LLC	WATER OPS - MATERIALS	\$ 577.58	Water Operations
WESTERN VIRGINIA EMS COUNCIL	EMS - TUITION	\$ 4,375.00	Rescue
WESTERN VIRGINIA EMS COUNCIL	EMS - TUITION	\$ 4,375.00	Rescue
WHITMAN REQUARDT & ASSOC LLP	CAMBRIA TRAIL	\$ 2,838.46	Cambria Trail
WILLIAM T. KANDZIOR	FLEET MAINT - TOOLS	\$ 51.25	Fleet Maintenance
WRANGLER HOLDCO CORP	RECYCLING SERVICES - DEC 2024	\$ 30,483.42	Solid Waste
ZOLL MEDICAL CORP.	EMS - MEDICAL SUPPLIES	\$ 230.23	Rescue
Total to be Paid 01.31.25		\$ 1,847,515.45	

TOWN OF CHRISTIANSBURG			
PAID BILL LIST		BILLS FOR NOVEMBER AND DECEMBER 2024	
Vendor	Description	Amount	Department
AHLENA SPANGLER	Meal Money for Travel to Cardnial Academy	\$ 372.00	Police
AIRECO SUPPLY INC	IGNITION CABLE	\$ 137.29	Aquatics
ALVIS-LAING ELECTRIC COMPANY	SR ELECTRICAL ENGINEERING	\$ 125.00	Treatment Plant Operations
AMAZON CAPITAL SERVICES INC	SUPPLIES	\$ 41.99	Aquatics
AMAZON CAPITAL SERVICES INC	SUPPLIES	\$ 161.90	Aquatics
AMAZON CAPITAL SERVICES INC	KINDLE SCRIBE/STAND	\$ 402.18	Aquatics
AMAZON CAPITAL SERVICES INC	WATER LEVEL SENSOR	\$ 28.37	Aquatics
AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	\$ 22.76	Aquatics
AMAZON CAPITAL SERVICES INC	DOOR STOPS	\$ 57.98	Aquatics
AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	\$ 12.98	Engineering
AMAZON CAPITAL SERVICES INC	CLEANING SUPPLIES	\$ 103.35	Facility Maintenance
AMAZON CAPITAL SERVICES INC	LITHIUM BATTERY	\$ 398.00	Facility Maintenance
AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	\$ 16.89	Facility Maintenance
AMAZON CAPITAL SERVICES INC	CREDIT MEMO - ORIG INV# 19HL-CWG1-9J74	\$ (24.74)	Fire
AMAZON CAPITAL SERVICES INC	INSTRUCTOR MANUAL	\$ 75.15	Fire
AMAZON CAPITAL SERVICES INC	MONITOR	\$ 319.99	Fire
AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	\$ 17.59	Fire
AMAZON CAPITAL SERVICES INC	SURGE PROTECTOR	\$ 379.96	Information Technology
AMAZON CAPITAL SERVICES INC	AMP/BATTER TESTER	\$ 51.25	Information Technology
AMAZON CAPITAL SERVICES INC	UPS BATTERIES	\$ 314.80	Information Technology
AMAZON CAPITAL SERVICES INC	TRAINING BOOKS	\$ 166.97	Planning
AMAZON CAPITAL SERVICES INC	HEATER	\$ 74.99	Police
AMAZON CAPITAL SERVICES INC	BUCKLES	\$ 10.76	Rescue
AMAZON CAPITAL SERVICES INC	SUPPLIES	\$ 329.94	Rescue
AMAZON CAPITAL SERVICES INC	SUPPLIES	\$ 238.00	Rescue
AMAZON CAPITAL SERVICES INC	SUPPLIES	\$ 137.10	Rescue
AMAZON CAPITAL SERVICES INC	SUPPLIES	\$ 33.18	Rescue
AMAZON CAPITAL SERVICES INC	SUPPLIES	\$ 18.95	Rescue
AMAZON CAPITAL SERVICES INC	SUPPLIES	\$ 49.54	Rescue
AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	\$ 8.99	Rescue
AMAZON CAPITAL SERVICES INC	SMALL TOOLS - RESCUE	\$ 194.97	Rescue
AMAZON CAPITAL SERVICES INC	FILAMENT	\$ 49.98	Rescue
AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	\$ 39.36	Rescue
AMAZON CAPITAL SERVICES INC	SIDE RELEASE BUCKLES	\$ 71.55	Rescue
AMAZON CAPITAL SERVICES INC	TAPE	\$ 19.00	Rescue
AMAZON CAPITAL SERVICES INC	OTTERBOX	\$ 33.57	Streets Operations
AMAZON CAPITAL SERVICES INC	LOCKING PIN	\$ 18.40	Streets Operations
AMAZON CAPITAL SERVICES INC	CLEANING SUPPLIES	\$ 89.74	Streets Operations
ANTHEM BLUE CROSS AND BLUE SHIELD	ANTHEM 12-31-24 TO 01-06-25, 01-17-25	\$ 119,990.70	Fringe Pool
APPALACHIAN POWER COMPANY	10-18-24 TO 11-18-24	\$ 48,104.69	Town Wide
APPLIED DIGITAL SOLUTIONS INC	1 YEAR SERVICE CONTRACT - SYSTEM DOWN SERVICE	\$ 2,836.19	Police

TOWN OF CHRISTIANBURG			
PAID BILL LIST		BILLS FOR NOVEMBER AND DECEMBER 2024	
Vendor	Description	Amount	Department
AT&T MOBILITY	PHONE BILLING - DECEMBER 2024	\$ 526.99	Rescue
ATLANTIC EMERGENCY SOLUTIONS INC	COUNTY FIRE - 2005 PEIRCE REPAIRS	\$ 22,750.38	Fire
ATMOS ENERGY CORPORATION	NATURAL GAS BILLING 12-06-24 TO 01-08-25	\$ 9,918.81	Town Wide
AUTOZONE INC	BATTERY - CAR #183	\$ 189.99	Police
BLUE DEMON SPIKERS	CHS YOUTH CAMP	\$ 250.00	Parks & Recreation
BMS DIRECT	DELINQUENT PP BILLS - 2025	\$ 4,161.00	Finance
BMS DIRECT	DELINQUENT RE BILLS - 2025	\$ 311.00	Finance
BMS DIRECT	WATER BILLS - JANUARY 2025	\$ 2,495.58	Public Relations
BMS DIRECT	WATER BILLS - JANUARY 2025	\$ 8,109.02	Water/Sewer/Solid Waste/Storm
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES - RESCUE	\$ 168.38	Rescue
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES - RESCUE	\$ 439.35	Rescue
BROOKS TITLE & ESCROW LLC	255 SIMMONS RD NE PARCEL 019656	\$ 1,596,091.65	Town Manager
CAMBRIA 24073 LLC	INSPECTION	\$ 20.00	Police
CAMBRIA 24073 LLC	OIL CHANGE	\$ 64.50	Rescue
CAMERON HANNAH	Meal Money for Travel to Cardinal Academy	\$ 372.00	Police
CARTER MACHINERY	SOFTWARE	\$ 2,750.00	Fleet Maintenance
CARTER MACHINERY	INJECTOR/CORE DEPOSIT	\$ 1,101.64	Water Operations
CHARLES ROBERT MERRIAN JR	HOT DOGS AND NACHO MEALS	\$ 188.12	Aquatics
CINTAS CORPORATION NO. 2	UNIFORMS - CEMETERY	\$ 24.56	Cemetery
CINTAS CORPORATION NO. 2	UNIFORMS	\$ 18.83	Fire
CINTAS CORPORATION NO. 2	UNIFORMS - WWTP	\$ 132.24	Sewer Pump Station Operations
CINTAS CORPORATION NO. 2	UNIFORMS - PW	\$ 53.01	Sewer Pump Station Operations
CINTAS CORPORATION NO. 2	UNIFORMS - STREETS	\$ 65.65	Storm Drain Operations
CINTAS CORPORATION NO. 2	UNIFORMS - STREETS	\$ 337.95	Streets Operations
CINTAS CORPORATION NO. 2	UNIFORMS - FLEET	\$ 142.11	Streets Operations
CINTAS CORPORATION NO. 2	UNIFORMS - PW	\$ 143.38	Water Operations
CITIZENS	PHONE/INTERNET BILLING JANUARY 2024	\$ 4,894.22	Information Technology
CLARK GAS AND OIL INC	GASOLINE - FD	\$ 713.75	Fire
CLARK GAS AND OIL INC	GASOLINE - FD	\$ 713.76	Rescue
COMCAST HOLDINGS CORP	INTERNET BILLING JANUARY 2024	\$ 590.97	Rescue
COREY BURKE	Meal Money for Travel to Cardinal Academy	\$ 372.00	Police
CRYSTAL SPRINGS	WATER	\$ 195.85	Police
CRYSTAL SPRINGS	WATER - WWTP	\$ 24.99	Treatment Plant Operations
DAVID REYNOLDS	Meal Money for Travel to Fredericksburg,VA	\$ 100.00	Police
DELTA DENTAL OF VIRGINIA	DENTAL CLAIMS DECEMBER 2024	\$ 6,397.87	Fringe Pool
DEPARTMENT OF MOTOR VEHICLES	DMV STOPS 11-22-24 TO 12-20-24	\$ 300.00	Finance
DIANE C FENTON	PARKS & REC COMMISSION MEETINGS - 4TH QTR	\$ 75.00	Parks & Recreation
DOMINION DOOR & HARDWARE INC	DOOR REPAIR - REC	\$ 110.00	Parks & Recreation
DOMINION DOOR & HARDWARE INC	DOOR REPAIR - REC	\$ 75.00	Parks & Recreation
EAGLE FIRE INC	BACKFLOW TEST	\$ 120.00	Fire
EAST COAST EMERGENCY VEHICLES LLC	COUNTY FIRE - PARTS	\$ 327.15	Fire



TOWN OF CHRISTIANSBURG				
PAID BILL LIST		BILLS FOR NOVEMBER AND DECEMBER 2024		
Vendor	Description	Amount	Department	
EXXON MOBIL	COUNTY FIRE - FUEL USAGE	\$ 225.95	Fire	
EXXON MOBIL	COUNTY FIRE - FUEL DECEMBER 2024	\$ 220.00	Fire	
FAPS HOLDING INC	VELOCITY - DECEMBER 2024	\$ 30.00	Finance	
FELIX CLARKE	Planning Commission Meetings 4th Quarter	\$ 90.00	Community Development	
GRACIE LYNN CONNER	PARKS & REC COMMISSION MEETINGS - 4TH QTR	\$ 75.00	Parks & Recreation	
HARMONY INTEGRATION SERVICES LLC	PUMP STATION - BIBLE COLLEGE	\$ 312.50	Sewer Pump Station Operations	
HARMONY INTEGRATION SERVICES LLC	Soft start for screw pump 102	\$ 2,000.00	Treatment Plant Operations	
HARMONY INTEGRATION SERVICES LLC	LABOR/TRAVEL - 12/21/24 & 12/31/24	\$ 875.00	Treatment Plant Operations	
HARPER AND COMPANY INC.	SERVICE/PARTS/SUPPLIES	\$ 3,423.82	Aquatics	
HMI WELDING SUPPLY INC	PROPANE - FLEET	\$ 27.00	Fleet Maintenance	
HOLLYBROOK MULCH TRUCKING INC	MULCH	\$ 59.80	Streets Operations	
INFRASTRUCTURE SOLUTIONS GROUP INC	PARTS/SUPPLIES	\$ 1,545.07	Solid Waste	
INFRASTRUCTURE SOLUTIONS GROUP INC	PARTS/SUPPLIES	\$ 1,352.65	Streets Operations	
JAMES ROBERT WILLIAMSON JR.	PARKS & REC COMMISSION MEETINGS - 4TH QTR	\$ 50.00	Parks & Recreation	
JASON & SHERRA PRICE	DOG PARK WASTE MANAGEMENT	\$ 780.00	Huckleberry Park	
JEANANNE KNIES	Planning Commission Meetings 4th Quarter	\$ 90.00	Community Development	
JENNIFER SOWERS	Planning Commission Meetings 4th Quarter	\$ 120.00	Community Development	
JOHN T. NEEL	PARKS & REC COMMISSION MEETINGS - 4TH QTR	\$ 50.00	Parks & Recreation	
JOSHUA WILLIAM CUMMINS	PARKS & REC COMMISSION MEETINGS - 4TH QTR	\$ 50.00	Parks & Recreation	
KATHERINE SMITH MEADOWS	PARKS & REC COMMISSION MEETINGS - 4TH QTR	\$ 75.00	Parks & Recreation	
KLA ENTERPRISES LLC	SIGN - PW	\$ 15.47	Streets Operations	
KORMAN SIGNS INC.	PARKING LOT SIGNS - REC	\$ 1,154.79	Parks & Recreation	
LEGAL RESOURCES	BILLING JANUARY 2025	\$ 660.00	Fringe Pool	
M & V ASSOCIATES	SURFACE MIX	\$ 414.00	Streets Operations	
M & V ASSOCIATES	SURFACE MIX	\$ 276.00	Streets Operations	
M & V ASSOCIATES	SURFACE MIX	\$ 276.00	Streets Operations	
MANSFIELD OIL COMPANY	FUEL BILLING 12-16-24 TO 12-31-24	\$ 12,451.24	Town Wide	
MARK CURTIS	Planning Commission Meetings 4th Quarter	\$ 60.00	Community Development	
MATTHEW HELMICK	Meal Money for Travel to Cardinal Academy	\$ 372.00	Police	
MATTHEW HELMICK	Reimbursement for uniform alterations	\$ 50.00	Police	
MCGRADY-PERDUE HEATING & COOLING INC	DIAGNOSTIC FEE - PD - 01-09-25	\$ 79.00	Police	
MCGRADY-PERDUE HEATING & COOLING INC	DIAGNOSTIC FEE - ERT ROOM - 01-09-25	\$ 79.00	Police	
MCGRADY-PERDUE HEATING & COOLING INC	DIAGNOSTIC FEE - BLDG 6 - 12-31-24	\$ 79.00	Streets Operations	
MCKESSON MEDICAL-SURGICAL GOVERNMENT SOLUTIONS LLC	MEDICAL SUPPLIES - RESCUE	\$ 62.55	Rescue	
MCKESSON MEDICAL-SURGICAL GOVERNMENT SOLUTIONS LLC	MEDICAL SUPPLIES - RESCUE	\$ 89.20	Rescue	
MCKESSON MEDICAL-SURGICAL GOVERNMENT SOLUTIONS LLC	MEDICAL SUPPLIES - RESCUE	\$ 254.17	Rescue	
MICHAEL L SAYLORS	PARKS & REC COMMISSION MEETINGS - 4TH QTR	\$ 25.00	Parks & Recreation	
MID ATLANTIC WASTE SYSTEMS	GUTTER BROOM	\$ 275.88	Streets Operations	
MIKE SCARRY	Planning Commission Meetings 4th Quarter	\$ 90.00	Community Development	
MONT REGIONAL SOLID WASTE (RECYL)	DECEMBER 2024	\$ 5,439.00	Solid Waste	
MONT REGIONAL SOLID WASTE AUTHORITY	DECEMBER 2024	\$ 169.18	Parks & Recreation	

TOWN OF CHRISTIANBURG			
PAID BILL LIST		BILLS FOR NOVEMBER AND DECEMBER 2024	
Vendor	Description	Amount	Department
MONT REGIONAL SOLID WASTE AUTHORITY	DECEMBER 2024	\$ 41,403.74	Solid Waste
MONT REGIONAL SOLID WASTE AUTHORITY	DECEMBER 2024	\$ 302.66	Treatment Plant Operations
MOTOR MILE CAR WASH	CARWASH PACKAGE - INSP	\$ 100.00	Building
MOTOR MILE CAR WASH	CARWASH PACKAGE - FIRE DEPT	\$ 100.00	Fire
NATHAN RINEHART	Meal Money for Travel to Cardinal Academy	\$ 372.00	Police
NEW RIVER COMMUNITY COLLEGE	PILOT GROUND SCHOOL/FAA TEST PREP	\$ 1,344.00	Police
NEW RIVER PETROLEUM INC	DIESEL - FD	\$ 2,041.04	Fire
OLD TOWN PRINTING & COPYING	FOAMCORE BOARD	\$ 66.57	Public Relations
ONETIME PAY BPOL	Business License Refund	\$ 579.39	Finance
ONETIME PAY WATER	WATER REFUNDS	\$ 349.06	Finance
POWER ZONE	COUNTY FIRE - CHAINSAW/CHAIN	\$ 534.17	Fire
POWERDMS INC	POWERPOLICY - 12-23-24 TO 12-22-25	\$ 16,064.00	Local Law Enforce Blk Grant
RAILROAD MANAGEMENT COMPANY IV LLC	LICENSE FEES 04-01-25 TO 03-31-26	\$ 654.72	Water Operations
REBA M SMART	PARKS & REC COMMISSION MEETINGS - 4TH QTR	\$ 75.00	Parks & Recreation
RICHARD HILDING JOHNSON	Planning Commission Meetings 4th Quarter	\$ 60.00	Community Development
ROBERTS OXYGEN COMPANY INC	THERAPY OXYGEN - RESCUE	\$ 187.04	Rescue
ROBIN L. BOYD	PARKS & REC COMMISSION MEETINGS - 4TH QTR	\$ 50.00	Parks & Recreation
ROY ROWSEY CUSTOM PAINTING INC	PAINTING AT PD	\$ 5,000.00	Police
SAFETY & COMPLIANCE SERVICES INC.	EMPLOYEE TESTING	\$ 1,646.00	Human Resources
SAFEWARE INC.	COUNTY FIRE - GAS DETECTOR SUPPLIES	\$ 148.00	Fire
SALEM STONE CORPORATION	STONE - DECEMBER 2024	\$ 6,391.35	Sewer Pump Station Operations
SCHINDLER ELEVATOR CORPORATION	PREVENTIVE MAINT - JANUARY 2025	\$ 145.00	Aquatics
SCHINDLER ELEVATOR CORPORATION	PREVENTIVE MAINT - JANUARY 2025	\$ 145.00	Fac Maint Town hall
SCHINDLER ELEVATOR CORPORATION	PREVENTIVE MAINT - JANUARY 2025	\$ 145.00	Fire
SCHINDLER ELEVATOR CORPORATION	PREVENTIVE MAINT - JANUARY 2025	\$ 145.00	Police
SCHINDLER ELEVATOR CORPORATION	PREVENTIVE MAINT - JANUARY 2025	\$ 145.00	Rescue
SESAC	CONTRACT 83218-1 - REC CENTER - 2025	\$ 610.00	Parks & Recreation
SHENTEL CABLE COMPANY	CABLE/INTERNET BILLING 01-02-25 TO 02-01-25	\$ 100.97	Aquatics
SHENTEL CABLE COMPANY	CABLE/INTERNET BILLING - FD	\$ 89.00	Fire
SHENTEL CABLE COMPANY	CABLE/INTERNET BILLING - 01-02-25 TO 02-01-25	\$ 89.00	Parks & Recreation
SHENTEL CABLE COMPANY	CABLE/INTERNET BILLING 01-07-25 TO 02-06-25	\$ 358.86	Police
SHENTEL CABLE COMPANY	CABLE/INTERNET BILLING 12-25-24 TO 01-24-25	\$ 74.55	Rescue
SHI INTERNATIONAL CORP	MICROSOFT SELECT - 2025	\$ 142.13	Rescue
SHRED-IT US JV LLC	PURGE SHRED SERVICE - 12-12-24 - TOWN HALL	\$ 3,194.66	Finance
SHRED-IT US JV LLC	SHREDDING - 11-07-24 & 12-05-24	\$ 251.62	Finance
SISSON & RYAN LLC	STONE	\$ 59.53	Cemetery
STACY C. COPE	CALIBRATION	\$ 55.00	Police
STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	\$ 49.86	Town Manager
SUBURBAN PROPANE L.P.	PROPANE - WWTP	\$ 5,472.54	Treatment Plant Operations
TANNAHILL TRUCK BUS & AUTO REPAIR	COUNTY FIRE - TRUCK 81 REPAIRS	\$ 2,647.50	Fire
TANNAHILL TRUCK BUS & AUTO REPAIR	COUNTY FIRE - TRUCK 81 REPAIRS	\$ 225.00	Fire

TOWN OF CHRISTIANBURG			
PAID BILL LIST		BILLS FOR NOVEMBER AND DECEMBER 2024	
Vendor	Description	Amount	Department
TBC ASSOCIATES II LLC	PORTAJOHN - 12-27-24 TO 01-23-25 - FALLING BRANCH	\$ 109.00	Parks & Recreation
TBC ASSOCIATES II LLC	RELOCATION OF PORTAJOHN - CMS - 12-23-24	\$ 20.00	Parks & Recreation
THOMAS FRANK BERNARD	Planning Commission Meetings 4th Quarter	\$ 120.00	Community Development
TREASURER OF VIRGINIA - DEQ	SHAH/SIMMONS ROAD	\$ 756.00	Public Works
TYLER TECHNOLOGIES INC	LICENSE AND MAINT FEES - EPL - 2025	\$ 43,200.00	Finance
UNIFIRST CORPORATION	MATS	\$ 54.70	Treatment Plant Operations
UNIFIRST CORPORATION	MATS	\$ 54.70	Treatment Plant Operations
UNITED RENTALS INC.	LIGHT TOWER - VERTICAL MAST	\$ 668.00	Aquatics
VALLEY BOILER AND MECHANICAL INC	PARTS/SUPPLIES - REVISED INVOICE	\$ 1,519.88	Treatment Plant Operations
VERIZON	INTERNET BILLING JANUARY 2025	\$ 114.95	Police
VIRGINIA BUSINESS SYSTEMS	PRINTER BILLING 11-19-24 TO 12-18-24	\$ 550.01	Police
VIRGINIA DEPT. OF TAXATION-6626	VA RETAIL SALES TAX DEC 24	\$ 16.31	Finance
VIRGINIA MEDIA INC	MAIN ST MKTPLACE - N FRANKLIN/DEPOT INTERSECTIONS	\$ 195.00	N.Frank-Coll-Dep intersection
VIRGINIA MEDIA INC	MAIN ST MKTPLACE - N FRANKLIN/DEPOT INTERSECTIONS	\$ 195.00	N.Frank-Coll-Dep intersection
VIRGINIA UTILITY PROTECTION SERVICE INC	246 TRANSMISSIONS	\$ 282.90	Water Operations
VLEPSC	VLEPSC DUES 2024	\$ 100.00	Police
VSC FIRE & SECURITY INC	ANNUAL FIRE ALARM MONITORING - PD	\$ 75.00	Police
VSC FIRE & SECURITY INC	ANNUAL FIRE ALARM MONITORING - RESCUE	\$ 300.00	Rescue
WITMER PUBLIC SAFETY GROUP INC	COUNTY FIRE - FLAG PATCHES	\$ 126.48	Fire
XEROX CORPORATION	XEROX BILLING NOVEMBER 2024	\$ 1,927.11	Town Wide
<b>Total Paid</b>		<b>\$ 2,017,190.23</b>	
<b>TO BE PAID BILL LIST 01.31.25</b>		<b>\$ 1,847,515.45</b>	
<b>TOTAL ALL</b>		<b>\$ 3,864,705.68</b>	



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

**AGENDA LOCATION:**

Consent Agenda

**MEETING DATE:**

January 28, 2025

**ITEM TITLE:**

Resolution to petition the Virginia Department of Transportation for maintenance payments for certain streets in the urban maintenance inventory system.

**DESCRIPTION:**

A Council Resolution is required to make application to the Virginia Department of Transportation to add, edit, or delete street segments to the list of streets eligible for maintenance payment per Section 33.2-319 of the Code of Virginia. Town Engineering Staff has identified street segments that are eligible for VDOT maintenance funding, pending review and approval by the VDOT. If approved by Town Council, the Resolution, attached U-1 form and associated maps will be presented to VDOT with a request to add, edit, and/or delete these segments to their list of funded roadway segments.

**POTENTIAL ACTION:**

Approve the Council Resolution for the submittal of the petition to VDOT for additional funding for street maintenance.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Michael Kelley

**ITEM HISTORY:**

After a detailed review of the current VDOT Street Maintenance List against the Town's GIS mapping, the streets listed are being added or corrected.

**INFORMATION PROVIDED:**

Form U-1

<https://christiansburg.box.com/s/hqec0n54qylsc0hm6bqtqx01aa8qyeca>

Maps

<https://christiansburg.box.com/s/59rz5lm9qwackvt9986x5clceanuutkd>

Draft Resolution

<https://christiansburg.box.com/s/mpmka6sd4f855dusnm1e32r4afsd2az8>



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

**AGENDA LOCATION:**

Discussion and Action

**MEETING DATE:**

January 28, 2025

**ITEM TITLE:**

Town of Christiansburg Community Development Block Grant (CDBG) 2023 Consolidated Annual Performance and Evaluation Report (CAPER)

**DESCRIPTION:**

The plan provides the information required by the U.S. Department of Housing and Urban Development (HUD) and outlines the results of the activities for Community Development Block Group program for 2023.

The public hearing was held January 14, 2024. Councilwoman Bowman requested a listing of CDBG Entitlement projects at the meeting, which is attached with associated expenditures.

**POTENTIAL ACTION:**

Take action

**DEPARTMENT(S):**

Town Manager's Office

**PRESENTER:**

Randy Wingfield, Town Manager

**INFORMATION PROVIDED:**

Town of Christiansburg Community Development Block Grant (CDBG) 2023 Consolidated Annual Performance and Evaluation Report (CAPER)

<https://christiansburg.box.com/s/sbx6zbdjwla4mbjl772btsuxse8ei336>

CDBG Projects and Expenditures

<https://christiansburg.box.com/s/ym609d8qbbyaa3le2zf6an52i2bjkwjg>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

January 28, 2025

**ITEM TITLE:**

Town Council appointment of Council representative to the Montgomery Tourism Development Council for a term from January 1, 2025 to December 31, 2027

**DESCRIPTION:**

The Montgomery Tourism Development Council shall consist of nine members who shall be residents of the county, or who are employed or operate businesses in the hospitality industry in one of the localities. One member shall be a member of the Board of Supervisors appointed by that body; one member shall be a member of Blacksburg Town Council, appointed by that body; one member shall be a member of Christiansburg Town Council, appointed by that body; one member shall be appointed by the Montgomery Chamber of Commerce; and the five remaining members shall be appointed by the tourism operating board after consultation with respective governing body. These appointees shall be owners, operators, or employees from local hotels, restaurants, and attractions.

A representative from Virginia Tech will also be included as an exofficio, non-voting member of the MTDC. This representative will be designated by Virginia Tech, and will preferably be a representative from the university relations office or the tourism/hospitality department.

Tourism Development Council members are appointed to three-year terms.

**POTENTIAL ACTION:**

Take action on request.

**DEPARTMENT(S):**

Administration

**PRESENTER:**

Town Manager Randy Wingfield



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

**AGENDA LOCATION:**

Discussion/Action

**MEETING DATE:**

January 28, 2025

**ITEM TITLE:**

Town Council recommendation to the Montgomery County board of Supervisors for the reappointment of Billy Hanks and the appointment of Joshua Settlage and Scot Shippee to the Montgomery County Fire and Rescue Commission for a term from January 1, 2025 to December 31, 2025

**DESCRIPTION:**

The Montgomery County Fire and Rescue Commission serves in an advisory capacity to the Board of Supervisors to review capital equipment needs for fire and rescue operations. The commission also works with the Emergency Services Coordinator to make recommendations in developing a comprehensive strategic plan for fire and rescue services, and any other matters concerning fire and rescue services. Members are appointed by the Board of Supervisors to a one-year term.

**POTENTIAL ACTION:**

Take action on request.

**DEPARTMENT(S):**

Administration

**PRESENTER:**

Town Manager Randy Wingfield



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

**AGENDA LOCATION:**

Discussion/Action

**MEETING DATE:**

January 28, 2025

**ITEM TITLE:**

Award of Façade Grants

**DESCRIPTION:**

The Central Business Committee, along with the Façade Grant Selection Committee, has chosen the potential grant winners for the current Façade Grant Program. A list of the potential awardees is provided below.

- **Crossfit Christiansburg** (1085 N. Franklin Street) - \$5,000
  - Painting the facade of the building.
- **Macados Inc.** (37 W. Main Street) - \$5,000
  - Replacement of the existing street level windows.
- **New River Insulation Company** (1270 Roanoke Street) - \$5,000
  - Replacement of garage doors (period specific) and replace awning separately from the business name.
- **Subway** (26 N. Franklin Street) - \$5,000
  - Installation of handrails and hardscaping that will enclose outdoor seating (flowerboxes).

**POTENTIAL ACTION:**

Award of façade grants

**DEPARTMENT(S):**

Central Business Committee

**PRESENTER:**

Planning Director Retta Jackson

**INFORMATION PROVIDED:**

Façade Grant Awardee Applications

<https://christiansburg.box.com/s/kwvi7chbqufzadndho0jfanq4zn60k9j>

Information on Façade Grant Program

<https://christiansburg.box.com/s/n1jo2i0rcdd8j1mffpdov1074c4x6g88>





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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**MEETING DATE:**

January 28, 2025

**ITEM TITLE:**

Downtown parking

**DESCRIPTION:**

The Town recently purchase property downtown which has a former bank drive through on it for downtown parking. Public Works has stripped the building and is prepared to tear it down. Town Manager Wingfield wants to confirm the desire to demolish the building before proceeding.

There has also been a recommendation of additional parking directional signage and this or other downtown parking related items may be discussed by Council.

**POTENTIAL ACTION:**

Council discussion

**DEPARTMENT(S):**

Administration

**PRESENTER:**

Town Manager Randy Wingfield