

CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
AUGUST 26, 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 AUGUST 26, 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; Human Resources Director Alicia Dials; Planning Director Retta Jackson; Assistant Chief of Police Derek Altizer; Engineering Director Mike Kelley; Finance Director Katie Miano

REGULAR MEETING

I. CALL TO ORDER

A. Moment of Reflection

B. Pledge of Allegiance

The Pledge of Allegiance was led by Councilwoman Bowman.

II. ADJUSTMENT OF THE AGENDA

Councilman Jenkins made a motion to separate the Town Council meeting minutes of August 20, 2025 from the consent agenda due to his absence. Councilwoman Hockett seconded the motion. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

III. PUBLIC HEARINGS

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, consisting of approximately 2.57 acres (all of Tax Parcel 501 - ((1)) - 13D, Parcel ID 021972; a portion of Tax Parcels 80 – ((5)) – 1 and 501 – ((1)) – 13D1 and 13F, Parcel IDs 033688, 300315, and 025070) from A Agricultural to I-2 General Industrial. The

property is designated as Industrial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Steve Semones, Balzer & Associates addressed Council on behalf of his clients Mr. Duncan and Mr. Woods. Mr. Semones explained that the property referenced had been assembled in various parcels over the last several years. He noted there had been boundary line adjustments made and work with VDOT to vacate a portion of right-of-way that was a part of Interstate 81. Mr. Semones stated that if the rezoning was approved by Council, they would move forward with their site plan and vacate the interior lot lines to have one solid parcel. He added that they were proposing a 9,000 square foot warehouse on the property and two access points off Brammer Lane that would allow trucks access to the property. He explained that due to there being no sanitary sewer on the property, a septic would be used. Mr. Semones added that the property owners would be responsible for maintenance of the property and would potentially employ a little over thirty employees. He concluded that the Town's Planning Commission had voted unanimously for the rezoning.

Hearing no further comments the public hearing closed.

- B. Conditional Use Permit request by Lauren-Ashley Elizabeth Potts and Dustin Storm Potts, property owners and applicant, 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)) – 13; 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.

Lauren-Ashley Potts, 450 Hemlock Street addressed Council and explained with the conditional use permit approval she would provide a one - chair beauty salon at her residence. Mrs. Potts stated there would be a separate entrance into the salon, a single - use bathroom, as well as off-street parking for her customers. She added that she would include signage for her business only on her separate entrance door. Mrs. Potts noted that she currently has a beauty salon business in town, but a home business would suit her and her family better.

Hearing no further comments the public hearing closed.

IV. CONSENT AGENDA

- A. Approval of Minutes of August 12, 2025 and August 20, 2025
- B. Bill List
- C. Set Town Council Public Hearing for October 28, 2025 for a rezoning request by Roger Woody, Registered Agent for RWJW Properties, LLC, applicant and property owner, to rezone property located at 300 Kimball Lane SW (approximately 37.987-acre Tax Parcel 557 – ((A)) – 20; Parcel ID 016002) from A Agricultural to R-1 Single-Family

Residential. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Councilwoman Hicks made a motion to approve the minutes of August 12, 2025, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

Councilwoman Hockett made a motion to approve the minutes of August 20, 2025, seconded by Councilman Wilson. Council voted as follows: Bishop – Abstain; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Abstain; Wilson – Aye.

Motion Approved

Councilwoman Hockett made a motion to approve consent agenda items B. and C., seconded by Councilman Jenkins. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

V. INTRODUCTIONS AND PRESENTATIONS

A. Presentation of Proclamation Recognizing Casey Jenkins' Service to the Town

Mayor Barber recognized Councilman Jenkins for over three years of service on Town Council. He presented Mr. Jenkins with a signed proclamation and a clock. Mayor Barber thanked Councilman Jenkins for his service to the Town.

VI. CITIZEN COMMENTS

Chris Waltz, 1370 Rigby Street expressed concern that the hiring process for the Town Manager position was being rushed. Mr. Waltz added that current Town Manager Wingfield had been in an interim position prior to his current position for over a year. He added there would be several new Town Council members as of January 1, 2026, and felt the new council should choose the new Town Manager. Mr. Waltz expressed that he would like to be considered for the town council vacancy.

VII. COMMITTEE REPORTS

Councilman Bishop reported the Town's Street Committee had met before the Town Council meeting. He stated the committee had discussed the idea of potential meetings with citizens on a regular basis to discuss their concerns as well as new ideas relating to town streets. He added that several citizens had shown interest in having those discussions.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Town Council reappointment of Brad Stipes as Town representative and Dr. Nathaniel L. Bishop as at-large representative to the Virginia Tech/Montgomery Regional Airport Authority Board of Directors for a four-year term from September 1, 2025 to August 31, 2029

Brad Stipes explained the authority meets once a month and currently they were in the process of updating their master plan. Mr. Stipes added that several current board members were residents of Christiansburg.

Councilwoman Hicks asked for a future update concerning the airport. Town Manager Wingfield suggested inviting a representative from the airport to give an update soon. Councilwoman Hicks questioned if the airport had plans to grow and include commercial flights. Mr. Stipes noted the airport had private jets but there were no plans to become a commercial competitor.

Councilwoman Hockett made a motion to approve the reappointment of Brad Stipes as Town representative and Dr. Nathaniel L. Bishop as at-large representative to the Virginia Tech/Montgomery Regional Airport Authority Board of Directors, seconded by Councilman Jenkins. Council voted as follows: Bishop – Abstain; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

- B. Mayor appointment of Reagan Smith to the Recreation Advisory Commission as student representative for a one-year term from September 1, 2025 to August 31, 2026

Mayor Barber noted that Ms. Smith was unable to attend the meeting but should be available for the next Town Council meeting.

Councilman Wilson made a motion to approve the appointment of Reagan Smith to the Recreation Advisory Commission as student representative, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Abstain; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

- C. A Resolution of the Town Council of the Town of Christiansburg Approving of the Town's Participation in the Proposed Direct Settlement of Opioid-Related Claims Against the Sackler Family, and directing the Town Manager to Execute the Documents Necessary to Effectuate the Town's Participation in the Settlement

Councilwoman Hicks questioned the Town's share of money from Montgomery County. Town Manager Wingfield explained that the County was not obligated to share the

money with the Town although they are directed to spend the money for opioid abatement. He added that the NRV Recovery Ecosystem would receive a portion of those funds.

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

Motion Approved

- D. A Resolution of the Town Council of the Town of Christiansburg Approving of the Town's Participation in the Proposed Settlement of Opioid-Related Claims Against Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus, and directing the Town Manager to Execute the Documents Necessary to Effectuate the Town's Participation in the Settlement

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

Motion Approved

- E. Discussion of NAACP Banquet Sponsorship and Attendance

Councilwoman Hicks made a motion that Town Council be responsible for their own tickets to the banquet and not sponsor a table, seconded by Councilwoman Bowman. Council voted as follows: Bishop – Nay; Bowman – Aye; Hicks – Aye; Hockett – Nay; Jenkins – Abstain; Wilson – Abstain. Noting a tie vote Mayor Barber voted Nay.

Motion Failed

Councilwoman Hockett noted that if Council purchased their own tickets, they would more than likely not sit together at one table. She expressed she was in favor of the Town sponsoring a table and attending, supporting the organization and then reimbursing the Town for the ticket.

Councilman Bishop expressed that he liked the idea of the Town sponsoring different organizations.

Councilman Jenkins noted he would continue to abstain.

Councilwoman Bowman expressed it was not the job of Town Council members to use the taxpayer's money for dinners at banquet events that were not related to their positions as council members.

Councilwoman Hockett made a motion that Council sponsor a table of eight at the bronze level and the attending council members would reimburse the Town for their tickets, seconded by Councilman Jenkins. Council voted as follows: Bishop – Aye; Bowman – Nay; Hicks – Nay; Hockett – Aye; Jenkins – Abstain; Wilson – Abstain. Noting a tie vote Mayor Barber voted Aye.

Motion Approved

IX. STAFF REPORTS

A. Town Manager

Mr. Wingfield reported that the 2025 Virginia Municipal League Conference would be held at the Hotel Roanoke October 12th through October 14th. He asked Council if they would like to cancel the Council meeting on the 14th. Council decided to have the regularly scheduled October 14th Town Council meeting. Mr. Wingfield also reported that November 4th and 11th were holidays and Town facilities would be closed. He stated that both the Council meetings in November were holidays and asked Council if they would like to have a meeting on November 18th instead. Council agreed to cancel both the November 11th and 25th scheduled Town Council meetings and have a November 18th meeting. Mr. Wingfield concluded that Town Hall, Parks and Recreation Center, and the Aquatic Center would be closed for the Labor Day holiday Monday, the 1st.

B. Town Attorney – no report.

C. Other Staff

Christina Bolt, Public Relations Director reported to Town Council concerning the Christiansburg Farmers Market. Mrs. Bolt gave a brief recap of the Farmers Market and information that was discussed at the Town's previous work session. She explained that Council had decided to continue having the market at the Huckleberry Park for the rest of the market's season. Mrs. Bolt referenced the strengths and weaknesses of different locations for the market and explained the original directive was for it to remain on Hickok Street. She explained that due to work scheduled for Hickok Street the market had been moved to the Parks and Recreation Center and then later the Christiansburg Huckleberry Park. Mrs. Bolt explained that since the market has been at the park, Town Council has had discussion concerning the location and if the Farmers Market should move forward at all. Mrs. Bolt added that Council had requested a public survey with questions based off information from the prior work session as well as a local business survey. Mrs. Bolt referenced the potential questions for both surveys and asked Council for their thoughts.

Councilwoman Bowman questioned if local business owners would understand they were competing with vendors that were not required to have insurance or pay for

business licenses to sell their goods at the market. Mrs. Bolt noted that she had included information concerning insurance but could include the information for business licenses as well.

Councilwoman Hicks expressed that there should be more information for the citizens concerning the location for the Farmers Market. She explained that certain locations in Christiansburg were not Town owned so the market would not work on those properties. She also added the food trucks at the Farmers Market could be competition for some area restaurants. Mrs. Hicks also expressed that the citizens should be aware there was cost involved to continue the market on Hickok Street.

Mrs. Bolt expressed that she gathered questions that were discussed in the work session and wanted to make sure the Town did not sway or guide public opinion in any way. She explained that she would encourage citizens to view the Council work session and then proceed to the survey questions.

Councilwoman Hockett approved of the survey questions and felt this would give Council the information they needed to make a final decision. She added that the information was needed soon due to grant deadlines.

Councilman Wilson agreed with Mrs. Hockett and expressed that giving the community too much information could lead the citizens in one direction.

Councilman Bishop agreed with the survey and Mr. Wilson.

Councilman Jenkins stated that feedback from citizens was always helpful and felt the Town should consider its options carefully before making a final decision.

X. COUNCIL REPORTS

Councilman Jenkins thanked Town Council and the community for the privilege of serving. Mr. Jenkins expressed that it had been his honor to serve the citizens of Christiansburg.

Councilman Jenkins left the meeting prior to the closed session.

XI. OTHER BUSINESS

A. Closed Meeting:

1. Councilman Wilson made a motion for 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 a pending Town Council vacancy and discussion of the Town Manager position. The motion was seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Absent; 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 – Absent; Wilson – Aye.

Motion Approved

Councilwoman Hicks stated that during the closed session Mayor Barber had announced the members of a search committee he had formed for the Town Manager position. Mrs. Hicks felt the committee was formed without all of Council being aware and expressed the process was being undermined. Councilwoman Bowman agreed.


4. Council action on the matters

Mayor Barber explained a special meeting of Town Council would take place on September 16th to review applications for the Town Council vacancy.

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:01 p.m.


Tracy Heinline, Clerk of Council


D. Michael Barber, Mayor