



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, JANUARY 3, 2017, 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Present: Mayor Bill Hollaway; Vice Mayor Jennifer Heilmann; Councilmember Regan McDonald; Councilmember Wayne Nickum; Councilmember Darrell Poe.
Staff: Marilyn Barton, Town Treasurer; Amanda Christman, Town Clerk.
Absent: Councilmember Deborah Dillard; Vice Mayor Heilmann from 7:39 – 7:42 PM; Councilmember Nickum from 7:56 – Adjournment.

The Public Hearing, Joint Public Hearing and Regular Meeting were called to order by Mayor Hollaway at 7:30 PM.

Public Hearings

1. Public Hearing Regarding Changes to Town Noise Ordinance.

Kathy Kalinowski commented that the Virginia Supreme Court has ruled that noise ordinances must not contain subjective standards of noise and noted that the Town's previous noise ordinance included several subjective standards that needed to be removed.

A resident asked about the maximum proposed fine of \$300, and could one "just write a check" in advance of having a loud party whenever they wanted? The Council responded that multiple violations could occur during one event and several citations could be issued. Steve Effros added that the ordinance change also permits other actions such as litigation and "Cease and Desist letters."

- **Councilmember Nickum moved to close the Public Hearing, seconded by Councilmember Poe. The motion was approved by poll vote, 5-0.**

2. Joint Public Hearing with Planning Commission on Architectural Review Board Fee Schedules and Administration and Regulation of Mobile Temporary Structures.

No public comment.

- **Councilmember Nickum moved to close the Joint Public Hearing, seconded by Vice Mayor Heilmann. The motion was approved by poll vote, 5-0.**

Regular Meeting:

1. Report of the Town Clerk:

a. Review of the Minutes (previous regular meetings and any special meetings).

- **Councilmember Nickum moved to approve the December 2016 Minutes as presented, seconded by Mayor Hollaway. The motion was approved by poll vote, 4-0 (Vice Mayor Heilmann was absent).**

2. Report of the Treasurer.

a. Presentation of Financial Statements.

The Council asked the Treasurer and Clerk to prepare and submit a report detailing how well the County collection of Vehicle Registration Fees has worked for the Town. The report will be forthcoming.

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, 5-0.**

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

a. Planning Commission.

No report.

At the close of the Joint Public Hearing, the Planning Commission voted to recommend that the Town Council approve the proposed changes to §9-23f "ARB Fees and Applications" and the inclusion of §9-17a "Mobile Temporary Structures" to the Town Code.

- **Councilmember Nickum moved to approve the recommendations of the Planning Commission for the changes to §9-23f and the inclusion of §9-17a to the Town Code, seconded by Councilmember Poe. The motion was approved, 5-0.**

b. Architectural Review Board.

No report.

c. Committees:

i. Streetscape Committee: Review of Streetscape Project and Consideration and Approval of Streetscape Design Contract with J2 Engineers (Phase 2A of Main Street Streetscape).

The Council and residents went through the details in the proposed contract, identifying items that didn't make sense and highlighting items that needed to be changed.

- **Mayor Hollaway moved to approve the contract subject to the following revisions discussed in the meeting: 1) clarify the scope of work on Rights of Way; 2) clarify that item 650, paragraph 2 on subsurface investigation is included within the scope of the contract; 3) clean up the language on optional tasks to make it clear that those tasks are at the option of the Town; 4) the specific contract revisions including striking the four sentences identified and subject to review and approval by VDOT, and authorize the mayor to sign on behalf of the Town, seconded by Councilmember Poe. The motion was approved by roll call: McDonald: Aye; Heilmann: Aye; Hollaway: Aye; Poe: Aye.**

ii. Communications Committee – Update and Recommendations.

Councilmember Poe reported to the Council on the recent Communications Committee meeting. The recommendations included: that the Town obtain a .gov domain for security purposes; that the Town obtain a credit card in order to purchase the domain and pay for website hosting and back-ups; that the Town appoint Darrell Poe as the webmaster; and appoint Erich Russek-Robbins and Jay Davis to the Communications Committee; and obtain new cliftonva.gov email addresses for Councilmembers and staff through Google.

- **Councilmember Poe moved to appoint Erich Russek-Robbins and Jay Davis to the Communications Committee, seconded by Mayor Hollaway. The motion was approved by poll vote, 4-0. (Councilmember Nickum was absent).**

- **Mayor Hollaway moved that the Town submit a request to the General Services Administration (GSA) to establish cliftonva.gov as the Town's website domain, seconded by Councilmember Poe. The motion was approved by poll vote, 4-0 (Councilmember Nickum was absent).**
- **Mayor Hollaway moved to request the Communications Committee to develop a process for the Town Council and Town administration to get access to cliftonva.gov e-mail addresses, seconded by Councilmember McDonald. The motion was approved by poll vote, 4-0 (Councilmember Nickum was absent).**
- **Mayor Hollaway moved to authorize the Treasurer to establish a credit card account with Cardinal Bank, with a limit up to \$500, in Marilyn Barton's name as the Treasurer, to be used only on authorized bill payments, so that the .gov domain and other recurring services related to the Town can be obtained, seconded by Vice Mayor Heilmann. The motion was approved by roll call: McDonald: Aye; Heilmann: Aye; Hollaway: Aye; Poe: Aye.**

4. Communications.

None.

5. Citizen's Remarks.

None.

6. Unfinished Business.

a. Naming of Basketball Court for Jamie Netschert.

Councilmember Nickum updated the Council that the group has agreed to pay for the plaque and they will bring in the proposal (including the proposed placement) for the Town Council to review at a future meeting.

Councilmember Nickum asked that the Council put on next month's Agenda the qualifications to hold elected office for Councilmembers with respect to residency and the possibility of consulting with the Town Attorney.

b. Town Banner Replacement and Design.

Vice Mayor Heilmann will revisit the caboose design for potential new banners. Once the design is settled, they can be ordered and posted.

c. Proposed Noise Ordinance – Change to the Town Code following Public Hearing.

- **Mayor Hollaway moved to adopt the Town Noise Ordinance as proposed and advertised, seconded by Councilmember Poe. The motion was approved by poll vote, 4-0 (Councilmember Nickum was absent).**

7. New Business.

a. FCPS Search for New Superintendent.

Mayor Hollaway reported that the Council has been invited to a meeting on January 12 with the search committee regarding the new Superintendent. Mayor Hollaway plans to attend and plans to raise the issue of the status of Clifton Elementary School. Input from the public will be requested via the Town's Facebook page in advance of the meeting.

8. Adjournment.

Adopted as revised by the Town Council on February 7, 2017

- **Vice Mayor Heillman moved to adjourn, seconded by Councilmember Poe. The motion was approved by poll vote, 4-0 (Councilmember Nickum was absent).**

The Meeting was adjourned at 9:44 PM.