



**CLIFTON TOWN COUNCIL MEETING  
TUESDAY, AUGUST 6, 2013, 7:30 PM  
CLIFTON TOWN MEETING HALL  
12641 CHAPEL ROAD  
CLIFTON, VA 20124**

**Town Council Members present: Bill Hollaway, Chuck Rusnak, Dwayne Nitz, John Powell, and Wayne Nickum**

**Town Council Members absent: Deborah Dillard**

**Town Officials present: Treasurer Marilyn Barton, Clerk Kathleen Barton**

Order of Business:

- Review of the Minutes (last regular meeting and any subsequent special meetings).

**Motion:** Wayne Nickum made a motion to approve the Minutes for the July 2013 Meeting. Chuck Rusnak seconded the motion, Dwayne Nitz abstained, and the motion passed.

- Report of the Treasurer.

Treasurer Marilyn Barton presented the Treasurer's Report. She stated that there were two expenditures that needed Town Council approval: the maintenance of the Triangle and barrels for the last fiscal year under Ground's Maintenance.

**Motion:** Wayne Nickum made a motion to approve the Treasurer's Report. Chuck Rusnak seconded the motion and the motion was unanimously approved following a roll call vote:

Dwayne Nitz            AYE

Chuck Rusnak        AYE

John Powell           AYE

Wayne Nickum        AYE

Bill Hollaway        AYE

\*Deborah Dillard was not present

**Motion:** Wayne Nickum made a motion to authorize \$1600 for the well pump. Bill Hollaway seconded, and the motion was unanimously approved following a roll call vote:

Dwayne Nitz            AYE

Wayne Nickum        AYE  
John Powell         AYE  
Chuck Rusnak        AYE  
Bill Hollaway        AYE  
\*Deborah Dillard was not present.

Mrs. Barton stated that during the past month the Town presented the preliminary FY13 Year End Financial Report. Cash Balance as of June 30, 2013 was \$687,900. On the Preliminary Profit and Loss Summary Report, the Basketball Court expenses totaled \$19,031. The Cash Balance Report as of July 31, 2013 was \$697,902. Also, there will be a probable additional accrual of about \$700 which will be for FY14 for Community Hall manager. Mrs. Barton identified a formula that was missing in the Budget, so she updated this in the FY14 budget, and noted that it didn't change the numbers.

**Motion:** Wayne Nickum made a motion to approve the Treasurer's Report in its entirety. Chuck Rusnak seconded the motion and it was unanimously approved.

- Reports of Planning Commission, Architectural Review Board, and Committees:

- Planning Commission.

Kathy Kalinowski presented the Planning Commission Report as following:

1. The Planning Commission recommended approval of the request by Wetlands Solutions, Inc., on behalf of the Town of Clifton, the Northern Virginia Conservation Trust and the Clifton Betterment Association for an Exemption under the Town of Clifton's Chesapeake Bay Preservation Act Ordinance Section 11-14(c) for the construction of Phase I of a nature trail within the Clifton Floodplain Park as shown on the attached Trail Plan, with the condition that within 30 days of the completion of the trail, the Certificate of Compliance with Army Corps of Engineers Permit is completed and returned to the address set forth and a copy forwarded to the Planning Commission and the Town of Clifton.

2. The Planning Commission recommended approval of the use permit application of EIG Networking at Clifton Professional Offices located at 12642 Chapel Road, with hours of Sunday through Saturday from 6 AM to 6 PM, and the allocation of 1 parking space with the understanding that there will be no more than 1 employee on premises at any one time and no customer or client visits.

**Motion:** Wayne Nickum made a motion to approve the recommendation of the Planning Commission. John Powell seconded the motion and it was unanimously approved.

3. The Planning Commission recommended approval of the use permit application of Blacklin Associates LLC at Clifton Professional Offices located at 12642 Chapel Road with hours of Sunday through Saturday from 6 AM to 6 PM, and the allocation of 1

parking space with the understanding that there will be no more than 1 employee on the premises at any one time and no customer or client visits.

**Motion:** Wayne Nickum made a motion to approve the recommendation of the Planning Commission. Dwayne Nitz seconded the motion and it was unanimously approved.

4. The Planning Commission recommended approval of the use permit application of Antenna International at Clifton Professional Offices located at 12642 Chapel Road, with hours of Monday through Friday from 7 am to 7 pm, and the allocation of 1 parking space with the understanding that there will be no more than 1 employee on the premises at any one time and no customer or client visits.

**Motion:** Wayne Nickum made a motion to approve the recommendation of the Planning Commission. Chuck Rusnak seconded the motion and it was unanimously approved.

- Architectural Review Board.

Dwayne Nitz presented that there was no meeting held, however he did submit to the Town Council the final draft for the Signage Revision, and would like to discuss the schedule concerning a Joint Public Hearing. Kathy Kalinowski noted that September would be better for the Planning Commission rather than August. Wayne Nickum stated that the scheduling of a Joint Public Hearing should be placed on the September Town Council Meeting Agenda.

- Committees:

- Presentation on Results of Speed Survey;

Dwayne Nitz presented the results of the Speed Survey in Clifton. The results were posted on the website.

- Parking Committee – Membership and Scope.

**Motion:** Wayne Nickum made a motion to constitute a Parking Committee to address parking issues in the Town of Clifton, and that the committee be chaired by Tom Peterson, and the other members to be Marcus Silva, Pete Mills, Jennifer Heilmann, Steve Effros, Jim Fullerton, John Powell, and Kathy Kalinowski. Bill Hollaway seconded the motion and it was unanimously approved.

4. Communications.

There were no Communications.

5. Citizen's Remarks:

There were no Citizen's Remarks.

6. Unfinished Business.

- a. Civil War Trail Marker – Review and consider approval of sign content, access rights, and expenditure.

Chuck Rusnak presented an update on the Civil War Trail Marker. The verbiage is similar to the previous trail marker. There will also be pictures on the sign. As soon as the Fairfax County approves the sign and its placement, it will be built, and the commemoration will take place on the same date as the Candlelight Tour, December 17, 2013.

**Motion:** Wayne Nickum made a motion to approve the placement of the Civil War Trail Marker in Caboose Plaza to the right as located in the drawing with an expenditure of up to \$1500 with a matching contribution and to approve the language; lastly, it is to come out of the Other Miscellaneous budget category. Bill Hollaway seconded the motion, and the motion was unanimously approved after the following roll call vote:

Dwayne Nitz	AYE
John Powell	AYE
Wayne Nickum	AYE
Chuck Rusnak	AYE
Bill Hollaway	AYE

\*Deborah Dillard was not present.

- b. Clifton Creek Trail Project – Review and consider approval of construction of trail and related expenditures.

Rick Peterson presented on behalf of the Eagle Scout Project for Clifton Creek Trail. He acknowledged the Northern Virginia Conservation Trust and thanked Tom VanBlaricom for moving the project forward. Over the past months they have been attempting to do 4 major things, however before doing so they wanted to go through all the permitting processes to make sure that they had satisfied those environmental requirements necessary for project. 1. They need to make sure the environmental and code provisions are satisfied; 2. Have a final alignment of the pathway created; 3. They have been working to be as cost effective as possible, receiving in kind donations; Mr. VanBlaricom had the stone dust donated, the Conversation Trust has contacts that may donate construction services, etc. There wasn't an actual budget to present at the present meeting, however Mr. Peterson stated that he was certain that costs would fall at or under what was requested as a budget amount early in the year for \$20,000. The Conservation Trust briefly presented that the Trust is seeking connectivity and saving nearby nature. They have a lot of confidence in the plan. Bill Hollaway stated that the permit approvals and plan are completed, now they just need a budget, which Rick Peterson added that he would present at the next meeting.

- c. Eagle Scout Project for Clifton Creek Trail – Review and consider approval of proposal, construction, and related expenditures.

Bill Hollaway presented concerning the Eagle Scout Project for Clifton Creek Trail. The project is to build a wooden-walk way, brush-hog, and to pour incredible amounts of herbicides over the wetlands on the trails, in the floodplain; it was noted that the product to be used will be Rodeo, which is good for the environment.

**Motion:** Wayne Nickum made a motion to approve the project and to authorize an expenditure, provided proper receipts are presented, for up to \$1,000, and noting that the Boy Scouts are not acquiring the Rodeo. Dwayne Nitz seconded the motion, and it was unanimously approved following a roll call vote:

Dwayne Nitz	AYE
Wayne Nickum	AYE
Chuck Rusnak	AYE
John Powell	AYE
Bill Hollaway	AYE

\*Deborah Dillard was not present.

- d. Discussion of Formal Complaint Regarding Poe Property on School Street.  
Mr. Poe presented an e-mail from Officer Moore of Fairfax County to confirm that they were in compliance with the County's vehicle policies. It was added that the covers over the cars were secured so they don't get blown off by the wind. Also, all car tags are up to date, including state tags. The Town Council organized a committee consisting of Chuck Rusnak, Wayne Nickum, and Kathy Kalinowski to compare facts and requirements and see if there was a violation. There was an additional formal complaint letter from Mr. and Mrs. McNamara which will be taken into account alongside the Arnold's formal complaint. Even if there was no violation of the code, Mr. Nickum noted, as a neighbor to neighbor comment, that it would be helpful if the Poe's would fix up their front porch; in a small town it is important to consider the neighbors.
- e. Cable Franchise Agreement – Placement of Verizon Drop.  
Steve Effros presented that he talked with the franchise, and they would like to have the Verizon Drop put at the Mason's Lodge so it can be used at the meetings and used in the museum they are creating. The connection will be Broadband – internet and Wi-Fi. Supply for the Drop will be free to the Mason's Lodge.
- Motion:** Wayne Nickum made a motion to authorize the committee to proceed with the placement of the Verizon Drop for the Mason's Lodge. Bill Hollaway seconded the motion and it was unanimously approved.
- f. Status of Sign at Main Street and Chapel Road for Shops on Chapel Road.  
It was presented that one sign for Main Street and Chapel Road for shops on Chapel Road was ordered and on its way. The cost was \$130.
- g. Consider purchase of projector and screen for Community Hall.

The Town Council tabled this discussion to the following meeting.

- h. Advance Coordination of Event Planning.

The Town Council tabled this discussion to the following meeting.

- i. Potential Acquisition of Railroad Box Car for Town.

John Powell stated that he had met with Fred Ansick, who found the perfect Box Car out in Colorado. It had a lit interior and was already like a storage unit. The problem, Mr. Powell continued, was getting it Norfolk Southern Traffic to Clifton, as they wouldn't waive the fees. Through discussion, it was determined that the Boxcar would not be donated by Norfolk Southern, and the cost of the Boxcar would be between \$10,000 and \$15,000, not to mention placement and other additional costs. Mr. Powell added that \$25,000 to \$30,000 for storage isn't logical. He was presently looking for half boxcars and other alternatives in addition to the barn, partnering with the CBA.

8. New Business.

There was no New Business.

9. Executive Session – Discussion of Formal Complaint Regarding Poe Property on School Street.

**Motion:** Wayne Nickum made a motion to go into Executive Session to discuss the formal complaint regarding the Poe Property on School Street. Bill Hollaway seconded the motion and it was unanimously approved.

RESOLUTION TO ENTER CLOSED SESSION  
TOWN OF CLIFTON  
CLOSED SESSION

Pursuant to Virginia Code Section 2.2-3711, the Town of Clifton enters Closed Session for the following reasons:

- The Town Council met in executive session to discuss the formal complaint regarding the Poe Property on School Street.

**Motion:** Wayne Nickum moved to close the executive session. Bill Hollaway seconded the motion and it was unanimously approved.

10. Adjournment.

**Motion:** Wayne Nickum made a motion to adjourn. Bill Hollaway seconded the motion and it was unanimously approved.