

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
MINUTES OF AUGUST 21, 2012 AT 7:30 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, VA, ON AUGUST 21, 2012 AT 7:30 P.M.

**COUNCIL MEMBERS PRESENT:** Mayor Richard G. Ballengee; Vice-Mayor James W. Vanhoozier; D. Michael Barber; R. Cord Hall; Steve Huppert; D. Henry Showalter; Bradford J. Stipes.

**ADMINISTRATION PRESENT:** Town Manager Barry Helms; Assistant Town Manager Randy Wingfield; Town Clerk Michele Stipes; Town Attorney Jim Guynn; Planning Director Nichole Hair; Director of Engineering and Public Works Wayne Nelson, Assistant to the Town Manager Adam Carpenetti, Finance Director/Treasurer Valerie Tweedie; Assistant Director of Engineering Todd Walters.

**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 Regular Meeting Minutes of August 7, 2012. There being none, 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. Street Committee recommendation on:
  - a. Request to vacate a prescriptive easement on the private portion of East Street. The Public Hearing was held on August 7, 2012. Councilman Stipes reported that the Street Committee met with Town staff to discuss this request. The Town's main interest is in accommodating emergency services vehicles. Councilman Stipes reported that it was determined that access to emergency vehicles is not compromised by closing the street as requested. Therefore, it was the Street Committee's recommendation that Town Council approve the request to vacate the Town's interest in the prescriptive easement/private portion of East Street as requested.
2. Pavement Management Program briefing by Mr. Wayne Nelson, Director of Engineering and Public Works, and engineering intern, James Bryce. Mr. Wayne Nelson, Director of Engineering and Public Works, spoke briefly about the initial concept of the Pavement Management Program proposed by the Virginia Tech Transportation Institute (VTTI). Mr. Nelson introduced Mr. James Bryce, a Ph.D. student with VTTI, who was selected to serve as the Pavement Management Intern and has been integral to the development and implementation of the program. Mr. Nelson then recognized Mr. Todd Walters, Assistant Director of Engineering, and Mr. Ricky Bourne, Superintendent of Public Works, for their efforts and involvements in development of the program. Mr. Walters reported that a pavement management study was done over the summer to collect information and determine the dynamics of the representative streets chosen for the program. He then explained the process used in obtaining the information, which will be used to prioritize street maintenance needs projected over time. Mr. Bryce explained the details of the program, the object of which is to provide a method that will allow the town to manage its street maintenance, and better manage the street maintenance funding into the future. One hundred and thirty-eight miles of primary, collector, residential, and industrial streets are currently maintained by the Town. Mr. Bryce spoke to the importance of a pavement management system in managing the local street networks and for responsible management of maintenance funding. He also explained the training materials and user handbooks that were published for the use of Christiansburg, noting that the program developed for the Town would be a model for other localities interested in implementing such a program. Mr. Bryce explained to Council the benefits to the Town in participating in a Pavement Management Program and reported what the Town can expect in pavement performance by implementing the program. Mr. Bryce explained the future steps for continuing with the program, and offered to answer any questions of Council. Councilman Stipes applauded the engineering staff on the efforts devoted to developing this program and asked if the program would provide informed advice on how to handle lane mile increases and funding decreases. Mr. Nelson replied that the program would be an invaluable tool used for responsible and sustained budgeting. As an example, Mr. Nelson reported that Engineering staff has implemented the Pavement Management Program to analyze the feasibility of assuming responsibility for a portion of North Franklin Street as requested by VDOT. The program will assist in determining the fiscal impact to the

Town if it approves the request. Mr. Nelson said that once the analysis is complete, he will meet with VDOT to discuss the request. Council thanked Mr. Nelson and staff for the presentation.

3. Citizen Comments. There were no comments by citizens.

#### DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. Town Council action on:
  - a. Request to vacate the Town's interest in the prescriptive easement on the private portion of East Street. Councilman Stipes made a motion to vacate the prescriptive easement as requested, seconded by Councilman Vanhoozier. Assistant Town Manager Wingfield provided clarification of the private portion of East Street as requested by Councilman Barber. Town Clerk Stipes polled Council as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
2. Proposed Commercial Alarm Registration and False Alarm Ordinance update. This is a carryover item from August 7, 2012. Mayor Ballengee reported that the ad hoc committee, appointed at the last Council meeting, will meet on August 29, 2012, at 7:30 a.m. to discuss the proposed Commercial Alarm Registration and False Alarm Ordinance. Information regarding that meeting will be provided to Council as soon as it is available.
3. Proposed Traffic Calming Program. This is a carryover item from August 7, 2012. Town Attorney Guynn reported that his office has reviewed the document, has made modifications as recommended by Council, and approves the final draft, a copy of which has been provided in the Council agenda packet. Councilman Vanhoozier made a motion to adopt the ordinance as approved by Attorney Guynn, seconded by Councilman Showalter. Town Clerk Stipes polled Council on the motion as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
4. Easement for American Electric Power on Quin W. Stuart Boulevard. Town Manager Helms reported that the easement would be for a new pump station, and would also be used for the new emergency services building. The easement runs along property line. Councilman Vanhoozier made a motion to approve the easement request, seconded by Councilman Barber. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
5. Depot Street Park update by Councilman Huppert. Councilman Huppert reported that he, John Neel of Gay and Neel, P.C., Dennis Nagel, Director of Engineering and Public Works Wayne Nelson, and Director of Parks and Recreation Brad Epperley met at the Depot Street Park to begin a planning session to improve the park and playground by adding a competition sized soccer field, placing a walking trail around the perimeter of the park, and upgrading the playground equipment. Councilman Huppert said the group anticipates breaking ground in October with a nine month completion date. There has been some delay in making improvements to the park because of the need for an easement from Kroger. Councilman Huppert reported that Kroger is in agreement to providing the necessary easement and partnering in improving the park. Mr. Neel reported that he is in the process of establishing a cost estimate. The current budget for recreation planning is twenty-five thousand dollars, and the soccer association has pledged to donate five thousand dollars towards the project. Councilman Barber asked that Council be provided the total projected cost estimate once it is established. Councilman Huppert reported that the loop trail and soccer field are the only projects being planned at this time. Councilman Huppert said he hopes the Board of Rosa L. Peters Park will be encouraged to partner with the Town in establishing the recreation area along Depot Street. Councilman Barber, who serves on the Rosa L. Peters Park Board, reported that the Board hasn't discussed the Town's offering of partnership since the initial discussions, but that it has expressed concerns that the security of the Rosa L. Peters Park may be compromised by the development of a walking trail at the Depot Street Park. Councilman Barber said he would bring this matter to the Board for further discussion at its next meeting. Councilman Showalter said the initial offer was left open and a definitive answer from the Board would help with development planning.
6. Councilmen Stipes and Vanhoozier – Street Committee report/recommendation on:
  - a. Plat Showing Boundary Line Adjustment for Heather B. Gearheart Self, R. Jeremiah Gearheart & Stephen Perkins; creating 3 lots; located at the corner of Chinquapin Trail, S.E. and Imperial Street, S.E. Councilman Stipes explained this simple request that would create three lots and tidy up the property lines. One of the lots is slightly larger to accommodate a structure currently on the lot. The plat conforms with the Subdivision ordinance and Councilman Stipes made a motion to approve the request, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
7. Closed Meeting:
  - a. Request for a Closed Meeting under Virginia Code Section 2.2-3711(A)(4), for the protection of the privacy of an

individual in a personal matter not related to public business. The purpose of which is to discuss a leave of absence request by an employee. Councilman Vanhoozier made a motion to enter into a Closed Meeting, seconded by Councilman Hall. Town Clerk Stipes polled Council as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

- b. RECONVENE IN OPEN MEETING. Councilman Hall made a motion to reconvene in Open Meeting, seconded by Councilman Stipes. Council voted on the motion as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
- c. CERTIFICATION. Councilman Vanhoozier 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.
- d. COUNCIL ACTION IN THE MATTERS – Councilman Vanhoozier made a motion to grant Town Manager Helms the authority to extend the leave of absence up to thirty days as discussed during the Closed Meeting. Councilman Huppert seconded the motion and Town Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

**TOWN MANAGER REPORTS:**

TOWN MANAGER HELMS provided each Council member with an invitation to 2012 Virginia Rural Summit and asked that Council let him if there is any interest in attending.

COUNCILMAN SHOWALTER asked for an update on the CUP website posting. Assistant Town Manager Wingfield reported that the project should be completed by the end of this month. He also reported that the advertisement for the Board of Zoning Appeals vacancy has been posted, but he has not seen any submitted applications as of this date.

**ADJOURN:**

There being no further business to bring before Council, the meeting was adjourned at 9:00 PM.

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Michele M. Stipes, Clerk of Council

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Richard G. Ballengee, Mayor