

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
JULY 12, 2016 – 7:00 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, VIRGINIA, ON JULY 12, 2016 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Henry Showalter; Samuel M. Bishop; Harry Collins; R. Cord Hall; Steve Huppert; Bradford J. Stipes. ABSENT: None.

ADMINISTRATION PRESENT: Town Manager Steve Biggs; Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Assistant to the Town Manager Adam Carpenetti; Treasurer/Finance Director Val Tweedie; Human Resource Director Dave Brahmstadt; Director of Engineering and Special Projects Wayne Nelson; Public Relations Director Melissa Powell; Aquatics Director Terry Caldwell; Farmers' Market Manager Sarah Belcher.

MOMENT OF REFLECTION

PLEDGE OF ALLEGIANCE

REGULAR MEETING

- I. CALL TO ORDER BY MAYOR BARBER. Mayor Barber stated there was a quorum of Council present .
- II. CONSENT AGENDA:
 1. Council meeting minutes of June 21, 2016 and June 28, 2016.

Councilman Hall made a motion to approve the Council meeting minutes of June 21, 2016 and June 28, 2016 as presented, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
- III. RECOGNITIONS:
 1. Mayor Barber introduced newly hired Human Resource Director Dave Brahmstadt. Mr. Brahmstadt, who formerly worked for the City of Martinsville, Virginia, said he was excited to be serving the Town of Christiansburg.
- IV. CITIZEN'S HEARING:
 1. Citizen Comments. There were no comments presented.
- V. STAFF REPORTS:
 1. Adam Carpenetti, Assistant to the Town Manager, to present on the IT Department. Using Powerpoint, Mr. Carpenetti updated Council on the operations and future plans of the IT Department, beginning with a review of its staff and the duties of each employee position. Mr. Carpenetti provided Council with a breakdown of the number of IT locations, applications, users, PC/servers/mobile devices, and network devices that included phones, printers, HVAC, WiFi, and water chemistry controllers, along with last year's numbers for comparison. Mr. Carpenetti then provided Council with a detailed overview of service requests by department and the amount of time spent responding to service requests. It was noted that the Police Department submitted a significantly higher number of requests than other Town departments, and Mr. Carpenetti explained

that the size of the department, the type of technology used, and the volume of technology, were factors in the number of requests submitted. He reported that the IT changes to the Police Department in response to the new 911 Call Center were mostly successful, with future plans to improve the citizen call box located at the Police Department. Mr. Carpenetti said he anticipated the number of service calls from the Police Department to decline, since dispatchers were now working out of the 911 Call Center. Mr. Carpenetti talked about the various types of service requests received by the IT Department, and explained the new technology and improvements to existing technology infrastructure designed to meet the needs of Town departments. He then reviewed the FY 16 projects completed and ongoing, noting that development of a Fiber Master Plan had been put on hold, since the New River Valley Regional Commission was planning to take the lead on that project. In closing, Mr. Carpenetti reviewed projects and upgrades planned for FY 17, and offered to answer questions of Council. Councilman Hall asked if Mr. Carpenetti had seen a benefit to the Town in utilizing Revenue Recovery Funds for upgrades/enhancements to EMS. Mr. Carpenetti responded that he had, noting that Revenue Recovery Funds were expected to cover approximately 50% of the costs to upgrade the microwave radio link; a project that would improve EMS communications. Council thanked Mr. Carpenetti for the update.

VI. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. Appointment of Wayne Nelson, Director of Engineering and Special Projects, to serve as Town Engineer. Town Manager Biggs explained that, historically in Christiansburg, the Town Manager had served as Town Engineer. However, Mr. Biggs said he recommended that Council appoint Director of Engineering, Wayne Nelson, who holds a Professional Engineer license (P.E.), to serve the Town as Town Engineer. Mr. Nelson has expressed a willingness to serve in that capacity. Councilman Hall made a motion to accept Town Manager Bigg's recommendation to appoint Wayne Nelson to serve as Town Engineer, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
2. Recommendation of reappointment of Tacy Newell to the Board of Zoning Appeals. Ms. Newell's term expires August 31, 2016. Councilman Showalter made a motion to table the recommendation until a time when Ms. Newell could be present, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
3. Reappointment of Lea Wall to the Montgomery Tourism Development Council as the Christiansburg hotel representative. Ms. Wall's term expires July 22, 2016. Lea Wall was present for the reappointment. Councilman Hall made a motion to reappointment Lea Wall to the Montgomery Tourism Development Council, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. Councilman Stipes briefly spoke to the importance of citizen representation on the various committees, commissions, and councils, and he invited Ms. Wall to feel free to share any thoughts or ideas she may have regarding the Town, through her service on the Montgomery Tourism Development Council.

Mayor Barber reported that he received an email from Tourism Director Lisa Bleakley regarding a vacancy on the Montgomery Tourism Development Council. The vacancy is for representation from the restaurant industry, and Ms. Bleakley recommended Council consider appointing Ashish Malothra, manager of Blackstone Grill. The position was recently filled by Marie March, who was unable to commit to a second term. Council agreed to consider appointing Mr. Malothra, as recommended by Ms. Bleakley, and Mayor Barber said he would contact Mr. Malothra on Council's behalf.

VIII. COUNCIL REPORTS:

- a. Councilman Huppert expressed his interest in establishing a curbside recycling program, noting that recycling locations in Town are heavily used by citizens. He recommended a study to determine if a curbside recycling program would be feasible for the Town. Mr. Huppert then commented that he would support Council going on record with state legislators regarding gun control in response to recent violent incidences across the nation.

- b. Councilman Showalter stated that curbside recycling has been in the forefront of Water, Sewer, Solid Waste Committee discussions for years, and is included in the Vision 2020. Mr. Showalter said there was support for curbside recycling, but costs to implement have created a delay in developing a program. A Water, Sewer, and Solid Waste Committee meeting has been scheduled for August 2, 2016.
- c. Councilman Stipes reported that the Bikeway, Walkway Committee met last Friday and continues to move forward with plans for implementing safety improvements on the Huckleberry Trail. Fundraising for the improvements has been scheduled to begin in August and run through the end of the year. Mr. Stipes welcomed Steve Velarde to the Council meeting, noting that Mr. Velarde was the pioneer of urban agriculture in Christiansburg, reiterating the importance of citizen involvement in Town operations.
- d. Councilman Hall noted a situation that occurred earlier in the day regarding a citizen's concern, and he expressed appreciation for Town Manager Bigg's responsiveness to the matter. Mr. Hall then echoed Councilman Showalter's comments regarding support for implementing a curbside recycling program, and announced that money had been included in the FY17 budget to begin studying the matter. Mr. Hall noted that newly hired Town Manager Biggs had knowledge and experience with implementing and operating a curbside recycling program. Mr. Hall then reported on the recent Top Gun World Series hosted by Christiansburg, and he commended the youth programs offered by the Parks and Recreation Department, including the outreach program Jill's Buddy Camp, along with the multiple aquatics programs offered to area youth through the Christiansburg Aquatic Center.
- e. Councilman Bishop reported on the rescue squad, noting that the squad had assisted with emergency operations during the recent tragedy in Giles County at the Cascades. The rescue squad also provided EMS coverage during the recent Top Gun World Series.
- f. Councilman Collins expressed his appreciation for the way Town Manager Biggs responded to a citizen concern earlier in the day. Mr. Collins then recommended Council consider appointing a student representative to Council from Christiansburg High School, as an educational opportunity and way to get students involved in local government.
- g. Mayor Barber echoed Councilman Hall's report on the recent Top Gun World Series, and thanked Marty Gordon for his personal involvement with the event, and for the media coverage. He also thanked Aquatics Director Terry Caldwell for partnering with the Parks and Recreation Department to host a successful event. Mayor Barber then reported on the July 4th event, and the summer swim camps being held at the aquatic center.

IX. TOWN MANAGER'S REPORTS:

1. PROGRESS REPORTS AND ANNOUNCEMENTS:

- Christiansburg received notification from the Commission for the Arts that it had been awarded a \$5,000 Local Government Challenge Grant. The grant will cover the FY17 budgeted contribution to Montgomery Museum and Lewis Miller Regional Art Center.
- Council had been notified of a citizen concern on Red Oak Drive, and Town Manager Biggs reported that he and staff had done a site visit and were working to resolve the situation.
- The sidewalk project at Downtown Square has been delayed because of found subsurface conditions. The conditions required numerous change orders, including a pending change order that could set the completion date back to September. Town Manager Biggs said he was working with the contractor to expedite completion of the project.
- The Town's contract with the Colonial Athletic Association was included in the agenda packet for informational purposes only. Council voted to approve the contract on June 28, 2016.
- A Water, Sewer, Solid Waste Committee meeting has been scheduled for August 2, 2016 at 5:30 P.M. The public was invited to attend.

X. ADJOURNMENT:

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:10 P.M.

Michele M. Stipes, Clerk of Council

D. Michael Barber, Mayor