

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY Co., VA.  
WORK SESSION MINUTES OF AUGUST 6, 2013 – 5:30 P.M.  
REGULAR MEETING MINUTES OF AUGUST 20, 2013 AT 7:30 P.M.**

A WORK SESSION OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VA, ON AUGUST 20, 2013 AT 5:30 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; Assistant Town Manager Randy Wingfield; Director of Engineering and Special Projects Wayne Nelson; Fire Chief Billy Hanks, Assistant Director of Engineering Todd Walters, Building Official Jerry Heinline, Planning Director Nichole Hair, Director of Human Resources and Public Relations Becky Wilburn.

**WORK SESSION**

1. The work session was for the discussion of site plan review and construction processes.

~~Recess until 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 20, 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 Town Manager Randy Wingfield; Finance Director/Treasurer Val Tweedie; Aquatics Director Terry Caldwell; Planning Director Nichole Hair; Assistant Director of Engineering Todd Walters; Director of Public Works Ricky Bourne; Building Official Jerry Heinline.

**PLEDGE OF ALLEGIANCE**

**PUBLIC HEARING**

1. Council's intention to dispose of public property and acquire property through an exchange of Town of Christiansburg's property on Depot Street, N.W. (approximately 0.6 acre tax parcel 526 – ((A)) – 239) for a portion of the United States National Guard Armory property on College Street (an approximately 1.4 acre portion of tax parcel 526 – ((A)) – 240). Lieutenant Colonel Chris Atkins used an enlarged aerial photo to indicate the properties involved in the land swap request. Lt. Col. Atkins explained the armory's need for additional parking due to a significant increase in usage of the facility because of unit realignments across the state. With the swap, the Town would assume ownership of the property on which its playground equipment is located, and the armory would assume ownership of the property located between the armory and the fire department. This would provide approximately fifty additional parking spaces for the armory. The land swap would not affect the pathway to the library. If Council supports the land swap, the armory would submit a proposal to the Virginia Department of General Services for approval. The parking lot would not be fenced or used to house army vehicles.
2. Council's intention to adopt an ordinance amending Chapter 30 "Zoning" of the *Christiansburg Town Code* in regards to parking design requirements and in regards to the addition of Sec. 30-9 (i) "Exceptions relating to

conditional zoning and/or conditional use permits". Planning Director Nichole Hair explained the amendments that would clarify verbage, and provide for the option to use alternative pavement materials. The amendments would also allow for variation in required parking design. Town Attorney Fontana recommended striking the amendment that required the recommendation of the Planning Commission to Council.

## 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 August 6, 2013. 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.

### II. CITIZEN'S HEARING:

1. SHARON SCOTT AND CATHERINE SUTTON FROM THE MONTGOMERY COUNTY CHAMBER OF COMMERCE TO ADDRESS COUNCIL. Council was provided a packet of the information given to individuals interested in relocating to the area. Catherine Sutton thanked the Town for its continued support through membership in the Montgomery County Chamber of Commerce, and reported on the progresses being made within the chamber. October marks the ten year anniversary of the joint chamber, and she is pleased with the growth in membership and attendance at chamber events. The chamber is expanding its presence in advocacy and is focused on supporting the passenger rail system, and market place fairness. Sharon Scott addressed Council regarding the Montgomery County Chamber of Commerce Foundation, which recognizes citizens within the business community, and provides leadership training through its Leadership New River Valley Program. Ms. Scott invited Council to send a Town employee to experience the ten month program. Ms. Scott went on to explain the various community programs offered through the foundation, along with future events.
2. DOWNTOWN CHRISTIANSBURG, INC. TO ADDRESS COUNCIL REGARDING DOWNTOWN EVENTS. Members of Downtown Christiansburg, Inc. (DCI), David Franusich, David Verde, and Christine O'Connor, addressed Council regarding Downtown Christiansburg, Inc., a non-profit corporation, organized in 2012 with the mission to promote and progress downtown Christiansburg through free family and community events. The members work on a volunteer basis and, this year, have offered their summer series Get Down Downtown featuring a monthly "Movie in the Park" at the armory park. The group reported success with the Wine & Artisan event held at the Old Towne Mall, and are currently planning a food truck rodeo to be held on Main Street, September 27<sup>th</sup> from 5:00 P.M until 9:00 P.M. DCI thanked the Parks and Recreation Department for assisting with past events, and the National Guard Armory for allowing them to use the park location. Mr. Verde explained plans for the food truck rodeo and requested permission from Council to close Main Street from North Franklin Street to Hickok Street before, during, and after the event. The event has been marketed regionally. DCI has received sponsorships from Montgomery Tourism and several downtown businesses. Mr. Verde said that they have not received negative feedback from downtown merchants in response to past events and many of the businesses will be closed during the hours of the food truck rodeo. On behalf of the Kiwanis Club, Councilman Barber welcomed DCI to promote the food truck rodeo at the Wilderness Trail Festival. In addition to food sales at the food truck rodeo, beer and wine would be sold on the street. DCI has applied for the appropriate licenses and permits for alcohol sales, which are pending Council's approval of the street closure, and sales would be on a wrist band basis. Mayor Ballengee noted that if approved, the open sale and consumption of alcohol would be in the presence of three churches. Mr. Verde said that the event would not be like the tailgate parties held several years ago on Main Street and that the focus would be on food sales, not on alcohol sales. DCI has met with the Central Business Committee of Council in planning downtown events.
3. UPDATE ON AUTOMATED GARBAGE SERVICE IMPLEMENTATION BY RICKY BOURNE, DIRECTOR OF PUBLIC WORKS. Ricky Bourne, Director of Public Works, gave an informational presentation on the anticipated implementation of the automated garbage service. First, he introduced Stan Wilkinson, Interim General Services Superintendant, who was instrumental in implementing the recycling program at Radford University, and who has assisted the Public Works Department in planning the implementation of the new garbage service. Mr. Bourne also thanked Justin Shepherd, and Assistant Superintendent of Public Works Jim Lancianese, for writing the specs for the new garbage trucks. With the new service, each garbage customer will receive a new trash can with instructions on where and how to place it along the street. Current garbage pickup makes four hundred and fifty

stops per day, and once implemented, the new garbage trucks will be capable of doubling current productivity. Mr. Bourne showed Council two of the trash cans that would be used in the new service, the largest being ninety-six gallons and one sixty-four gallons. The large sizes of the trash cans have created concern within community as some may not have the ability to move, or place to store, cans of those sizes. Mr. Bourne has scheduled public information meetings that would provide opportunity to address community concerns and also get individuals familiar with the trash cans. Councilman Barber said he believes that the ability to move the trash can is a concern of more residents than expected, and that many of the Town's garbage customers don't generate more than a bag or two of trash each week. Mr. Bourne said he has received a lot of feedback along these lines and he is committed to addressing each concern and providing as many options for customers as possible. Special request forms would be available for those with handicap concerns. Several localities that utilize this type of service, including Roanoke, are models used by the Town in addressing the concerns that have been voiced. The Town is coordinating with the Solid Waste Authority on disposal of old trash cans. The new service will provide uniformity and will also address the problem of customers placing trash bags outside for pickup. Council expressed its appreciation for the public relations position taken to seek comments from citizens and to address concerns.

4. CITIZEN COMMENTS.

- a. Christina O'Conner, Christiansburg resident, spoke in support of mandatory garbage collection for all residents located on garbage pickup routes.
- b. Deveron Milne, Christiansburg resident, thanked Town Manager Helms for communicating with residents regarding the paving program, but stated disappointment with the paving results along Independence Boulevard and the lack of communication from the Town after the paving was completed. Town Manager Helms noted that the cold in-place paving was the method used along Independence Boulevard.

III. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS

1. COUNCIL ACTION ON:

- a. Proposed Christiansburg 2013 Comprehensive Plan. The Public Hearing was held August 6, 2013. Councilman Vanhoozier made a motion to schedule a work session to discuss the comprehensive plan, seconded by Councilman Hall. Council requested that a representative of the Planning Commission attend the work session to provide clarification and answer questions of Council. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. Councilman Barber suggested that Council submit specific items it would like discussed during the work session, and Councilman Vanhoozier recommended using the review at the end of each section as a guideline. The work session was scheduled for September 4, 2013 at 6:00 P.M.
2. APPOINTMENT/REAPPOINTMENT OF MONTGOMERY COUNTY TOURISM DEVELOPMENT COMMISSION REPRESENTATIVE. The current representative is Councilman Showalter. Councilman Barber made a motion to reappoint Councilman Showalter as Council representative to the Montgomery County Tourism Development Commission, seconded by Councilman Hall. Council voted as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
3. MONTGOMERY COUNTY PUBLIC SERVICE AUTHORITY REQUEST TO BECOME A DEPARTMENT OF MONTGOMERY COUNTY. As requested, Council was provided a copy of the pros and cons related to the PSA's request. It was noted that the PSA's vote to make the request was four ayes to two nays, with one member absent. Council discussed the affect dissolving the PSA as an independent authority would have on its ability to obtain grant funding, possibly reducing a funding stream. Town Manager Helms commented that if the PSA is established as an enterprise fund, it would be eligible for limited funding. Councilman Hall questioned the effect the action could have on Montgomery County's bond rating, and questioned the plans for the current debt of the PSA. Councilman Hall stating that these questions needed to be addressed before moving forward. Councilman Stipes stated that the accountability of the PSA would be more direct if it becomes a department of the county, which would be beneficial to the entities involved. Town Manager Helms agreed to take Council's concerns regarding funding eligibility, bond rating, and the current debt of the PSA, to the county for response.
4. RECOMMENDATION ON BIKEWAY/WALKWAY COMMITTEE. Council agreed to accept the recommendation (see attached), and selected Councilman Stipes to serve as Council representative on the committee.

5. RESOLUTION DECLARING COUNCIL'S INTENT TO REIMBURSE ITSELF FROM THE PROCEEDS OF ONE OR MORE TAX-EXEMPT FINANCINGS FOR CERTAIN EXPENDITURES MADE AND/OR TO BE MADE IN CONNECTION WITH THE ACQUISITION, CONSTRUCTION, AND EQUIPPING OF CERTAIN CAPITAL IMPROVEMENT PROJECTS. Councilman Vanhoozier made a motion to adopt the resolution, seconded by Councilman Stipes. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
6. DISCUSSION AND ACTION ON THE LAND SWAP AT THE NATIONAL GUARD ARMORY (PUBLIC HEARING ITEM #1). Councilman Hall made a motion to approve the swapping of 0.6 acres for 1.4 acres of land with the National Guard Armory, pending approval by the state. Councilman Stipes seconded the motion. While the armory would be required to comply with the Town's parking ordinance, Councilman Showalter suggested encouraging the armory to consider nontraditional paving to retain some green space for aesthetic purposes, with the Town offering its assistance. Council was polled on the motion as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
7. ACTION ON A RESOLUTION IN SUPPORT OF PASSENGER RAIL SERVICE EXTENSION TO THE NEW RIVER VALLEY. Councilman Barber made a motion to adopt the resolution, seconded by Councilman Vanhoozier. Council was polled on the motion as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye. It is unclear at this time if the rail service would affect the whistle ban at the Cambria crossing.
8. DOWNTOWN CHRISTIANSBURG, INC. STREET CLOSURE REQUEST. Mayor Ballengee asked if DCI was aware of the downtown merchant's response to the requested street closure. Mr. Franusich replied that most businesses would be closed by 5:00 P.M. on Friday, and they would accommodate the needs of any business still open. Mr. Franusich said the group has only received support from the downtown merchants and would immediately address any concerns. Due to the short timeframe, DCI would appreciate action by Council tonight on the street closure request. Councilman Huppert and Councilman Showalter expressed the need to support individuals or groups interested in organizing downtown events, noting that the planned events are not parties, but are festivals and family events. The Central Business District Committee met with DCI in organizing the downtown events, including the food truck rodeo. Mayor Ballengee said he is interested in comments from downtown merchants regarding the events. Councilman Stipes voiced his support for the initiative, but can't support the street closure request because of concerns with the sale and consumption of alcohol on Town property. Councilman Vanhoozier voiced similar concerns, adding that he can't support the sale and consumption of alcohol at public family events. Councilman Hall said he recognizes the differences between past downtown "parties" and the events organized by DCI, but he is hesitant to support the request because alcohol will be sold and consumed in the street. Mr. Franusich noted that grant funding would provide for police presence during the event. Councilman Barber commented that if Council doesn't support the request it is defeating the ability to promote growth in the downtown area, thus defeating the purpose of the Central Business District Committee. Councilman Barber made a motion to approve the request to hold the Food Truck Rodeo on Main Street on September 27, and to close Main Street from North Franklin Street to Hickok Street for the event which is scheduled from 5:00 to 9:00 pm. The motion was seconded by Councilman Showalter. Mr. Verde offered to rope off an area for alcohol consumption on private property instead of on the street, if that would be more acceptable to Council. Council was polled on the motion as follows: Barber – Aye; Hall – Nay; Huppert – Aye; Showalter – Aye; Stipes – Nay; Vanhoozier – Nay. Noting a tie, Mayor Ballengee, with reservations, but considering the desires of the community, voted aye on the motion to approve the request.

#### IV. TOWN MANAGER'S REPORTS:

1. PUBLIC HEARING REQUEST: Town Manager Helms presented the following requests and recommended setting the Public Hearings as indicated:

September 3, 2013:

1. 2012 Consolidated Annual Performance and Evaluation Report (CAPER).

On motion by Councilman Barber, seconded by Councilman Stipes, Council voted to set the Public Hearing for September 3, 2013. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

September 17, 2013:

1. Easement vacation request, 355 Windsor Drive.

On motion by Councilman Barber, seconded by Councilman Vanhoozier, Council voted to set the Public Hearing for September 3, 2013. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

2. TAXI CAB LICENSE APPLICATION – Town Manager Helms submitted to Council a taxi cab license application for Clara East to drive for Christiansburg Cab Service, Inc. The Christiansburg Police Department has reviewed the application and recommends approval. Councilman Barber made a motion to approve the taxi cab license application for Clara East, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
3. THE CHRISTIANSBURG HIGH SCHOOL BAND BOOSTERS has submitted to the Town a request to place a fundraising sign in the downtown square. The sign, which would be placed for thirty days beginning in September, would announce a fundraiser to decorate individual properties for fall for a donation. Councilman Barber made a motion to approve the request, seconded by Councilman Showalter. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

4. PROGRESS REPORTS AND ANNOUNCEMENTS:

- Finance Director/Treasurer Val Tweedie has been invited to serve on the Virginia Municipal League Trust Fund Board of Directors as one of five members and has requested Council approval to accept the invitation. It was the consensus of Council to approve the request and allow Ms. Tweedie to serve in this capacity.
- The former Downtown Development Group had a balance of over two hundred dollars in its operating account at the time it dissolved. The group has donated the remaining funds to the Town for downtown enhancement. Mayor Ballengee and Council agreed to leave the enhancement choice to the discretion of the Town Manager.
- Town Manager Helms asked for Council direction in responding to a request by a citizen to donate a bench for placement in the downtown area in memory of a loved one. Council will consider the request and will discuss at a future meeting.
- Regarding the towing board request by Captain Altizer at the August 6, 2013 meeting, Council requested that Mayor Ballengee direct Captain Altizer to select candidates for appointment and provide a recommendation to Council.
- VDOT plans to close Route 114 at the railroad crossing for replacement of railroad guards, and will detour traffic onto Majestic Drive and Cambria Street. The road will be closed for twelve hours on a weekend day when Virginia Tech doesn't have a home game scheduled. The Town will begin advertising this closure to provide ample notification to citizens.
- The Building Inspections department has been working with a property owner on Roanoke Street since 2003 to obtain a Certificate of Occupancy. The property owner has been unsuccessful over the years in meeting CO requirements and was given until September 1, 2013 to comply. The property owner isn't going to meet the September deadline and the Building Inspections department recommends placing a lien on the property and demolishing the unfinished structure. Council was provided photographs of the property and agreed with the recommendation of the Building Inspections department.
- Councilman Vanhoozier reported that the Christiansburg Aquatic Advisory Committee reviewed the recent financial data for the aquatic center and determined that the reduction in attendance could be a result of facility closures in 2012. The committee recommended placing a survey in water bills seeking input from the community regarding hours of operation for the aquatic center. It was also recommended that signage be placed along Interstate 81 advertising the aquatic center as a destination place. Councilman Huppert commented on his disapproval of a recent article in the Roanoke Times about the aquatic center, which quoted portions of his comments regarding the cost of operations at the facility, but failed to include his comments complimenting the director, staff, and advisory committee. Councilman Showalter said he stands behind his comments in the article, stating that Council was going to need to take a serious look at the operations and funding if the facility is to be a success. He, too, complimented the director and staff on the management of the facility, noting that the newspaper article failed to report his compliments to the staff.
- Councilman Barber said he continues to receive complaints from citizens regarding speeding in neighbors even though Council has taken measures to address these complaints. He urged Council to consider taking stricter

measures, possibly more aggressive police involvement, speed bumps or humps, or more three-way stop signs. Mayor Ballengee turned this matter over to the Street Committee for more review and recommendations.

**V. ADJOURNMENT:**

There being no further business to bring before Council, the meeting was adjourned at 10:05 PM.

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Michele M. Stipes, Clerk of Council

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Richard G. Ballengee, Mayor