

CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
JUNE 24, 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 JUNE 24, 2025, AT 7:00 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; Town Attorney Reid Broughton; Clerk of Council Tracy Heinline; Director of Public Relations Christina Bolt; Director of Public Works Jim Lancianese; IT Director Jay Waller; Planning Director Retta Jackson; Finance Director Katie Miano; EMS Deputy Chief Josh Settlage; 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 Councilwoman Hockett.

II. ADJUSTMENT OF THE AGENDA

None.

III. PUBLIC HEARINGS

None.

IV. CONSENT AGENDA

- A. Approval of Minutes of June 10, 2025
- B. Bill List

- C. Purchase order to Tyler Technologies for the purchase of Enterprise Asset Management software module for Public Works in the amount of \$136,846.
- D. Resolution recognizing July 2025 as Park and Recreation Month
- E. Set Town Council Public Hearing for August 12, 2025 for a rezoning request by DW, LLC, property owner and applicant, to rezone property located on the north side of Brammer Lane NE, and adjacent to the east side of 2500 Brammer Lane NE (all of Tax Parcel 501 - ((1)) - 13D, Parcel ID 021972; a portion of Tax Parcel 501 - ((1)) - 13F, Parcel ID 025070; a portion of Tax Parcel 501 - ((1)) - 13D1, Parcel ID 300315; and a portion of Tax Parcel 80 - ((5)) - 1, Parcel ID 033688) consisting of approximately 2.57 acres from A Agricultural District to I-2 General Industrial. The property is designated as Industrial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- F. Set Town Council Public Hearing for August 12, 2025 for a Conditional Use Permit request by Lauren Potts, property owner and applicant, to allow for a single-chair beauty parlor as a major home occupation on property located at 450 Hemlock Street NE (Tax Parcel 529 - ((19)) - 3; Parcel ID 024689) in the Two-Family Residential (R-2) District. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

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

Councilwoman Bowman questioned several items under the bill list. Mrs. Bowman asked if the Launch Christiansburg bill items were a donation for Launch Christiansburg. Mr. Wingfield explained they were, and those donations would continue annually. Mrs. Bowman questioned the employee chair massage services for the month of June. Mr. Wingfield explained the services were for the Wellness Fair. She asked about the martial arts charges as well and Mr. Wingfield explained those services were related to the Employee Wellness Program. Mrs. Bowman inquired if there was revenue generated for the dog classes at the Parks and Recreation Center. Mr. Wingfield answered that the Town charges a fee for the classes but would look into it. Mrs. Bowman questioned the Virginia Media line item for the Town's Planning Department. Mr. Wingfield explained these were charges for legal ads for rezonings and conditional use permits. Mrs. Bowman asked about the payout to the Town of Hillsdale, Virginia. Police Chief Chris Ramsey explained the Police Department hired a new employee that was at that time under a contract with the Town of Hillsdale and the Town of Christiansburg paid to end the contract. Mrs. Bowman also questioned the Mansfield Oil Company line item. Finance Director Katie Miano explained the item should have been placed under "townwide fuel" instead of the "fringe pool" section. Mrs. Bowman questioned the items that read "streets non-eligible" under the bill list. Mr. Wingfield explained the "streets non-eligible" category pertains to what the Town uses to charge items that are non-reimbursable to VDOT.

Councilwoman Hicks questioned the item charge for the Women's League of Voters. Mr. Wingfield explained the Town helps fund the FACTS FOR VOTERS publication that the

league publishes. He added that other municipalities participate in the cost of this publication as well.

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

Motion Approved

V. INTRODUCTIONS AND PRESENTATIONS

- A. Montgomery County Blacksburg Christiansburg Regional Tourism Office Executive Director Samantha Livesay to present regarding office operations and programs

Mrs. Livesay addressed Council and gave several updates concerning the Tourism office. She explained there had been continuing efforts to align with regional branding and strengthening relationships with the surrounding municipalities. Mrs. Livesay acknowledged Council's request to see more of the Town's information on their website and other marketing areas. She noted that she had met with Director of Parks and Recreation Brad Epperley and discussed where Tourism could support their department as well as what that would look like. She added that visitor guides had been provided to the Recreation Center to display at different facilities for the public to see. Mrs. Livesay expressed the importance of working with travel journalists that visit the surrounding areas and making sure every locality was equally visited and that they experience all that Montgomery County has to offer.

Councilman Wilson welcomed Mrs. Livesay to the program and expressed he was looking forward to working with her. Councilwoman Hicks noted she has not supported the Tourism office recently due to the lack of information regarding the Town of Christiansburg on the Tourism's website and brochures. Mrs. Hicks commented that she would like to see more signage at the Huckleberry Park and questioned the difficulty in getting to the Montgomery Tourism's website. Mrs. Hicks explained there were several Montgomery County locations, and it was hard to navigate to our area without clicking several times. Mrs. Livesay noted that she would look into this issue. Councilwoman Bowman expressed that she had enjoyed Mrs. Livesay's presentation she gave at the Board previously and was looking forward to future updates.

- B. Police Chief Chris Ramsey to present on Flock camera program

Police Chief Chris Ramsey referenced the May 27th Town Council meeting and acknowledged the need for more information concerning the Police Department's Flock cameras. Chief Ramsey explained that the automated license plate reader system had been implemented approximately one year ago. He explained the cameras were solar-powered cameras that take still photos of cars as they travel down a highway and are then stored in a cloud-based searchable database. He added that those vehicle images are stored in the database for 30 days, although new laws have recently changed the storage to 21 days beginning in July of this year. Chief Ramsey further explained the data can be shared with other agencies if the Police Department allows it. He noted that the system captures images of the rear and side of vehicles, not the driver of the

vehicle. Chief Ramsey added that the Police Department was not permitted to run a random tag search in the database. He explained that the system requires a reason for the search as well as a case number. He included that the Flock camera system tracks who performs the database search and a report is generated and sent out every April. Chief Ramsey noted that the Flock camera system has aided in arrests of armed and dangerous persons, has helped locate illegal drugs and drug traffickers, and stolen vehicles.

Councilwoman Hicks thanked Chief Ramsey for his presentation and asked him to clarify information related to FOIA and the database. Chief Ramsey explained that this database information would be exempt from FOIA, although if it pertained to a court case it could be subpoenaed.

VI. CITIZEN COMMENTS

Chris Waltz, 1370 Rigby Street, thanked the Christiansburg Police Department and the Town's Public Relations Department for attending the Operation Lifesaver event at the Cambria rail crossing. Mr. Waltz explained this event educated the public on railroad crossing emergencies and the Emergency Notification System signs at crossings.

Dustin Robins, 410 Pin Oak Drive, expressed concern for vehicles speeding throughout the Oak Tree neighborhood. He voiced the need for additional speed limit signs. Mr. Robins expressed that the Homeowners Association (HOA) for that area did not perform sufficient maintenance or enforce the number of vehicles parked on the sides of the road. He also expressed concern for bike and scooter riders in Town and their safety.

VII. COMMITTEE REPORTS

None.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

None.

IX. STAFF REPORTS

A. Town Manager

Town Manager Wingfield reported that the July 4th downtown festivities would take place on the 4th from 10:00 a.m. to 4:00 p.m. and the Town's fireworks would begin at 9:15 p.m. at Christiansburg Huckleberry Park. He added that Town facilities would be closed on July 4th as well. He also reported that Christiansburg Institute and St. John's Lodge would have their Juneteenth ceremonies Saturday, June 28th from 3:00 p.m. to 7:00 p.m. at Depot Park. Mr. Wingfield reported the Town Employee Picnic would take place August 8th. He added that the Town's solar project has begun at the Aquatic

Center. Mr. Wingfield reported the Town's Facade Grant applications were due Monday, the 30th.

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

Assistant Town Manager Scot Shippee reported that the RFP for the Fire and EMS study were due back July 17th and both he and Fire Chief Hanks would be on the review committee.

X. COUNCIL REPORTS

Councilwoman Hicks asked when Council would meet concerning the Town's Farmers Market. Mr. Wingfield noted the discussion would take place during the next Council work session on July 16th at 6:30 p.m. Mrs. Hicks asked about the Main Street construction concerning the bell tower and streets and asked if the work could be completed at night. Mr. Wingfield explained the work for the bell tower was being contracted out by the private school that had purchased the property and once that work was done the Town's contractor would begin work on the storm drainage project in this area. He advised that if the Town changed the agreement with the contractor, it would likely increase Town costs for construction.

XI. OTHER BUSINESS

A. Closed Meeting:

1. Councilman Wilson made a motion to enter into a Closed Meeting under Code of Virginia§ 2.2-3711(A)(1), for 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; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. The Closed Meeting is being held for discussion of Planning Commission candidates. Councilwoman Hockett seconded the motion and Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

2. Reconvene in Open Meeting
3. 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. Councilwoman Hockett seconded the motion 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 Wilson made a motion to appointment both applicants to the Planning Commission, subject to further interviews and appearing before Council, seconded by Councilwoman Hockett. 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 8:30 p.m.

Tracy Heinlein
Tracy Heinlein, Clerk of Council

D. Michael Barber
D. Michael Barber, Mayor