



CLIFTON TOWN COUNCIL MEETING MINUTES
TUESDAY, September 2, 2014 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

Town Council Present:	Mayor Bill Hollaway; Vice Mayor Dwayne Nitz; Jennifer Heilmann; Eric Hencken; Deborah Dillard; and, Wayne Nickum.	Absent: None
Town Officials Present:	Town Manager: Sandra Scales-Siwek	Absent: Treasurer: Marilyn Barton; Town Clerk: Kathleen Barton Volonsevich

Summary of Motions:

1. Prior Minutes.					
Approve Regular August 5, 2014 TC Minutes.	Motion:	Bill Hollaway	2nd:	Dwayne Nitz	Vote: Approved Abstain: Eric Hencken
2. Report of Treasurer.					
2.1. Financial Report Deferred.					
2.2. Discussion of Investment Plan – No Motions					
2.3. Statistical Reort on BPOL Filings. Combined Motion at 2.5.					
2.4. Statistical Report on Town License Tags. Combined Motion at 2.5.					
2.5. Approve Statistical Reports as presented	Motion:	Wayne Nickum	2nd:	Bill Hollaway	Vote: Approved Unanimous
3. Standing Commission/Committee Reports:					
3.1. Planning Commission (PC)					
3.1.1. Applications – one. Tabled	Motion:	Wayne Nickum	2nd:	Bill Hollaway	Approved Unanimous
3.1.2. Stormwater Management Ordinance – Authorization to return red-lined Memorandum of Understanding (MOU)					
	Motion:	Bill Hollaway	2nd:	Wayne Nickum	Approved Unanimous
3.1.3. Add to Agenda for October Town Council Meeting to authorize MOU, discuss Fairfax County Ordinance provisions and schedule required public hearing.					
	Motion:	Wayne Nickum	2nd:	Jennifer Heilmann	Approved Unanimous
3.2. Architecture Review Board (ARB) - 3 applications were considered. No Motions.					

3.3. Committees: Tabled 3.3.1 to 3.3.4	Motion: Wayne Nitz	2nd: Bill Hollaway	Vote: Approved Unanimous
<p>3.3.1. Parking Committee – Sidewalk Extension Easements - Tabled</p> <p>3.3.2. Special Projects – North Gateway Triangle Improvements - Tabled</p> <p>3.3.3. History Committee – Fund Copy of Sangster Station Plaques - Tabled</p> <p>3.3.4. Industrial Boar Authority – Membership - Tabled</p>			
Park Committee -- Boy Scout Eagle Projects -- move to New Busineses -- Eagle Scout Projects			
3.3.5. Wine Festival – No Motions.			
3.3.6. Park Committee / Beautification. Tabled.	Motion: Deborah Dillard	2nd: Dwayne Nitz	Vote: Approved Unanimous
4. Communications – No Motions			
5. Citizen’s Remarks – No Motions			
6. Unfinished Business			
6.1. Clifton Arts Council Initiative -- Expenses (\$250) & Town Meeting Hall Rental Fee Waiver	Motion: Wayne Nickum	2nd: Deborah Dillard	Vote: Approved Roll Call 5/6 Aye 1 Abstain
6.2. Pink House – No Motions			
6.3. Town Meeting Hall Power Usage – No Motions			
7. New Business			
7.1. Kidfest 2014 – Facility Use & Fee Waiver, Banner Approval.	Motion: Dwayne Nitz	2nd: Bill Hollaway	Vote: Approved Unanimous
7.2. Clifton Day 2014 – Facility Use & Fee Waiver, Banner Approval.	Motion: Deborah Dillard	2nd: Wayne Nickum	Vote: Approved Roll Call Unanimous
7.3. Historic Garden Weeks / Garden Club of Fairfax – No Motion	Motion: Wayne Nickum	2nd: Deborah Dillard	Vote:
7.4. Eagle Scout Projects			
7.4.1. Caboose Project —Approve \$3,000 Materials & Supplies	Motion: Wayne Nickum	2nd: Bill Hollaway	Vote: Approved Roll Call Unanimous
7.4.2. 8-Acre Park Stair & Walk –			
7.4.2.1. Add to Agenda	Motion: Wayne Nickum	2nd: Bill Hollaway	Vote: Approved Unanimous
7.4.2.2. Approve \$1,000 Materials	Motion: Wayne Nickum	2nd: Deborah Dillard	Vote: Approved Unanimous
7.5. Golf Cart Ordinance Report – Tabled.	Motion: Wayne Nickum	2nd: Eric Hencken	Vote: Approved Unanimous
8. Report of Town Manager – No motions			
9. Adjournment –	Motion: Wayne Nickum	2nd: Dwayne Nitz	Vote: Approved Unanimous

Town has been invited to “go under” the County Ordinance and a Memo of Understanding is being drafted.

Motion: return redline MOU to County, Bill Hollaway; 2nd Wayne Nitz. Vote: Approved -- unanimous.

3.1.2.2 Need Parallel Public Hearing on MOU – add to October TC Agenda to discuss authorizing Public Hearing to adopt MOU / Ordinance.

Motion: Add to October Agenda, Wayne Nickum; 2nd Jennifer Heilmann. Vote: Approved – unanimous.

3.1.2.3 Note: There are provisions in the Stormwater / CBLAD Ordinance related to Occupancy Certificates and that issue will also need to be addressed as this evolves

3.2 ARB: Three applications.

3.2.1 Historical Sign

3.2.2 New Business Signage – Chapel Road (Hydrangea)

3.2.3 Add New Wood Fence on Residential Property – 12704 Chapel Road

3.3 Committees

Motion to table Committees 3.3.1 - 3.3.4, Wayne Nitz; 2nd Bill Hollaway. Vote: Approved – unanimous.

3.3.1 Parking Committee – Status, Securing Easements for Sidewalk Extension – Tabled

3.3.2 Special Projects Committee – North Gateway Triangle Improvement Update – Tabled

3.3.3 History Committee -- Request to Fund Plaques from Sangster’s Station Memorial – Tabled

3.3.4 Industrial Board Authority -- Membership – Tabled

3.3.5 Environmental Committee – Membership and 1st Meeting Report. Chair Laura Stevens McDonald; Council Rep Dwayne Nitz.

Motion: Add Erich Russek Robbins, Dwayne Nitz; 2nd Eric Hencken. Vote: Approved – unanimous.

Motion: Add Mike Heilmann, Jennifer Heilmann; 2nd Dwayne Nitz. Vote: Approved – unanimous.

3.3.5.1 Arranging for County Arborist to perform a tree survey to identify additions to the Historic Tree Registry.

3.3.6 Wine Festival 2014 Results / 2015 Date Request. The Wine Festival proceeds of \$31,284 will be remitted as a check to the Town. The 2015 date is proposed as June 20, 2015.

Motion: Conditional Approval pending confirmation of date by Parks Reservationist, Dwayne Nitz; 2nd Eric Hencken. Vote: Unanimous.

3.3.7 Park Committee / Beautification. Bill received for plantings in Triangle. More information required on the split of labor/materials. Deborah Dillard to gather information. Motion to Table, Deborah Dillard; 2nd Dwayne Nitz; Vote: Approved – unanimous.

4 Communications- Committee Report: Deborah Dillard, Town Council Rep.

4.1 Fire Department – New Captain recognizes a need for an emergency evacuation plan for the Town of Clifton – assigned to Communications Committee. At minimum, air raid siren in fire house could be used to notify residents and a central meeting place should be designated.

Citizen’s Remarks – Live Music at local restaurants continues to be a problem in violation of the Noise Ordinance and Use Permit specifications.

6. Unfinished Business

6.1 Clifton Arts Council Initiative – Theater Event. “Clifton’s Got Drama!” A performance series kicks off the season with a free event on September 20, 2014 in the Clifton Town Meeting Hall. Features two new plays by local playwrights from Northern Virginia, performed by local artists/stunt performers. Requests use of the Town Meeting Hall and \$250 for refreshments, printing flyers and playbills, plus advertising.

Motion: Approve \$250 and use of the Town Meeting Hall for the first performance of the “Clifton’s Got Drama!” series, Wayne Nickum; 2nd Deborah Dillard. Vote: Roll Call: 5/6 Aye, 1 Abstain.

Mayor Bill Holloway	Aye	Deborah Dillard	Aye
Vice Mayor Dwayne Nitz	Aye	Jennifer Heilmann	Aye
Wayne Nickum	Aye	Eric Hencken	Abstain

6.2 Pink House – Roof is rusting and needs to be painted. Asked Town Manager put the job out to bid. Dwayne Nitz will develop paint spec for type of product, paint and define the specs for the multi-step system required to perform job. Wayne Nickum will provide input, identify firms doing other local jobs and other technical expertise.

6.3 Town Meeting Hall Power Usage – Wayne Nickum distributed an updated chart showing Town Hall energy usage 2007-2014 trending upward. Motion detectors to be installed next week to help manage / match heat and AC loads to occupancy needs.

7. New Business

7.1 Kidfest 2014 – CBA presentation and request for waiver of fees, approve banner.

Motion: Approve September 13, 2014 use of Children’s Park and waive reservation fee. Also, approve banner to go up immediately and be removed within 7 days after event. By Dwayne Nitz; 2nd Bill Holloway. Vote: Approve – unanimous.

7.2 Clifton Day 2014 – CBA presentation and request for waiver of fees, approve banner.

Motion: Approve waiver of fees for use of Town facilities and approve banner, Deborah Dillard; 2nd Wayne Nickum. Vote: Roll Call – Unanimous.

Mayor Bill Holloway	Aye	Deborah Dillard	Aye
Vice Mayor Dwayne Nitz	Aye	Jennifer Heilmann	Aye
Wayne Nickum	Aye	Eric Hencken	Aye

7.3 Historic Garden Week -- The Garden Club of Fairfax hosts the Clifton Tour, Tuesday April 21, 2015.

The Garden Club of Virginia has chosen Clifton as a site for a 2015 annual House and Garden Tour. Clifton Presbyterian Church will be the Tour Information Center. Anticipated that 1,000 visitors will attend during the event 10:00 a.m. to 3:00 p.m., tickets \$30 presale, \$40 at the door. www.vagardenweek.org

7.3.1 Requests: List on the Historic Garden Week, and the House and Garden Tour of Fairfax on the Town Events Calendar and Website; Place a banner for two weeks prior to event; and, provide financial support in one of the following ways. 1) \$2,000 - place a full page ad in the tour guidebook. 2) \$400 - provide the banner. 3) \$1,500 - pay to print the brochure.

7.3.2 Responses: The rules restricting the eligibility to display a banner were outlined and a suggestion made the Garden Club of Fairfax partner with a local Town of Clifton organization to qualify, for example the Clifton Betterment Association (CBA). The events will be posted on the Clifton Town Web site and event calendar.

7.3.3 Also, noted there may be an opportunity for the Garden Club of Virginia to do a project in town -- the Webb Sanctuary (formerly an Audubon Sanctuary) has recently been transferred to the Regional Park Authority and is the site of a historic garden in need of care.

7.4 Eagle Scout Projects

7.4.1 Eagle Scout Caboose Project – Presentation by Eagle Scout Candidate Mathias Overas, Troop 17 Fire House. Goal is to complete the painting by Clifton Day 2014. Includes a photo survey to document before/after results. Candidate reviewed his project objectives, goals and budget request with the Council.

Motion: Approve \$3,000 for materials and supplies, Wayne Nickum; 2nd Bill Hollaway. Vote: Roll Call -- Unanimous.					
	Mayor Bill Hollaway	Aye		Deborah Dillard	Aye
	Vice Mayor Dwayne Nitz	Aye		Jennifer Heilmann	Aye
	Wayne Nickum	Aye		Eric Hencken	Aye
7.4.2 Eagle Scout Stair, Rail and Boardwalk Repair at 8 Acre Park Project – Presentation by Eagle Scout Candidate Connor Manuel, Troop 1104. Goal is complete this in time for the Haunted Trail event in October 2014. Candidate reviewed his project objectives, goals and budget request with the Council.					
Motion: Add topic to agenda, Wayne Nickum; 2nd Bill Hollaway. Vote: Approve, unanimous.					
Motion: Approve \$1,000 for materials, Wayne Nickum; 2nd Deborah Dillard. Vote: Approve, unanimous.					
7.5 Golf Cart Ordinance – Report. Request Town Manager generate a comparison redline version of the first and second draft.					
Motion: Table discussion to October 2014 Town Council Meeting when redline comparison version will be available. By Wayne Nickum; 2nd Eric Hencken.					
8. Report of Town Manager					
8.1 Town Compliance Audits – Status. – Focus has been on collecting past due car tag fees and reconciling records with Fairfax County.					
9. Adjournment	Motion:	Wayne Nickum	2nd:	Dwayne Nitz	Vote: Approved - Unanimous

Prepared by Sandra Scales-Siwiek, Town Manager