

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
MINUTES OF JANUARY 3, 2012 AT 7:30 P.M.**

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT THE CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VA, ON JANUARY 3, 2012 AT 7:30 P.M.

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

ADMINISTRATION PRESENT: Town Manager Barry D. Helms; Town Clerk Michele M. Stipes; Town Attorney Mark Williams; Assistant to the Town Manager Adam Carpenetti; Finance Director/Treasurer Valerie Tweedie; Planning Director Randy Wingfield.

PLEDGE OF ALLEGIANCE.

REGULAR MEETING

MAYOR BALLENGEE called the Regular Meeting of Council to order and asked if there were any additions or corrections to the Minutes of December 20, 2011. Councilman Vanhoozier made a motion to approve the minutes as presented, seconded by Councilman Barber. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

CITIZEN HEARINGS:

1. Citizen's Comments.
 - a. Ms. Carol Lindstrom, 630 Depot Street, made a correction to information provided at the December 6, 2011 meeting regarding the Phlegar Building. Ms. Lindstrom clarified that the Phlegar Building is two hundred years old, not one hundred years as previously stated.

III. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. Organization for the Year 2012:
 - a. Election of Vice-Mayor. Councilman Showalter made a motion to appoint Councilman Vanhoozier to serve as Vice-Mayor, seconded by Councilman Barber. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes. Nays: None. Abstain: Vanhoozier.
 - b. Set regular meeting dates of Council. First and Third Tues. Councilman Barber made a motion to set the first and third Tuesday of each month as the regular meeting dates of Council. Councilman Vanhoozier seconded the motion. Councilman Hall noted that the regular meetings of Council coincide with Montgomery County School Board meetings and he expressed his support for changing the meeting dates of Council, if Council so desires. Councilman Hall said he would also support the decision to keep the Council meeting dates as they are. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None.
 - c. Authorize Vice-Mayor, Assistant to the Town Manager, and Assistant Treasurer to sign Town checks. Town Manager Helms requested that the Assistant Town Manager position be added to this authorization. Councilman Barber made a motion to authorize the Vice-Mayor, Assistant Town Manager, Assistant to the Town Manager, and Assistant Treasurer to sign Town checks, seconded by Councilman Hall. Valerie Tweedie, Finance Director/Treasurer, noted that the Assistant Treasurer position has been renamed Treasurer Office Manager. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None.
 - d. Appointment to Committees of Council:
 - 1 – Water, Sewer, and Solid Waste Committee – Barber and Showalter.

- 2 - Street Committee – Stipes and Vanhoozier.
- 3 - Finance Committee – Barber and Stipes.
- 4 - Fire and Rescue Committee – Vanhoozier and Hall.
- 5 - Public Health and Welfare Committee – Ad hoc.
- 6 - Central Business District Committee – Huppert and Showalter.
- 7 - Cemetery Committee – Stipes and Hall.
- 8 - Council on Human Relations Committee – Ad hoc.

Councilman Huppert suggested future Council discussions regarding possible rotation of liaison members to the Aquatic Center Advisory Board, and the Parks and Recreation Advisory Commission.

2. Appointment of Officers:

Councilman Barber made a motion to reappoint the current standing officers, but withdrew his motion at the request of Councilman Stipes who asked that the votes be held separately. Councilman Huppert seconded the motion, but withdrew his second at Councilman Stipes request.

- a. Town Manager – Councilman Vanhoozier made a motion to reappoint Barry Helms to serve as Town Manager, seconded by Councilman Barber. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None.
 - b. Finance Director/Treasurer – Councilman Barber made a motion to reappoint Valerie Tweedie to serve as Finance Director/Treasurer, seconded by Councilman Stipes. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None.
 - c. Police Chief – Councilman Barber made a motion to reappoint Mark Sisson to serve as Chief of Police, seconded by Councilman Hall. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None.
 - d. Clerk of Council – Councilman Vanhoozier made a motion to reappoint Michele Stipes to serve as Clerk of Council, seconded by Councilman Barber. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Vanhoozier. Nays: None. Abstain: Stipes.
 - e. Town Attorney – Councilman Barber made a motion to reappoint Guynn, Memmer & Dillon, PC to serve as Attorney for the Town, seconded by Councilman Hall. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None.
3. NRV Hazard Mitigation Plan Resolution. A copy of the NRV Hazard Mitigation Plan Resolution was distributed to Council at the December 20, 2011 meeting and Council has had an opportunity to review the document. Town Manager Helms reported that a Hazard Mitigation Plan is required for each locality to be eligible to receive FEMA funding. The New River Valley Plan includes a majority of the districts in the New River Valley Planning District Commission. Councilman Stipes made a motion to adopt the NRV Hazard Mitigation Plan Resolution as presented, seconded by Councilman Vanhoozier. Town Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None.
4. Certification of the Fire Department officers. Required by Town Code to recertify each year. Town Manager Helms reported that during the recodification process, it was realized that a certification of the Fire Department officers is required each year. A list of the Fire Department officers was provided to Council. Councilman Barber made a motion to recertify the current standing Fire Department officers, seconded by Councilman Hall. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None.

5. Adoption of Youth Sports Handbook. Council was provided a copy of the Handbook for review. Mayor Ballengee talked about the importance of this document and asked Council to review and provide comments. Councilman Hall made a motion to table this matter for further review, and Councilman Showalter seconded the motion. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None.
6. Mr. Stipes and Mr. Vanhoozier – Street Committee recommendation on:
 - a. Plat Showing Boundary Line Relocation of Lots 1, 2, & 3 of the Albert T. & Marry B. Long Division and Subdivision of Tax Map 405-(A)-32; creating 5 lots; located on Almetta Avenue, N.W. This request was tabled at the December 20, 2011 Council meeting. Councilman Stipes reported that the Street Committee has met twice to discuss this request in detail, and gave a brief background of the property back to 1976. Councilman Stipes reported that after studying the request to subdivide lot 4, the Street Committee has found that the request is acceptable and approval is recommended. Councilman Stipes noted that by approving this request the Town is gaining a guaranteed right-of-way through lot 5, by an easement, which the Town can develop as it chooses in the future. Councilman Vanhoozier mentioned that there had been a concern with a lack of interconnection between developments, and gaining this right-of-way would provide future connectivity. Without this right-of-way, the Town would need to use drastic measures to obtain a right-of-way connection, if one is deemed necessary. Councilman Barber made a motion to approve the subdivision request, seconded by Councilman Vanhoozier. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None. Town Manager Helms noted that his family will be impacted by approval of this request and he has recused himself from any decisions regarding this property. Councilman Stipes clarified that Almetta Avenue will remain unchanged and with private ownership of the land between the two existing dedicated portions.
 - b. Lot Line Relocation between Lots 44 through 47 & Parts of Lots 48 through 51, Victory Heights Extension; creating 2 lots; located on Wimmer Street, N.W. and Light Street, N.W. Councilman Stipes reported this request is to create two lots from eight lots by abandoning all interior lot lines. Councilman Stipes said this action will make the property more conforming and provides access to parcel A. Councilman Stipes made a motion to approve the request as presented, seconded by Councilman Barber. Council voted on the motion as follows: Ayes: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. Nays: None.

TOWN MANAGER REPORTS:

MONTHLY BILLS – On motion by Councilman Stipes, seconded by Councilman Barber, Council voted to approve the monthly bills to be paid on January 10, 2012, in the amount of \$941,969.63. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

TOWN MANAGER HELMS reported that a Joinder meeting has been scheduled for January 31, 2012 at 5:00 PM in Blacksburg to discuss the Joinder proposal with the Blacksburg Christiansburg VPI Water Authority. The location of the meeting will be announced at a later date.

ADJOURNMENT:

There being no further business to bring before Council the meeting was adjourned at 8:11 P.M.

Michele M. Stipes, Clerk of Council

Richard G. Ballengee, Mayor