



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, JUNE 7, 2016, 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Present: Mayor Bill Hollaway; Councilmember Deborah Dillard; Councilmember Eric Hencken; Councilmember Wayne Nickum.
Staff: Marilyn Barton, Town Treasurer; Amanda Christman, Town Clerk.
Absent: Vice Mayor Dwayne Nitz until 8:55 PM; Councilmember Jennifer Heilmann.

The Regular Meeting was called to order by Mayor Hollaway at 7:30 PM.

Order of Business:

1. Swearing-In Ceremony for Incoming Mayor and Council Members.
Fairfax County Deputy Clerk Gerarda Culipher swore in the Town Councilmembers for the two-year term beginning July 1, 2016:

- Mayor William R Hollaway
- Councilmember Deborah L.Dillard
- Councilmember Wayne H. Nickum
- Councilmember Darrell D. Poe
- Councilmember Regan P. McDonald
- Councilmember Jennifer Heilmann was duly sworn in on May 23, 2016.

Mayor Hollaway thanked outgoing Councilmembers Hencken and Nitz for their service on the Town Council.

2. Report of the Town Clerk:

- a. Review of the Minutes (previous regular meetings and any special meetings).
 - **Mayor Hollaway moved to approve the May 2016 Minutes as revised, seconded by Councilmember Nickum. The motion was approved by poll vote, 4-0. (Vice Mayor Nitz was absent).**

3. Report of the Treasurer.

See attached report.

- a. Presentation of Financial Statements.
- b. Statistical Report on BPOL Filings (No Names or Amounts).
 - **Councilmember Nickum moved to approve the Report of the Treasurer as presented, seconded by Mayor Hollaway. The motion was approved by poll vote, 4-0. (Vice Mayor Nitz was absent).**

- **Mayor Hollaway moved to approve a payment to the Town Attorney, Maureen Gilmore, in the amount of \$9,275.00 for services rendered from May 6, 2015 through April 27, 2016, seconded by Councilmember Nickum. The motion was approved by roll-call vote: Mayor Hollaway: Aye; Councilmember Nickum: Aye; Councilmember Dillard: Aye; Councilmember Hencken: Aye. (Vice Mayor Nitz was absent).**

The Council noted that the Town would be engaging the services of Nationwide Credit Corp (NCC) for assistance in collecting on delinquent vehicle registration fee accounts for the upcoming year. Imposing a \$125 late fee on the delinquent accounts was discussed and agreed upon, though it was decided that delinquent accounts from previous years will not be referred to NCC.

4. Reports of Planning Commission, Architectural Review Board, and Committees:

a. Planning Commission.

See attached report.

- **Councilmember Nickum moved to table the Planning Commission's recommendations on approving a preliminary Use Permit for 7203 Main Street, seconded by Councilmember Dillard. The motion was approved by poll vote, 4-0. (Vice Mayor Nitz was absent).**

b. Architectural Review Board.

No report.

c. Committees:

i. Streetscape Committee – Streetscape Status and Schedule.

Mayor Hollaway reported that the project is moving steadily toward a final construction design, and noted that VDOT will only agree to maintain sidewalks in locations where VDOT owns the property.

ii. Fertilizing and Maintenance of Plantings at the Triangle.

It was noted that the trees planted in the triangle look as though they need to be fertilized. The Parks committee budget can be used to maintain the triangle.

iii. Pink House – Maintenance and Parking.

Rodent, insect and other maintenance issues required the removal of large plants outside the building and the replacement with gravel. Additionally, the foundation was sealed and the parking stops were moved closer to the building to improve the parking situation. Efforts are underway to secure competitively-priced quotes for the replacement of ramp railings, and possibly for the front door of Del. Hugo's office.

iv. Clifton Gala – Donations

Mayor Hollaway reported that the Clifton Gala event is scheduled to take place on July 10, 2016, from 7-10 PM at Trummer's. Progress has been made in advertising and fundraising for the event. The Town Council will donate several items to the Gala, including a group of four "First In" tickets to the Haunted Trail set with a minimum bid of \$100; an opportunity to walk in the July parade worth \$500; and tickets to the Candlelight Homes Tour.

v. Candlelight Homes Tour – Committee Chair

Councilmember Dillard reported that she is meeting with an individual who is interested in chairing the committee and appears qualified to coordinate the project.

5. Communications.

a. Fairfax County Meals Tax.

The Fairfax County Board of Supervisors recently voted 8-2 to place a referendum on the November ballot which would impose a 4% meals tax, if passed. The Council noted that if the referendum passes, Clifton needs to consider the meals tax rate as well.

b. Shrub and Tree Trimming in Town.

Some of the shrubs and trees on residents' properties are encroaching onto pedestrian walkways and making it difficult for people to walk past. The Clerk will post a request to the Town's website asking residents to look at their plantings and trim as necessary to clear the sidewalks.

6. Citizen's Remarks.

None.

7. Unfinished Business.

a. Approve FYE0617 Town Budget.

- **Having duly advertised on April 29, 2016 and held a Public Hearing on May 4, 2016 on the FYE0617 Town Budget, Councilmember Nickum moved to adopt the advertised Budget with one change: to add an additional \$1,500.00 to the Trash Collection line item to reflect for the Art Guild trash collection agreement, seconded by Mayor Hollaway. The motion was approved by roll-call vote: Mayor Hollaway: Aye; Councilmember Nickum: Aye; Councilmember Dillard: Aye; Councilmember Hencken: Aye. (Vice Mayor Nitz was absent).**

b. Establish Annual Town of Clifton Service Award.

- **Vice Mayor Nitz moved to establish an annual, non-monetary Town of Clifton Service Award, called the "Wayne Nickum Annual Service Award," which will be awarded to nominated individuals and ultimately selected by the Council at the end of each fiscal year in the month of June, seconded by Mayor Hollaway. The motion was approved by poll vote, 5-0.**

c. Examine Storage Option for Town and CBA.

The Council noted they need more information with respect to the potential construction of an additional storage area to the Town barn, specifically: the cost of construction proposed to be allocated to the Town and the amount of storage that would be allocated to the Town. Mayor Hollaway will work with the CBA to help determine the specifics.

d. Revise Railroad Siding Parking Offset Policy.

- **Vice Mayor Nitz moved to suspend the railroad siding parking offset policy at the Norfolk Southern Railroad siding parking lot, effective immediately, in light of the current, overcrowded parking situation on Main Street, and that the offsets granted to Peterson's Ice Cream Depot are grandfathered, provided they are not to be used for an expansion of seats in the Use Permit, with the intent that if the policy is ever reinstated, it would not be used as credits for a business to expand, seconded by Councilmember Nickum. The motion was approved by poll vote, 5-0.**

e. Landscaping Plan for Children's Park Adjacent to Anton Property.

The development of a plan to plant some trees in the park is ongoing.

f. Children's Park Reservation Policy for Handling Large Group Activities.

The Council reiterated that no exclusive rentals of the Park will be occur, apart from what has already been agreed to, and there are to be no organized events in the Park without a Permit.

g. Town of Clifton Vanity License Plates.

- **Mayor Hollaway moved to authorize the Town to sell vanity plates of the same size as currently issued at a price of \$30.00, from existing stock to all residents and to allow a maximum of two per business owner, seconded by Councilmember Hencken. The motion was approved by poll vote, 5-0.**

8. New Business.

a. Caboose Renovation Project.

A discussion was held on what repairs need to be done on the caboose, and on the need to develop a vision to help recruit supporters for the renovation project, including the possibility of presenting the Restoration Project at the Clifton Gala.

b. Request for Town Trash Cans on Chapel Road near Clifton House.

The Council notes that the Town does not plan to maintain trash receptacles that are located on privately-owned property.

9. Adjournment.

- **Councilmember Hencken moved to adjourn the Meeting, seconded by Vice Mayor Nitz at 10:18 PM. The motion was approved by poll vote, 5-0.**