

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
MINUTES OF JUNE 4, 2013 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 JUNE 4, 2013 AT 7:30 P.M.

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

ADMINISTRATION PRESENT: Town Manager Barry Helms; Town Clerk Michele Stipes; Town Attorney Theresa Fontana; Assistant to the Town Manager Adam Carpenetti; Planning Director Nichole Hair; Finance Director/Treasurer Val Tweedie; Police Chief Mark Sisson; Aquatic Center Director Terry Caldwell; Director of Engineering and Special Projects Wayne Nelson, Assistant Director of Engineering Todd Walters, Public Works Director Ricky Bourne; Assistant Public Works Superintendent James Lancianese.

PLEDGE OF ALLEGIANCE

**PUBLIC HEARING**

1. The Town of Christiansburg Virginia as a recipient of block grant funding is required by the U.S. Department of Housing and Urban Development (HUD) to prepare and adopt a multi-year Consolidated Plan and Annual Action Plans that solicit citizen views on proposed Community Development Block Grant (CDBG) program activities contained in these documents. The plan outlines proposed activities for CDBG funding and specific activities for this program year beginning July 1, 2013. The 2013-2014 Annual Action Plan details the continuation of sidewalk and infrastructure projects in Census Tract 208, Block Group 2, commonly referred to as the Park District. The funds received this year will be used to repair and maintain sidewalks. There was no one to speak for or against this Public Hearing.

**REGULAR MEETING**

**I. CALL TO ORDER:**

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 May 21, 2013. Councilman Vanhoozier made a motion to approve the minutes as presented, seconded by Councilman Hall. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

**II. CITIZEN'S HEARING:**

**1. PLANNING COMMISSION'S RECOMMENDATION ON:**

- a. A Conditional Use Permit request by David L. Reno (agent for property owner Shan Carroll) for a towing service at 820 Park Street (tax parcels 498 – ((6)) – 1-3) in the I-2 General Industrial District. The Public Hearing was held on May 21, 2013. Town Manager Helms presented the Planning Commission's resolution recommending Town Council issue the Conditional Use Permit with twelve conditions. A copy of the CUP is attached herewith. The Planning Commission vote was 10 Ayes, 0 Nays, and 1 Absent.

2. MONTGOMERY-FLOYD REGIONAL LIBRARY – UPDATE BY MS. PAULA ALSTON. Ms. Paula Alston thanked Council for its annual support of the library, reporting that the Town's annual contributions assist the library in purchasing books and materials. Ms. Alston provided Council with a packet of information detailing the operations of the library over the past fiscal year, as well as recent changes and upgrades to the facility. Funding for a new roof and a new courier van for transport between the county libraries will be provided by Montgomery County. Ms. Alston invited Council to attend a free records management seminar at the library on August 14, 2013 and offered to answer questions of Council. Council thanked Ms. Alston for the report and complimented her on the variety of programs offered at the library and the helpful, friendly staff.

3. PROPOSED DRAFT POLICY FOR EMS REVENUE RECOVERY PROGRAM FOR AMBULANCE TRANSPORT. Council was provided a copy of the draft policy. Council tabled this matter until June 18, 2013 for further review.
4. REPORTS/UPDATES FROM THE ENGINEERING DEPARTMENT BY DIRECTOR OF ENGINEERING AND SPECIAL PROJECTS, WAYNE NELSON:
  - a. Chrisman Mill Railroad Crossing – cost estimate and data from traffic and speed studies. Mr. Wayne Nelson, Director of Engineering and Special Projects, provided Council with a draft project cost estimate for Chrisman Mill Road rail crossing improvements and reviewed the line items totaling \$234,576.00. Along with the estimate, Mr. Nelson provided an aerial view of the crossing indicating elevation, and details of a typical road cross sectional, explaining each to Council. The Engineering Department studied various improvement options and determined that the alignment indicated on the aerial view was most effective at addressing roadway alignment concerns. Mr. Nelson reviewed the items on the draft cost estimate that should meet federal guidelines for a whistle ban; however, if the railroad were to require a four arm gate, approximately \$100,000 would be added to the estimate. Mr. Nelson noted that the proposed improvements would require the Town to acquire right-of-way from privately owned property. Mr. Nelson offered to answer questions of Council. Council noted that while the Town would need to coordinate with Montgomery County on improvements, there are no mechanisms in place that would require shared costs. Councilman Showalter recommended placing this matter on Council’s master task list for annual review, while continuing to gather information and actively pursue as a five or ten year priority. Council noted that the New River Valley Planning District Commission may be able to assist in finding grant funding for this project and asked Planning Director Hair to meet with the commission to discuss. Mr. Todd Walters, Assistant Director of Engineering, said that one of the property owners along Chrisman Mill Road is interested in working with the Town regarding the right-of-way needed for improvements. Mr. Nelson thanked Mr. Todd Walters and Mr. Ricky Bourne, Public Works Director, for their assistance in gathering the information on this matter.
  - b. Pavement Management Program. Mr. Wayne Nelson, along with Mr. Walters and Assistant Public Works Superintendant James Lancianese, provided Council with information about a new pavement management program offered by Lanford Brothers that is being pursued by the Engineering Department. Mr. Nelson provided a handout to Council detailing the materials and processes used in the pavement program to repair, crack seal, and pave as deemed necessary for each street. Mr. Nelson also provided Council with a map detailing the street paving/improvement timeline. The material in the street rejuvenation process would have some initial cost savings, but the true cost savings would be realized overtime by extending the life of new and existing asphalt surfaces. Mr. Nelson then explained Lanford Brothers cold in-place pavement recycling process that results in superior paving. This is a new process with tremendous cost savings and several roads in town would receive this type of paving. A demonstration of the cold in-place pavement recycling process will be held at Christiansburg High School on Monday and many individuals from surrounding localities will be present to view the process. Council was invited to attend the demonstration. Councilman Stipes stated that VDOT has endorsed the cold in-place pavement recycling process, and he is familiar with Lanford Brothers and supports the Town partnering with the company in its pavement management program. Mr. Ricky Bourne offered to provide additional information on the pavement management program to anyone interested. Council thanked the Engineering and Public Works Departments for the report.
5. CITIZEN COMMENTS.
  - a. David Verde, a Christiansburg resident of ten months, expressed his concern with the apparent disregard for the speed limit in the downtown area. Mr. Verde frequently walks and bikes downtown and has noticed that speed limits aren’t strictly enforced in this area, which has resulted in a high risk environment for pedestrians and bicyclists. Christiansburg Police Officer Rob Studebaker took note of Mr. Verde’s concerns and offered to discuss this matter with his lieutenant. Town Manager Helms will also meet with Police Chief Sisson regarding this concern. Councilman Showalter commented that speeding is a concern in several areas of town and suggested exploring various options for slowing traffic. Councilman Stipes recommended a speed study with the use of the police department speed buggy for the concerns regarding Main Street.

### III. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS

#### 1. TOWN COUNCIL ACTION ON:

- a. A Conditional Use Permit request by David L. Reno (agent for property owner Shan Carroll) for a towing service at 820 Park Street (tax parcels 498 – ((6)) – 1-3) in the I-2 General Industrial District. The Public Hearing was held on May 21, 2013. Councilman Vanhoozier made a motion to approve the recommendation

of the Planning Commission to issue the Conditional Use Permit with twelve conditions, seconded by Councilman Barber. Council was polled on the motion as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

- b. Proposed tax increases for the FY 2013-2014 as follows: Real estate tax from \$0.1126 to \$0.13; Business Professional and Occupational License fee for retail business from \$0.15 per \$100 to \$0.175 per \$100; consumption utility tax for gas and electric consumption rate is unchanged but maximum is increased from \$2.00 to \$2.50 for both gas and electric. The Public Hearing was held May 21, 2013. Councilman Barber made a motion to approve the proposed tax increases for the FY 2013 – 2014 as presented in the Public Hearing, seconded by Councilman Vanhoozier. Council was polled on the motion as follows: Barber – Aye; Hall – Nay; Huppert – Aye; Showalter – Nay; Stipes – Aye; Vanhoozier – Aye. A 2/3 vote was required and met; the motion is approved and the tax increases adopted.
  - c. Proposed budget for Fiscal Year 2013-2014. The Public Hearing was held May 21, 2013. Councilman Barber made a motion to approve the proposed budget for Fiscal Year 2013 – 2014 as originally presented and dated May 9, 2013. Councilman Vanhoozier seconded the motion. Finance Director/Treasurer Val Tweedie updated Council on four construction projects that require rollover to the FY 2013-2014 budget. Council discussed the ten thousand dollar budget allocation to Christiansburg Institute (CI) and the additional funding requests by CI and decided to vote separately on the additional requests. Council was polled on the motion as follows: Barber – Aye; Hall – Nay; Huppert – Aye; Showalter – Nay; Stipes – Aye; Vanhoozier – Aye.
  - d. Request by Christiansburg Institute to remove an existing building at 50 Scattergood Drive, N.W. This matter has been discussed by Council several times. Town Manager Helms reported that a second estimate of eight thousand dollars for hazardous waste removal has been received by a West Virginia company and Council discussed ways to approach this cost. Councilman Huppert expressed his concern that the Town has contributed ten thousand dollars to CI annually for many years but has no indication of how the funding is being used. Several members of Council agreed and Councilman Vanhoozier commented that he could not continue to support the allocation of ten thousand dollars if it is only being used for administrative costs. With the additional property improvements provided by the Town, Council anticipates the CI property will benefit the community at-large. Councilman Showalter said he understands the concerns of Council, but that he has seen significant progress as a result of the changes in the leadership and in the goals of CI. Councilman Showalter agreed that the budget request process should be reviewed and updated in a manner that would offer information as to the intended use of the funding being requested. Councilman Hall made a motion to approve the eight thousand dollars for hazardous waste removal, in addition to the ten thousand dollar annual allocation for FY 2013 – 2014. Councilman Barber seconded the motion and Council voted as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
2. APPOINTMENT TO THE ARMORY CONTROL BOARD. Mayor Ballengee appointed Councilman Barber and Town Manager Helms to serve as representatives on the Armory Control Board.
  3. APPROVAL OF THE LEASES FOR THE WILSON PROPERTY. (1) Residential Lease: Councilman Vanhoozier made a motion to approve the residential lease, seconded by Councilman Barber. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. (2) Land Lease: Councilman Vanhoozier made a motion to approve the land lease, seconded by Councilman Hall. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
  4. RESOLUTION OF RECOGNITION OF THE TUXEDO PANDAS: TEAM 4924. Councilman Stipes presented a Resolution of Recognition of the Tuxedo Pandas: Team 4924, winners of the Inspire Award at the FIRST (For Inspiration and Recognition of Science and Technology) Tech Challenge Virginia State Championship, for Council consideration. Councilman Vanhoozier made a motion to approve the resolution with minor amendments as deemed necessary by Mayor Ballengee, seconded by Councilman Barber. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. Mayor Ballengee and Mayor Rordam of Blacksburg have written a joint letter of commendation to the group. The group will come before Council to receive the resolution and to present a robot demonstration at the June 18, 2013 Council meeting. A copy of the resolution is attached herewith.

5. MR. STIPES AND MR. VANHOOZIER – STREET COMMITTEE REPORT/RECOMMENDATION ON:
- a. Speed limit changes on Roanoke Street. Councilman Stipes presented visual graphics as he explained the recommendation of the Street Committee to reduce the speed limit along Roanoke Street between Falling Branch Road to slightly past the old Huckleberry Inn to 35 mph, progressing to 45 mph, then to 55 mph. The recommendation includes that the speed limit would reflect those changes driving into town, as well. The speed limit changes would take effect July 1, 2013, and ample public notice would be given regarding the changes. Moderately heavy traffic, access to residential neighborhoods, and a high number of accidents, were considerations in determining the recommendation. This matter was given to the Street Committee to study because of a number of complaints with speed and accidents along Roanoke Street. Police Chief Sisson supports the speed limit reduction as recommended. Councilman Showalter recommended reducing the speed limit along Route 114 for the same reasons given for Roanoke Street, but Town Manager Helms replied that he believes VDOT regulates the speed limit along that road and prohibits changes without VDOT approval. However, Town Manager Helms offered to review the Town's agreement with VDOT concerning this matter and report back to Council. Councilman Stipes made a motion to accept the Street Committee recommendations as presented, including a break-in period for enforcement, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier.
  - b. Speed limit changes on Chrisman Mill Road. Councilman Stipes reported that a speed study, substandard roadway curvature, and low volume of traffic were considerations in determining the appropriate speed limit along Chrisman Mill Road. The Street Committee determined that there is no reason or public benefit to increasing the speed limit and therefore recommends the speed limit remain unchanged. There was no action taken by Council on this matter.

IV. TOWN MANAGER'S REPORTS:

MONTHLY BILLS: On motion by Councilman Barber, seconded by Councilman Stipes, Council voted to approve the monthly bills to be paid on June 10, 2013, in the amount of \$3,835,142.15. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. Council discussed Town policy on the clean-up of meth labs and agreed that the policy needs to be updated to meet current issues faced by the Town. Council will discuss this matter during a future work session.

PROGRESS REPORTS AND ANNOUNCEMENTS:

- Town Manager Helms provided an update on the progress of the Huckleberry Trail.
- An update on VISION 2020 was given and Town Manager Helms recommended a Council retreat or work session next spring to review and further update.
- A request was received to prohibit the use of jake brakes on South Franklin Street. Mayor Ballengee turned this matter over to the Street Committee for review and recommendation.
- Councilman Barber reported that to comply with new legislation, it would be necessary to develop a policy for the use of soccer goals on fields owned by the Town. Councilman Barber recommended that Parks and Recreation Director Brad Epperley meet with the Town Attorneys and Town Manager Helms to create a policy that would provide guidelines for compliance with the new legislation.
- Mayor Ballengee set a work session of Council for June 18, 2013 at 6:00 P.M. for discussion of the Joinder Study, which will be an agenda item for the Council meeting to follow at 7:30 P.M. Councilman Showalter requested that members of the County be present to answer questions and provide information.
- Mayor Ballengee set a work session of Council for July 16, 2013 at 6:00 P.M. to discussion amendments to the *Town Code* regarding developments.
- Councilman Stipes noted that he continues to have difficulties in receiving the electronic agenda packets and asked that he be provided a hard copy no later than the Saturday before a Council meeting. Receiving the electronic agenda packet seems to be a general difficulty among Council.
- Council agreed to amend the *Town Code* to remove the requirement for hand delivery of agendas/minutes to Council members by the Police Department.

V. ADJOURNMENT:

There being no further business to bring before Council, the meeting was adjourned at 9:55 PM.

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Michele M. Stipes, Clerk of Council

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Richard G. Ballengee, Mayor