

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
MINUTES OF MARCH 15, 2011 AT 7:30 P.M.**

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT THE CHRISTIANSBURG AQUATIC CENTER, 595 NORTH FRANKLIN STREET, CHRISTIANSBURG, VA, ON MARCH 15, 2011 AT 7:30 P.M.

COUNCIL MEMBERS PRESENT: Mayor Richard G. Ballengee; Vice-Mayor Michael D. Barber; R. Cord Hall; Steve Huppert; Henry D. Showalter; Bradford J. Stipes; James W. Vanhoozier. ABSENT: None.

ADMINISTRATION PRESENT: Interim Town Manager Barry Helms; Town Clerk Michele M. Stipes; Town Attorney Mark Williams; Finance Director/Treasurer Val Tweedie; Director of Engineering and Public Works Wayne Nelson; Assistant to the Town Manager Adam Carpenetti; Aquatics Director Terry Caldwell.

PLANNING COMMISSION MEMBERS PRESENT: Chairperson Craig Moore; Ann H. Carter; Meghan Dorsett; Joe Powers. ABSENT: Barry Akers; Mark Caldwell; Kevin Conner; Jennifer Sowers.

PLEDGE OF ALLEGIANCE - Christiansburg Fire Department Honor Guard to present Colors. Mayor Ballengee led the Pledge of Allegiance after announcing that the Christiansburg Fire Department Honor Guard was unable to attend the meeting due to an emergency fire call.

**REGULAR MEETING**

MAYOR BALLENGEE called the Regular Meeting of Council to order and asked if there were any additions or corrections to the Regular Meeting Minutes of March 1, 2011. Councilman Barber made a motion to approve the Minutes as presented, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

CITIZEN HEARINGS:

1. Presentation of a Resolution in Recognition of the accomplishments of the 2010 Christiansburg High School football team. Mayor Ballengee welcomed the Christiansburg football team, the coaches, and the players' parents who were in attendance. Mayor Ballengee then introduced Councilman Barber who presented the Resolution of Recognition to Coach Tim Cromer. Councilman Barber said he is proud of the football team's winning records over years, but also of the leadership, sportsmanship and character building demonstrated by the coaches and players. After reading the Resolution, Councilman Barber provided a copy for each individual player. Coach Cromer proudly accepted the Resolution and thanked Council for the recognition. Coach Cromer said the football team represented the Town of Christiansburg well during its season, acknowledging the high character of his players and assistant coaches. The football players and coaches stood and were acknowledged. A copy of the Resolution is attached herewith.
2. Ms. Sue Farrar and Mrs. Nancy Miller of the Lewis Miller Museum to address Council with a request for support of the annual Local Government Challenge Grant. Mrs. Nancy Miller addressed Council, on behalf of the Lewis Miller Museum, regarding the annual application for the Local Government Challenge Grant for the Lewis Miller Museum. The Virginia Commission of Arts will match the funds contributed by the Town. Mrs. Miller asked Council to approve filing of the grant application, which must be received by the Virginia Commission of Arts by April 1, 2011. Virginia requires that the Town commit to its intent to contribute the funds at this time. Funds will be allocated in the 2011 – 2012 budget year. Mrs. Miller thanked Council for its past and continued support of the Lewis Miller Museum and introduced Sue Farrar, Executive Director of the Lewis Miller Museum, present on behalf of the Lewis Miller Museum.
3. Mr. Richard Daugherty with the VT Business Technology Center to address council. Using a Powerpoint presentation, Mr. Daugherty explained the Virginia Tech Business Technology Center's objectives. The Business Technology Center's focus is in helping emerging and evolving businesses by analyzing the potential success of each business, determining if the business has a foundation and a plan to advance towards success. The Center works closely with Montgomery County Economic Development Office to ensure the success of small businesses in the area. Mr. Daugherty thanked Town Council and the Town for supporting the Center for over fifteen years. Councilman Vanhoozier currently serves as the representative member on the VT Business Technology Center Board and former

Council member Ann Carter served in this capacity for many years. Councilman Vanhoozier noted that this service is available to all entrepreneurs in the community at a fraction of the cost found utilizing other venues. Mr. Daugherty, on behalf of the Virginia Tech Business Technology Center, requested the Town consider providing financial support for the Center in its FY 2011 – 2012 budget, in the amount of four thousand dollars.

4. Blacksburg Transit update by Ms. Becky Martin. Before presenting her ridership update, Ms. Martin took a moment to thank the working group, Mayor Ballengee, Councilman Vanhoozier, and Nichole Hair, for suggestions and support in providing this information. Ms. Martin provided Council members with a copy of her Powerpoint presentation and reviewed the graphs and charts that indicate monthly ridership numbers for the three Christiansburg routes from November 2009 through February 2011. The information provided indicates a continued rise in ridership. Ms. Martin noted that the Shopper's Express route is doing fairly well per revenue hour, but the operation hours have been cut back, and it is the recommendation of Blacksburg Transit to eliminate this route effective April 1, 2011. Ms. Martin stated that eliminating this route, at this time, would allow additional focus on the commuter route, which is doing very well. Demand for the commuter route, and the Go Anywhere, are increasing at a fast pace and establishment of a second commuter route is recommended. Ms. Martin explained Blacksburg Transit's plan for developing advertising partnerships with Christiansburg businesses, which will provide significant revenue that will directly support the Christiansburg Bus System. Ms. Martin then explained the systems being put into place to provide connector commutes. Blacksburg Transit is working hard to ensure a complete network, but this takes time to develop. Councilman Hall asked if eliminating the Shopper's Express route would reduce Christiansburg's cost obligation. Ms. Martin replied that Christiansburg's contribution was based on a nine month period, and future contributions will be based on a twelve month period. However, Ms. Martin said that Blacksburg Transit is working to finalize a bus swap with Virginia Tech for smaller buses, which will provide some revenue for Christiansburg. The specific cost for Christiansburg, for a twelve month period, is two hundred thousand dollars. Councilman Vanhoozier pointed out that terminating the Shopper's Express route will be offset by adding to the commuter route. Mayor Ballengee asked if success can be determined by the past fifteen months the bus system has been in operation. Ms. Martin commented that three to five years are necessary to determine success. Councilman Showalter asked about the bus system shuttle service, and Aquatics Director Terry Caldwell stated that the bus system shuttle operation is heavily relied upon during Aquatic Center and sporting events, with the shuttle service running from overflow parking lots at the Christiansburg High School and behind Kroger. After further discussion, Council thanked Ms. Martin for the update and agreed to eliminate the Shoppers Express Route effective April 1, 2011. Councilman Hall requested additional financial information from Blacksburg Transit, specifically locality comparison charts supporting Ms. Martin's bus system update.
5. Planning Commission recommendation on:
  - a. A Conditional Use Permit request by Albert Land, LP for a Planned Housing Development on Albert Lane and at the end of Sage Lane (tax parcels 404 – ((A)) – 2 and 8 and 434 – ((A)) – 8) in the R-1 Single-Family Residential District and R-3 Multi-Family Residential District. The Public Hearing was held on February 15, 2011, and was tabled at the March 1, 2011 Town Council meeting. Planning Commission Chairman Craig Moore read the Planning Commission's Resolution recommending Town Council issue the Conditional Use Permit with thirteen conditions, voted upon as follows: 7 ayes; 0 nays; 1 absent. A copy of the Resolution is attached herewith.
6. Citizens' Comments:
  - a. Ms. Meghan Dorsett of Cambria Street brought to Council a proposal for the first annual Christiansburg Depot Days, A National Train Day Celebration, hosted by the Christiansburg Civic League. Ms. Dorsett provided each member with a handout explaining the details of the proposed event, which is scheduled for May 7, 2011 from 10:00 a.m. to 4:00 p.m. On behalf of the Christiansburg Civic League, Ms. Dorsett requested the closure of the Depot Street/Cambria Street intersection including both sides of the railroad tracks from Montgomery Street on the north side of the tracks to the intersections of Depot and Schaeffer to the west and Depot and East Main to the east, from 9:00 a.m. until 5:00 p.m. to accommodate the festivities and ensure the safety of those attending the event. The festival will be located on both sides of the track, including the full extent of the central square in Cambria and, tentatively, a portion of the Norfolk & Southern Freight yard. Ms. Dorsett said she is in the process of obtaining permission from Norfolk & Southern to be on railroad property, and the area will be roped off so no one will wander near the active railroad line. Mayor Ballengee said his concern is that the Town hasn't closed this intersection in the past for events, and he recommended the Street Committee review the request with Police Chief Sisson and provide a recommendation to Council. Councilman Vanhoozier suggested the Street Committee provide suggestions for traffic control, and Councilman Stipes recommended Director of Engineering Wayne Nelson participate in the review. Councilman Huppert questioned parking arrangements and Ms. Dorsett said she is working with local businesses and Norfolk & Southern to ensure adequate parking. Mayor Ballengee turned the

request over to the Street Committee for review with Police Chief Sisson and Director of Engineering Wayne Nelson. Mayor Ballengee asked the Committee to provide Council with a recommendation at the April 5, 2011 Town Council meeting.

- b. Ms. Tacy Newell, along with Mr. Barry Robinson, provided Council with a draft copy of the business plan and vendor guidelines for the proposed Christiansburg Farmer's Market, including a copy of the tax map for the proposed location. Ms. Newell acknowledged and thanked Councilman Huppert's role in pushing forward the concept of a farmer's market, and the efforts of the community group in organizing the cooperative. Ms. Newell said there has been positive response from the community in support of a farmer's market, and vendors support for the market to be held on Saturdays. Ms. Newell explained that many factors were considered in deciding the best location for the farmers market. After thorough consideration, it is recommended that the farmer's market be established at 100 Radford Street, the current location of Corrine's. The owner of Corrine's supports the recommendation and has offered to provide water, sewer, electricity, and improvements to the market at no cost. A farmer's market is permitted at this location with a Conditional Use Permit, and Ms. Newell asked Town Council to consider assuming the five hundred dollar CUP application fee. Ms. Newell, noting the absence of farmer's market guidelines in the Town Code, asked Council to rush the establishment and adoption of guidelines. The grand opening is tentatively scheduled for April 30, 2011, with market dates tentatively scheduled for Saturdays from April 23, 2011 through October 29, 2011, from 8:00 a.m. to 2:00 p.m. Ms. Newell then reviewed the fee structure planned for vendors. Councilman Barber said he understands the value of placing the market on a lot already established by a business, but questioned the recommended location because the lot is full of the owner's merchandise. Ms. Newell said several potential vendors had the same concern, but the owner is working to clear sites that would be used by vendors by not replacing stock that is sold; currently, sixteen vendor sites are planned. Councilman Barber said he is not against the recommended location. Ms. Newell said Planning Director Randy Wingfield offered to review the site for setback compliance, and the Department of Health inspects all farmers markets for safety compliance. The Knights of Columbus site would be used for parking with permission. Councilman Barber suggested the Town place a crosswalk on College Street between the Knights of Columbus site and Corrine's. Interim Town Manager Helms said the Public Hearing could be held at the April 5, 2011 Town Council meeting, with the Planning Commission deliberating and providing a recommendation at that same meeting. Council could then vote on the recommendation.

#### DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. Town Council action on:
  - a. A Conditional Use Permit request by Albert Land, LP for a Planned Housing Development on Albert Lane and at the end of Sage Lane (tax parcels 404 – ((A)) – 2 and 8 and 434 – ((A)) – 8) in the R-1 Single-Family Residential District and R-3 Multi-Family Residential District. Councilman Showalter questioned Planning Commissioner Sower's decision to vote on the recommendation rather than abstain due to her prominence as a local real estate agent. Councilman Showalter asked Councilman Vanhoozier to address his conflict of interest concerns with the Planning Commission, and Councilman Hall recommended the Town Attorneys hold a conflict of interest seminar with the Planning Commission, commenting on his intent to abstain from voting on this request because he resides on Sage Lane. Councilman Hall said the Planning Commission did a great job setting conditions for the CUP, but reminded Town Council that several times the issue has been brought up that the Town does not monitor issued Conditional Use Permits for compliance, but instead relies on citizen complaints. Councilman Hall said he doesn't expect citizens to monitor this site for CUP compliance, because of the details of the conditions. Councilman Hall further stated that the developer hasn't addressed access concerns voiced by citizens and Council, which seems to be the biggest concern with the proposed development. Councilman Hall said he is concerned because there are no future plans for additional access points. Councilman Hall also asked that the Town hold the developer accountable for the quality of the development and monitor the development for Town Code and CUP compliance. Councilman Showalter echoed Councilman Hall's comments, especially concerns with inadequate ingress/egress. Councilman Showalter challenged the developer and the Town's Building Official to ensure high quality construction. Councilman Huppert expressed concern that the Planning Commission did not address concerns regarding the added stress on already crowded schools. After further lengthy discussion regarding connectivity between parcels, and the Planning Commission's Conditional Use Permit process, Councilman Barber called for question, so noted by Mayor Ballengee. Councilman Barber made a motion to accept the Planning Commission's recommendation to issue the Conditional Use Permit with thirteen conditions, seconded by Councilman Vanhoozier. Town Clerk Stipes polled Council on the motion as follows: Barber – Aye; Hall – Abstain; Huppert – Aye; Showalter – Nay; Stipes – Aye; Vanhoozier – Aye.

2. Ms. Sue Farrar and Mrs. Nancy Miller of the Lewis Miller Museum to address Council with a request for support of the annual Local Government Challenge Grant. Councilman Vanhoozier made a motion to approve the filing of the grant application, seconded by Councilman Showalter. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
3. Requests by Tacy Newell regarding the Christiansburg Farmer's Market. Mayor Ballengee presented Ms. Newell's requests that the Town assume the cost of the Conditional Use Permit application for the proposed farmer's market, and that the Town expedite the Public Hearing so vendors can take advantage of the spring growing and selling season. Councilman Hall made a motion to approve the request to assume the Conditional Use Permit fee and to set the Public Hearing for April 5, 2011. Councilman Vanhoozier seconded the motion and Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

#### TOWN MANAGER REPORTS:

PUBLIC HEARING REQUEST(S) – Interim Town Manager Helms presented the following requests and recommended setting the Public Hearings for April 5, 2011:

1. Zoning Permit request for a mechanical garage and equipment supply, Prospect Drive, I-2 General Industrial zoning.

On motion by Councilman Barber, seconded by Councilman Stipes, Council voted to set the Public Hearing for April 5, 2011. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

1. Conditional Use Permit request for the Christiansburg Farmer's Market at 100 Radford Road, B-3 General Business zoning.

On motion by Councilman Vanhoozier, seconded by Councilman Hall. Council voted to set the Public Hearing for April 5, 2011. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

Interim Town Manager Helms asked Council to consider rescinding the third employee furlough day scheduled to be taken April 25, 2011. Interim Town Manager Helms reported that many tax revenues are up above projected amounts, and the new real estate assessment is 1% higher than last year. As a member of the Finance Committee, Councilman Stipes said he supports the request, noting that when the furlough days were imposed, Town Council made it clear that the decision would be reviewed periodically. Councilman Hall said he is not supportive of furlough days, but he is also not optimistic that the budget is as good as it appears with the increases mentioned. Councilman Hall requested more information supporting the current budget. Councilman Huppert agreed with Councilman Hall. Councilman Showalter also agreed with Councilman Hall, noting that timing is important, and it is still too early to determine the status of the budget. Councilman Showalter said Council needs to review averages, not just the three highest months, recommending including two more months to get a better idea. Councilman Vanhoozier commented that a review of expenditures is necessary, too. Town Council supports delaying the furlough day until a later date to allow time for an accurate review of the budget situation.

Interim Town Manager Helms presented to Council a personal request that he be excused from either the last meeting in June or the first meeting in July to travel out of the country. He is unsure at this time which date he will be gone. It was the consensus of Council to excuse Interim Town Manager Helms from the appropriate meeting.

Councilman Hall noted Kelly Walter's retirement letter received by Council today, indicating a final work date in July 2011. Councilman Hall said the Emergency Service Committee was provided information on billing insurance companies for rescue calls, an idea Councilman Hall supports and said it will move the Rescue Squad in the direction of providing paid staff for the 6:00 a.m. to 6:00 p.m. shift. Councilman Vanhoozier asked for a preliminary implementation plan from the workgroup, noting the next Emergency Service Committee meeting is scheduled for April 20, 2011 and can be discussed then. Councilman Barber asked for clarification of whether or not the Rescue Squad is a department of the Town. Mayor Ballengee stated that the Rescue Squad is not an official department of the Town, and the Captain is not appointed by Town Council. Mayor Ballengee noted that the Town does have a current job description for the Rescue Squad Captain and the Human Resource Manager, Clay McCoy, will proceed with the hiring process. Councilman Hall suggested that members of the Rescue Squad be included in the hiring process. Since the Rescue Squad is not a

department of the Town, Councilman Barber suggested the Rescue Squad hire their Captain and pay the Captain's salary. Councilman Stipes stressed the importance of the Town securing the right leadership for the Rescue Squad. Councilman Vanhoozier said he hopes to be able to come to Council with a recommendation for insurance billing after the next Emergency Service Committee meeting.

ADJOURNMENT:

There being no further business to bring before Council, the meeting was adjourned at 9:44 PM.

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Michele M. Stipes, Clerk of Council

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Richard G. Ballengee, Mayor