



CLIFTON TOWN COUNCIL MEETING MINUTES (Final 02/26/2015)
TUESDAY, October 7, 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-Siwiek, Town Treasurer: Marilyn Barton, Town Clerk: Kathleen Barton Volonsevich	Absent: None

Summary of Motions:

1. Prior Minutes.					
Approve Regular September 2, 2014 TC Minutes.	Motion:	Wayne Nickum	2nd:	Jennifer Heilmann	Vote: Approved Unanimous
2. Report of Treasurer.					
2.1. Approve Treasurer's Report	Motion:	Wayne Nickum	2nd:	Jennifer Heilmann	Vote: Approved Unanimous
2.2. Statistical Reports					
2.2.1. BPOL Filings.					
2.2.2. Town License Tags.					
2.2.3. Approve Statistical Reports as presented	Motion:	Wayne Nickum	2nd:	Dwayne Nitz	Vote: Approved Unanimous
2.3. Approve payment to Town Attorney (Roll-Call Vote)	Motion:	Wayne Nickum	2nd:	Jennifer Heilmann	Vote: Approved Unanimous
2.4. Approve expenditure for Civil War Event (Roll-Call Vote)	Motion:	Bill Hollaway	2nd:	Wayne Nickum	Vote: Approved Unanimous
2.5. Invoice Approval and Future work for Triangle and Barrel Work by The Garden Court (Roll-Call Vote)	Motion:	Wayne Nickum	2nd:	Deborah Dillard	Vote: Approved 5/6 Nay: Eric Hencken
3. Standing Commission/Committee Reports:					
3.1. Planning Commission (PC)					
3.1.1. CORE Outdoor Living LLC	Motion:	Wayne Nickum	2nd:	Dwayne Nitz	Vote: Approved Unanimous
3.1.2. Summit IG – Fiber Optic Cable					
Town will request VA Marine Resources Commission requesting extension of comment period due to continued unanswered					

citizen concerns. (Sent email during meeting.)

Motion: Bill Hollaway **2nd:** Wayne Nickum **Vote:** Approved Unanimous

3.1.3. VA Stormwater Management Regulation Revisions. Schedule Joint Public Hearing (Planning Commission and Town Council) November 4, 2014 to consider recommendation to adopt Fairfax County's revised Storm Wather Management Ordinance responding to changes in the State Law in 2013.

Motion : Wayne Nickum **2nd:** Bill Hollaway **Vote:** Approved Unanimous

3.2. Architecture Review Board (ARB) - No Motions.

3.3. Committees:

3.3.1. Town Calendar. Approve \$905 for Calendar subject to receipts submitted and proper documentation submitted to Treasurer.

Motion : Bill Hollaway **2nd:** Dwayne Nitz **Vote:** Approved Unanimous

3.3.2. Special Projects Committee – No Motions

3.4. Industrial Bond Authority - Add Jim Chesley

Motion : Bill Hollaway **2nd:** Wayne Nickum **Vote:** Approved Unanimous

3.5. History Committee -- No Motions

3.6. Council for the Arts – No Motions

3.7. Haunted Trail Committee.

3.7.1. Authorize Haunted Trail Comm. To hang banner for purpose of advertising 2015 Haunted Trail

Motion: Wayne Nickum **2nd:** Deborah Dillard **Vote:** Approved Unanimous

3.7.2. Advance \$5,000 for Haunted Trail upon receipt of proper paperwork. (Roll-Call Vote)

Motion: Eric Hencken **2nd:** Wayne Nickum **Vote:** Approved Unanimous

4 Communications – No Motions

4.1 Complaint re: Potential Violations of Use Permit restrictions on Live Outdoor Music & Noise Ordinance. – Add Markus Silva and Steffan Tengesdal to Noise Committee.

Motion: Bill Hollaway **2nd:** Wayne Nickum **Vote:** Approved Unanimous

4.1.2 Based on complaint, request Town Manager to investigate and compile facts regarding what is alleged here with regard to the complaint.

Motion: Bill Hollaway **2nd:** Wayne Nickum **Vote:** Approved Unanimous

4.1.3 As part of this investigation the Town Manager will provide formal notice to the concerned parties that a complaint has been received.

Motion: Bill Hollaway **2nd:** Deborah Dillard **Vote:** Approved Unanimous

5 Citizen's Remarks – No Motions						
6 Unfinished Business						
6.1 Eagle Scout Caboose Project – No Motions						
6.2 Pink House Roof Painting – No motions						
6.3 Outdoor Lighting Repair and Replacement in Ayre Square – Approve up to \$700. (Roll-Call Vote)						
	Motion:	Bill Hollaway	2nd:	Eric Hencken	Vote	Approved Unanimous
6.4 Historic Garden Week in Clifton – Approve \$400 for quarter page for ad.	Motion:	Bill Hollaway	2nd:	Wayne Nickum	Vote:	Approved 5/6
					Nay:	Eric Hencken
6.5 Golf Cart Ordinance -- No Motions						
6.6 Cell Tower Status -- No Motions						
7 New Business						
7.1 Policy for Set-up of Private Play Equipment on Public Property such as parks. Establish Policy that the Town shall not allow private parties use inflatable play-structures in the park.						
	Motion:	Dwayne Nitz	2nd:	Jennifer Heilmann	Vote:	Approved Unanimous
8 Report of Town Manager – No motions						
9 Adjournment –	Motion:	Deborah Dillard	2nd:	Wayne Nickum	Vote:	Approved Unanimous
Order of Business						
1 Review of September 2, 2014 Minutes- Approved	Motion:	Wayne Nickum	2nd:	Jennifer Heilmann	Vote:	Approved Unanimous
2 Report of Treasurer.	Closing Date:	9/30/2014	Presenter: Marilyn Barton, Treasurer			
2.1 Financial Report.						
2.1.1	Community Hall Revenues are reflected for July/August due to timing difference in depositing collected fees. Occurs because funds collected are turned in after close of the month, usually at the following TC Meeting.					
2.1.2	Reflects Haunted Trail Sponsorship Donations received.					
2.1.3	Interest is under budget due to the timing of the IDA interest payment, anticipated in Jan & June.					
2.1.4	Primary cause of shortfall compared to budget is delayed payment in Sales Tax – only July has been received thus far in amount of \$2,759.81. Once Aug & Sept. is received, taxes and permits will be on target.					
2.1.5	Reflects July purchase of stone for Caboose parking lot.					
2.1.6	Approve Treasurer's Financial Report	Motion:	Wayne Nickum	2nd:	Jennifer Heilmann	Vote Approved Unanimous
2.2 Statistical Reports:						
2.2.1	BPOL Filings, Timely Filings, Non-Filter Follow-Up (No Names of Businesses or Amounts). Now					

have received filings from 98% of our businesses. Only two remain pending and are anticipated to be received in the near future.							
2.2.2	Statistical Report on Town License Tag Application – Timely Filings, Non-Compliance, Household Non-Filter Follow-Up (No Names).						
2.2.2.1	2014- To date during FY15 the Town received 22 additional past due vehicle filings at a value of \$1,765.50. This represents a total of 79% of the households received for 2014. There are 19 households who have not responded to the past due notices, representing 19% remaining past due. Some of these, however, have responded to the current 2015 filing.						
2.2.2.2	2015- To date the Town has received \$3481.50 from 47 households representing 52% received as of the due date. The remaining yet to be received are 44 households at 48%. Past due notices will be sent to those who remain past due at 30 days – or by November 5.						
2.2.3	Approve Statistical Reports – fee/tax collections.	Motion:	Wayne Nickum	2nd:	Dwayne Nitz	Vote	Approved Unanimous
2.3	Approve payment to Town Attorney (Roll-Call Vote)	Motion:	Wayne Nickum	2nd:	Jennifer Heilmann	Vote: Abstain:	Approved Unanimous
	Mayor Bill Hollaway	Aye	Deborah Dillard	Aye			
	Vice Mayor Dwayne Nitz	Aye	Jennifer Heilmann	Aye			
	Wayne Nickum	Aye	Eric Hencken	Aye			
2.4	Approve expenditure for Civil War Event (Roll-Call Vote)	Motion:	Bill Hollaway	2nd:	Wayne Nickum	Vote: Abstain:	Approved Unanimous
	Mayor Bill Hollaway	Aye	Deborah Dillard	Aye			
	Vice Mayor Dwayne Nitz	Aye	Jennifer Heilmann	Aye			
	Wayne Nickum	Aye	Eric Hencken	Aye			
2.5	Triangle and Barrel Work by The Garden Court – Invoice Approval and Future Work. Invoice Approval and Future work for Triangle and Barrel Work by The Garden Court (Roll-Call Vote)						
		Motion:	Wayne Nickum	2nd:	Deborah Dillard	Vote:	Approved 5/6
	Mayor Bill Hollaway	Aye	Deborah Dillard	Aye			
	Vice Mayor Dwayne Nitz	Aye	Jennifer Heilmann	Aye			
	Wayne Nickum	Aye	Eric Hencken	Nay			
2.6	Presentation of Investment Plan for Town Funds – Cardinal Wealth Services Inc. -- informational presentation by Steven Collins concerning Investment Plan options for Town Funds.						
3	Reports of Planning Commission, Architectural Review Board, and Standing Committee						
3.1	Planning Commission:						
3.1.1	CORE Outdoor Living LLC – Approve Application	Motion :	Wayne Nickum	2nd:	Dwayne Nitz		Approved Unanimous
3.1.2	Summit IG – Fiber Optic Cable						
	Town Manager to request extension of comment deadline by email to VA Marine Resources Commission regarding laying fiber optic cable under the creek for continuing unanswered citizen concerns about the build. (Email sent during meeting.)						
		Motion :	Bill Hollaway	2nd:	Wayne Nickum		Approved Unanimous
3.1.3	VA Stormwater Management Act revisions. Fairfax County staff agrees to the proposed changes to the						

Memorandum of Understanding (MOU) with the Town concerning implementing revised VA Stormwater Management regs. Planning Commission recommends the Town Council approve the agreement with the County and set a Joint Public Hearing for November 4, 2014 to consider adoption of the Fairfax County Stormwater Management Ordinance replacing Section 13 of the Town Code.						
3.1.4	Schedule Joint Public Hearing for November 4, 2014 and advertise the Fairfax County Storm Water Management regulations replacing Chapter 13 of the Town ordinance, referencing the relevant chapter of FFX County Code for Storm Water Management.	Motion :	Wayne Nickum	2nd:	Bill Hollaway	Approved Unanimous
3.2	ARB – No Motions					
3.3	Committees					
3.3.1	Town Calendar -- Approve \$905 for Calendar subject to receipts submitted and proper documentation submitted to Treasurer.	Motion :	Bill Hollaway	2nd:	Dwayne Nitz	Approved Unanimous
3.3.2	Special Projects Committee – North Gateway Triangle Improvement Update: Try to pursue making this happen during this growing season.					
3.4	Parking Committee: Status of Securing Easements for Sidewalk Extension on Chapel Road -- Will be extending the sidewalk. Landowners have given approval, so the next steps can take place.					
3.5	Industrial Bond Authority (IBA)					
IBA membership	- Add Jim Chesley	Motion:	Bill Hollaway	2nd:	Wayne Nickum	Vote: Approved Unanimous
3.6	History Committee Sangster’s Station Commemorative Plaque Dedication Ceremony Lovely and well attended event.					
3.7	Haunted Trail	Motion:	Wayne Nickum	2nd:	Deborah Dillard	Vote: Approved Unanimous
3.7.1	Authorize Haunted Trail Comm. To hang banner for purpose of advertising 2015 Haunted Trail					
3.7.2	Advance \$5,000 for Haunted Trail provided receiving of proper paperwork. (Roll-Call Vote)	Motion:	Eric Hencken	2nd:	Wayne Nickum	Vote: Approved Unanimous
	Mayor Bill Hollaway	Aye		Deborah Dillard	Aye	
	Vice Mayor Dwayne Nitz	Aye		Jennifer Heilmann	Aye	
	Wayne Nickum	Aye		Eric Hencken	Aye	
3.8	Council for the Arts - Theater Event Report – Darrell Poe provided summary. Net was positive.					
4	Communications- Committee Report:					
4.1	Complaint re: Potential Violations of Outdoor Live Music Restrictions. Discussion ensued.					
4.1.1	Add Markus Silva and Steffan Tengesdal to Noise Committee.	Motion:	Bill Hollaway	2nd:	Wayne Nickum	Vote: Approved Unanimous
4.1.2	Based on complaint, request Town Manager to investigate and compile facts regarding what is alleged here with regard to the complaint.					

	Motion: Bill Hollaway	2nd: Wayne Nickum	Vote:	Approved Unanimous
4.1.3	Town Manager will immediately notify business-owners named in the complaint.			
	Motion: Bill Hollaway	2nd: Deborah Dillard	Vote:	Approved Unanimous
5	Citizen's Remarks – No Motions			
5.1	Steve Effros raised a concern that the current process for handling complaints escalates it to the Town Council before it is validated. The Mayor recognized that the complaints are usually directed to the Town Council and that the first step was to delegate authority to validate it by opening an investigation to interview parties and collect facts.			
6	Unfinished Business			
6.1	Eagle Scout Caboose Project – Still working on it; should be under budget.			
6.2	Pink House Roof Painting – Sending out letter to potential bidders. Wayne Nickum reporting.			
6.3	Outdoor Lighting Repair and Replacement in Ayre Square – Discussion and selection of style light			
	Approve up to \$700. (Roll-Call Vote)	Motion: Bill Hollaway	2nd: Eric Hencken	Vote: Approved Unanimous
	Mayor Bill Hollaway	Aye	Deborah Dillard	Aye
	Vice Mayor Dwayne Nitz	Aye	Jennifer Heilmann	Aye
	Wayne Nickum	Aye	Eric Hencken	Aye
6.4	Historic Garden Week in Clifton – Follow-up from Presentation to the Town Council			
	Approve \$400 for 1/4 page for ad. (Copy by Deborah Dillard.)	Motion: Bill Hollaway	2nd: Wayne Nickum	Vote: Approved 5/6 (Roll Call)
			Nay: E.Hencken	
	Mayor Bill Hollaway	Aye	Deborah Dillard	Aye
	Vice Mayor Dwayne Nitz	Aye	Jennifer Heilmann	Aye
	Wayne Nickum	Aye	Eric Hencken	Nay
6.5	Golf Cart Ordinance – Report – None.			
6.6	Milestone--Verizon Cell Tower -- Status – Application still not accepted by FFX County, so no Public Hearing has been scheduled. Expect action after first of the year. Pete Murphy has to notify adjacent committees a month in advance of the hearing.			
7	New Business			
7.1	Policy for Private Equipment Set Up On Public Property – Establish Policy that the Town shall not allow private parties to use inflatable play structures/ equipment in the park.			
	Motion: Dwayne Nitz	2nd: Jennifer Heilmann	Vote:	Approved Unanimous
8	Report of Town Manager			
8.1	Town Compliance Audits – Status – Other assignments pushed this to a backburner. Use Permit complaint investigation to will take priority over regularly scheduled reviews.			
9	Adjournment	Motion: Deborah Dillard	2nd: Wayne Nickum	Vote: Approved Unanimous