

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
MINUTES OF MARCH 20, 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 MARCH 20, 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 Jim Guynn ; Assistant to the Town Manager Adam Carpenetti; Director/Treasurer Valerie Tweedie; Public Relations Officer Becky Wilburn.

PLEDGE OF ALLEGIANCE.

PUBLIC HEARINGS

1. Council's intention to adopt an ordinance vacating a 20-foot by 65-foot waterline easement at 100 New River Road (tax parcel 435 – ((A)) – 41). Town Manager Helms reported that with the expansion of Belk, the existing fire hydrant was relocated and this request is to vacate the easement for the former fire hydrant location. There was no one to speak for or against this request.

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 6, 2012. Councilman Hall 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.

II. CITIZEN HEARINGS:

1. Introduction of Mr. Brad Epperley, Director of Parks and Recreation. Councilman Barber, Council liaison to the Recreation Advisory Commission, introduced Mr. Brad Epperley who was recently hired to serve as the Town's Director of Parks and Recreation. Mr. Epperley, who lives in Blacksburg, has an extensive background in recreation and athletics from previous employment that includes the City of Salem and most recently, Radford University. Mr. Epperley thanked the Town for the opportunity to serve Christiansburg through the Recreation Center, commenting that he is looking forward to working hard to provide the community with quality recreational opportunities as it continues to grow. Town Council thanked Mr. Epperley for his willingness to serve the Town of Christiansburg.
2. Presentation of Proclamation to Mr. Art Price. Councilman Barber presented to Mr. Art Price, recently retired Director of Parks and Recreation, with a Proclamation recognizing his thirty years of accomplishments and service with the Town of Christiansburg. Councilman Barber invited Mr. Price and his family members to come forward to receive the Proclamation. Councilman Barber said he coached Mr. Price many years ago through the Kiwanis baseball program, and it has been his pleasure to work with Mr. Price on the Recreation Advisory Commission. Mayor Ballengee and Council thanked Mr. Price for his faithful service to the Town, and Mr. Price thanked them for allowing him to serve the Town for so many years. A copy of the Proclamation is attached herewith.
3. Becky Martin of Blacksburg Transit presented to Council a BI-MONTHLY REPORT DATED March 20, 2012. The report included the proposed Operating Budget, which included a new second commuter route, and the proposed Capital Budget. Ms. Martin reviewed the proposed budget figures, including a total budget cost of approximately \$411,000. Ridership totals from September 2011 to February 2012 were provided and compared with the previous year. Ms. Martin noted that students from Christiansburg High School have been using the Go Anywhere bus to access the Tech Sportsplex and other destinations after school. Ms. Martin reported that BT did a short Go

Anywhere bus survey consisting of nineteen participants, dated December 2011. Results of the survey indicated that shopping is the top destination of Go Anywhere bus riders, with most riders pleased with the bus fare. The Christiansburg Working Group for BT is working to create a larger survey and Ms. Martin asked Council to provide Councilman Vanhoozier with any questions for the survey. Ms. Martin reviewed economic development plans and reported that BT received a request for transit service during the initial planning phase for the proposed apartment complex on Farmview Road. Councilman Showalter asked Ms. Martin to explain JARC funds, which was mentioned during the budget portion of the report. Ms. Martin explained that only Christiansburg receives Federal JARC funds which are used to help low income individuals and those who do not own a vehicle but must have transportation to work. Aquatic Center Director Terry Caldwell spoke to the importance of the BT shuttle to the success of the swim/diving meets held at the Christiansburg Aquatic Center, because of inadequate parking at the facility. Councilman Showalter asked if the Town could expect to see a leveling off in ridership. Ms. Martin responded that at some point the bus system will meet capacity, but she doesn't see that happening at this point; however, she doesn't expect the ridership to double again as seen in the second year of operation. Councilman Hall asked if the drastic increase in ridership is contributed to the Aquatic Center shuttle service. Ms. Martin said she will chart this information for Council in the future. Council briefly discussed the physical appearance of the buses, agreeing that it would like the buses to exclusively advertise Christiansburg. Council thanked Ms. Martin for the update.

4. CITIZENS' COMMENTS.

- a. Mr. Blake Owen, a Christiansburg resident, came before Council to raise awareness of traffic and roadway concerns along Sleepy Hollow Road. Traffic flow, volume, and speed are dangers not only to the drivers, but to pedestrians, too. Mr. Owen said that the street has grown significantly since he moved there in 1999, and is now interconnected with neighboring streets creating one large neighborhood, which is a concern for many residents of Sleepy Hollow Road since it is used as a shortcut by many drivers. Mr. Owens said he met with Town Manager Helms, who recommended he contact Police Chief Sisson. In response to the concerns, Police Chief Sisson did traffic studies, which helped while the police actively patrolled the area. Once the patrolling ended, Mr. Owens said the same traffic concerns resumed. Mr. Owens said he hopes Council can offer a solution to the problem, or at least provide options for consideration. Mr. Owens provided pictures of Sleepy Hollow Road for Council viewing, and suggested the use of speed humps as seen in Blacksburg as a traffic calming device. Mayor Ballengee thanked Mr. Owens for bringing this concern to Council and referred the matter to the Street Committee for review and recommendation. Councilman Stipes said the Street Committee will consult with Police Chief Sisson and Engineering Director Wayne Nelson in reviewing this matter.

Mr. Deveron Milne of Tranquility Via, said he has experience with urban sprawl and traffic calming and his advice was to prohibit or limit through-traffic and short-cut traffic.

- b. Ms. Connie Turner of Alleghany Street said she lives on a cut-through street with a speed limit of 15mph, and a posted sign prohibiting use of the street as a cut-through. Ms. Turner said that even with these measures, it has still been difficult getting the traffic flow under control.

III. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. PRESENTATION OF RESOLUTIONS TO CHRISTIANSBURG HIGH SCHOOL TRACK AND DIVING ATHLETES. Councilman Showalter and Councilman Huppert presented Resolutions acknowledging the athletic accomplishments of Travis Hudson and Rochelle Evans. Councilman Showalter also presented a Resolution to the Coach and team members of the Girls Cross Country Team for finishing third in the State Championship. The athletes were present to accept the Resolutions. Mayor Ballengee presented Resolutions to Leah Piemonte and to Ron Piemonte for setting State diving records. A copy of each Resolution is attached herewith.
2. ORDINANCE TO AMEND THE TOURISM AGREEMENT, SECTION 2, OVERSIGHT OF THE ORGANIZATIONAL COOPERATIVE AGREEMENT BETWEEN MONTGOMERY COUNTY AND THE TOWNS OF BLACKSBURG AND CHRISTIANSBURG FOR THE CREATION AND IMPLEMENTATION OF A JOINT TOURISM PROGRAM. The amendment will state that the Director will be an employee of the fiscal agent and not an independent contractor. Town Manager Helms commented that Blacksburg and Montgomery County will also make this change to their Tourism Agreement. Councilman Barber made a motion to adopt the ordinance amendment as presented, seconded by Councilman Vanhoozier. Town Clerk Stipes polled Council on the motion as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye. Mayor Ballengee noted that the Director position has been advertised, but not filled at this time.
3. Consideration of implementing a Small Purchase Procedure Policy. Town Manager Helms

reviewed State Procurement Act, which allows localities to adopt its own small purchase procedure policy. Town Manager Helm provided a proposed Small Purchase Procedure Policy for Christiansburg to Council for review. The document is currently under review by the Town's Attorneys. Essentially, the policy provides authorization to only request verbal or written price quotes for purchases under \$5,000. According to Town Manager Helms, implementing this policy would reduce paperwork associated with purchases. Town Manager Helms would still sign off on purchases over \$10,000. Councilman Vanhoozier recommended that the Finance Director be required to sign off on purchases, noting that the checks for the purchases would be signed by Town Manager Helms. He also recommended that the amount be lowered from \$10,000. Councilman Barber commented that Council has entrusted Town Manager Helms to oversee the Town and he supports the current policy to authorize department heads to sign off on amounts up to \$10,000, and he wouldn't recommend lower the amount from \$10,000. Councilman Showalter and Councilman Stipes agreed with Councilman Barber's comments. Town Manager Helms commented that the amount limits are those set forth in State Code. Councilman Vanhoozier stressed that his concern is not one of integrity. Town Attorney Guynn suggested that Town Manager Helms inform Council on the purchase procedures and policies at a future meeting, which would answer everyone's questions and absolve concerns. Councilman Hall asked if the Town's liability coverage of \$1,000,000 is set at State limit. Town Manager Helms replied that his limit applies only to contractors, and Attorney Guynn commented that the amount may be set too low. Councilman Hall said he would like this matter reviewed. Town Manager Helms said he would check with the insurance agents as to their recommendation.

4. Action to reject PPEA for pavement maintenance program. Town Manager Helms explained that he was previously given authority to seek PPEA proposals, but after the Town Attorney's reviewed the matter, they decided it was appropriate to issue RFP proposals. As a result, the Town would need to reimburse the deposit made by the contractor. Town Attorney Guynn elaborated that the PPEA was premature because the work was obtained from VTTI. Councilman Barber made a motion to approve action to reject PPEA for pavement maintenance program, seconded by Councilman Stipes. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

5. Mayor Ballengee reported that the Christiansburg High School athletic Resolutions before him now INCLUDE THE BASKETBALL, FOOTBALL, AND WRESTLING TEAMS, AND THE ACADEMIC BOWL. Councilman Barber made a motion to approve all the Resolutions, seconded by Councilman Huppert. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. Mayor Ballengee reminded Council that the April 17, 2012 Town Council meeting will be held at the Christiansburg Aquatic Center to recognize Christiansburg High School athletics and to present the Resolutions.

6. CLOSED MEETING

COUNCILMAN BARBER made a motion to enter into a Closed Meeting under Section 2.2-3711(A)(1), for the 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, seconded by Councilman Hall. The Closed Meeting is being held for discussion regarding the consideration of a Planning Commission applicant. Town Clerk Stipes polled Council on the motion as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

COUNCILMAN BARBER made a motion to enter into a Closed Meeting under Virginia Code Section 2.2-3711(A)(3), for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, seconded by Councilman Hall. The purpose of the meeting is to discuss the purchase of a right-of-way for a trail. Town Clerk Stipes polled Council on the motion as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

RECONVENE IN OPEN MEETING. Councilman Barber made a motion to reconvene in Open Meeting, seconded by Councilman Hall. Council voted on the motion as follows: Barber – Aye; Hall – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

CERTIFICATION. Councilman Stipes moved 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, seconded by Councilman Barber. Town Clerk Stipes polled Council on the motion as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

COUNCIL ACTION IN THE MATTERS – No Council action on the matters. (TOWN ATTORNEY GYNN clarified the motion coming out of Closed Meeting to include Council’s direction to Planning Director Randy Wingfield to prepare a letter for Mayor Ballengee’s signature addressing Planning Commission attendance concerns. Mayor Ballengee so noted the clarification.)

TOWN MANAGER REPORTS:

TOWN MANAGER HELMS reported that the Street Committee will meet on the parking concerns along Sullivan Street before the April 3, 2012 Town Council meeting.

COUNCILMAN SHOWALTER referenced a handout provided to Council by Draper Aden outlining storm water fees resulting from a briefing with Draper Aden approximately one year ago. According to Councilman Showalter, this fee, which would be a permanent tax, is on the list for possible consideration next year. Councilman Showalter recommended Town Council review this information to determine the best route for Christiansburg.

TOWN MANAGER HELMS reported that a budget packet will be provided to Council after the Finance Committee meeting on March 26, 2012 at 7:30 AM.

MAYOR BALLENGEE reported that the Town received an email from a citizen upset about an army workout at the Armory, near the College Street playground, Sunday morning. According to the email, bad language was used by the Sergeants and could be heard on the playground. Town Council noted that the playground is part of the Armory property and the Armory has priority over the property. Councilman Barber suggested a sign be placed notifying closing of playground when the playground is in use by the army. Councilman Showalter agreed and recommended Town Manager Helms notify the Armory of this recommendation. Councilman Stipes recommended including in the letter an expression of gratitude for allowing the Town continued use of the park property. Town Manager Helms will forward the email complaint, along with an informal communication from the Town relaying Council’s suggestion.

MAYOR BALLENGEE reminded Council of an informational meeting pertaining to resource recovery with Public Relations Officer Becky Wilburn set for 6:00 PM on April 17, 2012 at the Christiansburg Aquatic Center.

MAYOR BALLENGEE reminded Council of the budget work session scheduled for 6:00 PM on March 27, 2012. Councilman Hall asked that the meeting time be changed to 6:30 PM because the earlier time conflicted with an out-of-town meeting. Hearing no conflict from Council, Mayor Ballengee set the meeting time for 6:30 PM.

ADJOURNMENT:

There being no further business to bring before Council the meeting was adjourned at 10:07 P.M.

Michele M. Stipes, Clerk of Council

Richard G. Ballengee, Mayor