



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, JULY 5, 2016, 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Present: Mayor Bill Hollaway; Councilmember Deborah Dillard; Councilmember Jennifer Heilmann; Councilmember Regan McDonald; Councilmember Wayne Nickum; Councilmember Darrell Poe.
Staff: Marilyn Barton, Town Treasurer; Amanda Christman, Town Clerk.
Absent: Councilmember Dillard, from 9:35 PM.

The Regular Meeting was called to order by Mayor Hollaway at 7:35 PM.

Order of Business:

1. Report of the Town Clerk:
 - a. Review of the Minutes (previous regular meetings and any special meetings).
 - **Mayor Hollaway moved to approve the June 2016 Meeting Minutes as presented with the revisions provided, seconded by Councilmember McDonald. The motion was approved by poll vote, 5-0-1, (Councilmember Heilmann abstained).**
2. Report of the Treasurer.

See attached report.

 - a. Presentation of Financial Statements.
 - **Councilmember Nickum moved to invest \$300,000 from the Money Market savings account into one, two, or three 1-year CD accounts at Cardinal Bank or John Marshall Bank (whichever has the better rate) with a no-penalty clause, seconded by Mayor Hollaway. The motion was approved by roll-call vote: Hollaway: Aye; Heilmann: Aye; Dillard: Aye; McDonald: Aye; Nickum: Aye; Poe: Aye.**
 - b. Statistical Report on BPOL Filings (No Names or Amounts).
 - **Councilmember Nickum moved to approve the Treasurer's report as presented, seconded by Councilmember McDonald. The motion was approved by poll vote, 6-0.**
 - c. Signature Authorization for Town Accounts.
 - **Councilmember Nickum moved to approve the two signature authorization for Town accounts, with the three approved signatures being the same as last year (William Hollaway, Wayne Nickum and Marilyn Barton) for checks**

and transfers between accounts, seconded by Mayor Hollaway. The motion was approved by poll vote, 6-0.

d. NCC Agreement for Collection of Overdue Vehicle Registration Payments.

The specifics of the agreement were discussed. The Treasurer will gather more information and provide it to the Council for review.

e. Annual Town Financial Audit – Selecting the Auditing Firm.

The Town Treasurer recommends engaging the same auditing firm as last year (White, Withers, Masincup & Cannaday, P.C.) to perform the annual audit for Fiscal Year 2016 (ending June 30, 2017), with additional details to be provided at the next Meeting.

- **Councilmember Nickum moved to place this item on next month's Meeting Agenda, seconded by Councilmember Dillard. The motion was approved by poll vote, 6-0.**

f. Reimbursement of Expenses – Town Plantings.

- **Councilmember Nickum moved to approve a reimbursement to Laura McDonald in the amount of \$685.99, to cover the cost of the Town's flower plantings, seconded by Vice Mayor Heilmann. The motion was approved by roll-call vote: Hollaway: Aye; Heilmann: Aye; Dillard: Aye; Nickum: Aye; Poe: Aye; (Councilmember McDonald abstained).**

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

a. Planning Commission.

See attached report.

- **Councilmember Nickum moved to approve the recommendation of the Planning Commission to approve the Preliminary Use Permit application for a garage at 7203 Main Street, seconded by Mayor Hollaway. The motion was approved by poll vote, 6-0.**
- **Councilmember Nickum moved to approve the recommendation of the Planning Commission to approve the Use Permit application for Anthony Reid & Associates at 12644 Chapel Road, Suite 112, seconded by Councilmember Heilmann. The motion was approved by poll vote, 6-0.**
- **Councilmember Nickum moved to approve the recommendation of the Planning Commission to approve the Use Permit applications for Clifton WaterWorks, LLC and Agri-Chemical, LLC at 12644 Chapel Road, Suites 204, 206 and 208, with two parking spaces allocated to Agri-Chemical and one parking space allocated to Clifton WaterWorks, seconded by Councilmember McDonald. The motion was approved by poll vote, 6-0.**
- **Councilmember Nickum moved to approve the recommendation of the Planning Commission to approve the Use Permit application for the construction of a shed at 7157 Main Street, conditioned on the construction being approved by the ARB, seconded by Councilmember Dillard. The motion was approved by poll vote, 6-0.**

b. Architectural Review Board.

No report.

c. Committees:

i. Clifton Gala 2016 – July 10th at Trummer's on Main.

Tickets can be purchased at various locations. The Town has donated several items to the silent auction.

ii. FOX 5 DC News in Clifton – July 15th at Ayre Square.

A summary of the planned FOX 5 DC News live broadcast event was given.

iii. Appointment of Town Officials (Town Clerk, Town Treasurer, Zoning Clerk, Zoning Clerk).

- **Mayor Hollaway moved to approve Marilyn Barton as the Town Treasurer, Amanda Christman as the Town Clerk and Zoning Clerk, and Maureen Gilmore as the Town Attorney, to serve new terms through June 30, 2018, seconded by Councilmember Nickum. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to appoint Councilmember Jennifer Heilmann to be Vice Mayor for the term running through June 30, 2018, seconded by Councilmember Poe. The motion was approved by poll vote, 6-0.**

iv. Membership of Planning Commission and Architectural Review Board, plus Town Council Representatives on Each.

- **Councilmember Nickum moved to appoint the following members to the Planning Commission for the following terms: Kathy Kalinowski: January 4, 2021; Terry Winkowski: June 30, 2019; Patrick Pline: February 1, 2021; Vice Mayor Heilmann: June 30, 2018; with the other members not yet needing term renewals, seconded by Mayor Hollaway. The motion was approved, 6-0.**
- **Councilmember Poe moved to appoint Royce Jarrendt, Phyllis Lovett, Phoebe Peterson, Jeff Stein, Diane Dygve, and Councilmember Regan McDonald as the Town Council Representative for terms through June 30, 2018, seconded by Mayor Hollaway. The motion was approved by poll vote, 5-0. (Councilmember Dillard was absent).**

v. Review of Committee Memberships, and Appointments to Committees.

- **Councilmember Nickum moved to extend the Industrial Development Authority member terms of Steve Effros, Pete Mills and Wayne Nickum to March 4, 2021 and remove the Town Council Representative designation altogether, seconded by Mayor Hollaway. The motion was approved by poll vote, 5-0. (Councilmember Dillard was absent).**
- **Councilmember Nickum moved to approve the Committee list as revised, seconded by Councilmember McDonald. The motion was approved by poll vote, 5-0. (Councilmember Dillard was absent).**

vi. Pink House – Maintenance and Repairs.

Vice Mayor Heilmann reported on repairs that have been made in the past few months, with a total cost of \$1,770.00, and noted a few minor repairs that are outstanding.

- **Councilmember Nickum moved to approve the expenditures totaling \$1,770.00 for the timeframe of May – June 30, 2016, seconded by Councilmember McDonald. The motion was approved by roll-call vote: Hollaway: Aye; Heilmann: Aye; Dillard: Aye; McDonald: Aye; Nickum: Aye; Poe: Aye.**

4. Communications.

a. Proposed New Farm Brewery and Farm Winery in Clifton Area – Presentation on Potential Ramifications.

Robyn Witschey, member of the Clifton Coalition, presented on the current status of the ABC applications submitted by the owner of Paradise Springs Winery to be allowed to establish a new farm brewery and farm winery at that same location. She also highlighted the current negative impact the existing winery has had on the surrounding neighborhoods, and asked the Town Council to support the Coalition in communicating to the Board of Supervisors and to the ABC agency that it's "not the right business in the right spot."

- **Councilmember Dillard moved to have the Town Council approach the Fairfax County Board of Supervisors (BOS), as a whole body, to let them know that the ABC should not issue the two new licenses for Silent Road Winery and Silent Road Brewery due to the significant impacts that would occur on the Clifton community and residential neighborhoods, and that they are opposed to the expansion of business operations at that location, seconded by Councilmember Poe. The motion was approved by poll vote, 6-0.**
- **Mayor Hollaway moved to delegate Vice Mayor Heilmann and Councilmember McDonald to put together a written document that clearly states that the Town opposes the granting of the two new licenses and submitting to all the BOS offices as well as the ABC seconded by Councilmember McDonald. The motion was approved by poll vote, 6-0.**

5. Citizen's Remarks.

None.

6. Midway Break and Stretch.

7. Unfinished Business.

None.

8. New Business.

Councilmember Dillard has temporarily moved her residence from the Town of Clifton, against her will. Her intent is to move back to Town when it becomes possible. She is able to continue as a Councilmember, unless her intent changes, for which she would provide notice to the Council.

a. Request for Signage Near Railroad Tracks to Restrict Turns into Buckley Store Lot and Pedestrian Crossing of Main Street.

Traffic control may be needed at this location. Councilmember Poe will contact VDOT about available options and follow up with the resident who made the request.

b. Excess Trash in Children's Park.

Another trash receptacle will be placed in the park to accommodate excess trash.

c. Blocking of Pedestrian Sidewalks (Signs, Planters, Propane Lamps).

It's becoming increasingly more difficult to walk down the sidewalks on main street, particularly along Villagio and across the street. A notice will be placed on the website

and Facebook asking businesses to keep the sidewalk clear, and reiterating the goal of keeping Clifton a walkable community.

d. Proposed Revisions to Noise Ordinance.

The order of the proposed revisions has been changed for clarity, and at least one change still needs to be made. It will be circulated among the Town Council and added to the Agenda for next month.

9. Adjournment.

- **Councilmember Poe moved to adjourn at 10:10 PM, seconded by Councilmember Nickum. The motion was approved by poll vote, 5-0. (Councilmember Dillard was absent).**