

CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
JULY 8, 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 JULY 8, 2025, AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Town Attorney Reid Broughton; Clerk of Council Tracy Heinline; Director of Public Relations Christina Bolt; Finance Director Katie Miano; Police Chief Chris Ramsey; Aquatics Director Terry Caldwell; Public Works Director Jim Lancianese; Assistant Public Works Director, Streets Travis Moles; Human Resources Director Alicia Dials; Planner II Devon Shields; Planner I Daria Chicosky; Deputy EMS Chief Josh Settlage; Engineering Director Mike Kelley

REGULAR MEETING

I. CALL TO ORDER

Councilman Wilson made a motion to allow Councilwoman Hicks and Councilman Jenkins to enter the meeting via phone, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hockett – Aye; Wilson – Aye.

Motion Approved

A. Moment of Reflection

Mayor Barber asked everyone to keep the residents of Texas in their thoughts due to the recent flooding. The mayor also recognized the Christiansburg Police Department and Christiansburg EMS after a call for an unfortunate medical emergency earlier in the day.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Councilman Bishop.

II. ADJUSTMENT OF THE AGENDA

None.

III. PUBLIC HEARINGS

- A. Conditional Use Permit request by Main Street Preservation LLC, property owner, and Joseph L. Simmons, applicant, to allow residential use, specifically the construction of ten (10) townhomes, on property located at the southeast corner of the intersection of Roanoke Street and Robert Street (approximately 1.008-acre Tax Parcel 528 – ((35)) – 1; (Parcel ID 031706) in the B-3 General Business District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Mayor Barber noted a public comment had been emailed to Council from a resident on Robert Street who opposed the above conditional use permit. The public comment noted that the CUP had not been held to the same standard as other CUPs. (*the submitted public comment will be recorded in the final minute book*). Mayor Barber noted that he had spoken with the property owner who was trying to sell the property and understands he will need to submit plans just like everyone else.

Hearing no further comment the public hearing closed.

IV. CONSENT AGENDA

- A. Approval of Minutes of June 24, 2025
- B. Bill List
- C. Purchase order to Joe Johnson Equipment for the purchase of a new Vacuum Street Sweeper in the amount of \$399,500.00
- D. Award a construction contract to D & M Painting Corporation for the Buffalo Water Tank Rehabilitation project in the amount of \$1,361,240.00
- E. Set Town Council Public Hearing for August 26, 2025 for a Conditional Use Permit request by Lauren-Ashley Elizabeth Potts and Dustin Storm Potts, property owners and applicants, to allow for a single-chair beauty parlor as a major home occupation on property located at 450 Hemlock Street NE (0.331-acre Tax Parcel 529 – ((19)) – 3; Parcel ID 024689) in the R-2 Two-Family Residential District. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

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

Councilwoman Bowman questioned several items under the bill list. She referenced page 11 concerning three charges for Express Services Inc. for landscaping at Sunset Cemetery. Mrs. Bowman questioned why this had been placed under "street

operations". Finance Director Katie Miano answered that she would look into this and get back with her. Mrs. Bowman also questioned a zoo admission charge on page 6 of the bill list. Mrs. Miano explained this was a charge for Jill's Buddy Camp at Parks and Recreation.

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

Motion Approved

V. INTRODUCTIONS AND PRESENTATIONS

A. Introduction of Planning Commission candidates Larry Day and Helen Lyman

Helen Lyman addressed Council and explained that before retirement she had spent 40 years in real estate in Northern Virginia. Ms. Lyman added she had worked on development teams for Tyson's Corner Center as well as the master planning committee for Herndon, Virginia. She expressed her years of experience would make her a good candidate for the Planning Commission.

Larry Day expressed interest in the future of Christiansburg, its growth, character, and its long-term sustainability. Mr. Day noted his background in development as well as his position as chairman for the construction development committee for Habitat for Humanity. He currently is employed for an engineering firm in Roanoke and works on projects here in Christiansburg as well. Mr. Day felt his background in development and construction would make him a good candidate for the Planning Commission.

VI. CITIZEN COMMENTS

None.

VII. COMMITTEE REPORTS

None.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

A. Certification of Fire Officers

Councilman Wilson made a motion to approve the certification of Fire Officers, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

B. Appointment of Larry Day and Helen Lyman to the Planning Commission for a four-year term (July 1, 2025 to June 30, 2029)

Mayor Barber noted that both individuals' resumes had been reviewed and felt they both would bring sufficient experience to the Planning Commission.

Councilwoman Hockett made a motion to approve the appointment of Larry Day and Helen Lyman to the Planning Commission, seconded by Councilman Wilson. 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 New River Valley Regional Commission Board of Commissioners for a three-year term (July 1, 2025 to June 30, 2028)

Councilman Bishop expressed he would like for appointments and reappointments to boards and commissions to come before Council before being appointed. Council agreed.

Councilwoman Hockett made a motion to approve the reappointment of Hil Johnson to the New River Valley Regional Commission Board of Commissioners, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

D. Recommendation to the Montgomery County Board of Supervisors for reappointment of Mayor Michael Barber to the Montgomery Regional Economic Development Commission for a three-year term (August 1, 2025 to July 31, 2028)

Mayor Barber noted the upcoming mayoral election in November and explained that if he was not re-elected to the mayor position then Council could revisit the subject.

IX. STAFF REPORTS

A. Town Manager

Mr. Wingfield reported that the Virginia Municipal League (VML) Conference would be held October 12 – 14th at the Hotel Roanoke this year.

Mr. Wingfield noted that Councilwoman Hicks requested the July 16th work session be moved to August 20th. Council agreed to cancel the July 16th work session.

B. Town Attorney – no report.

C. Other Staff – no report.

X. COUNCIL REPORTS

Councilwoman Hockett thanked Town employees for their hard work during the July 4th event.

Councilwoman Bowman expressed appreciation for the new picnic area by Town Hall, and suggested umbrellas for the tables for shade.

Mayor Barber mentioned several comments from individuals concerning the July 4th event location this year, noting more shade was available and the vendors were placed closer together which allowed shorter distances for individuals to walk.

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 the Town Manager position. 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. 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

Mayor Barber announced that Town Manager Wingfield would be retiring near the end of December this year. He added that Human Resources had provided Council with information, and they would be reviewing that information. In the meantime, the Town Manager position would be advertised within the next 7 days. Mayor Barber noted Mr. Wingfield's 27 years of employment with the Town and expressed his appreciation for a job well done. Mr. Wingfield expressed gratitude to Town Council and Town staff.

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting 7:47 p.m.

Tracy Heinlin
Tracy Heinlin, Clerk of Council

D. Michael Barber
D. Michael Barber, Mayor