

SPECIAL TOWN COUNCIL MEETING MINUTES
For Thursday, June 2, 2011, 7:30 p.m.
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124

Town Council members present: Mayor William R. Hollaway, Chuck Rusnak, Wayne Nickum, Deborah Dillard

Town Council members absent: John Powell, Dwayne Nitz

Town Officials present: Clerk Kathleen Barton

Bill Hollaway called the meeting to order at 7:30 p.m.

Order of Business:

1. Clifton Town Meeting Hall HVAC System:

a. Report on Restoration of A/C;

It was presented that there was a fuse blown in the wiring of the HVAC System, which, in one circumstance, caused the building to reach 106 degrees. The system seems to be running fine, however the system doesn't communicate when there is a problem. What needs to be done is to make the system reach home phones, cell phones, or even e-mail, in order to communicate that there is a problem.

b. Actions to Restore Remote Access;

The following actions to restore remote access were discussed:

1) There needs to be service agreement

2) When the system runs in occupied mode, the fan needs to run constantly. (If the fan shuts off, then no outside air gets in.)

3) They need to restore remote access to talk to the system.

Wayne Nickum stated that the Town Council invested a good amount of money into the HVAC system, therefore it should be given a chance to be fixed and working again. If the system does not work in the time allotted, then they should go to the County. Bill Hollaway stated that he wanted to give the chosen, trusted individuals the opportunity to try and fix the system. If the system works, then the Town will write a check, and if it is not working, then the job was not done properly. Otherwise, Mr. Hollaway stated, they might be criticized for investing in the HVAC system, and then trashing it without giving it a chance to be fixed; it seems doable.

The three individuals with the ability to communicate with COX -- who only allows three -- are Trish Robertson, Marilyn Barton, and Deborah Dillard. It was agreed by the Town Council that Deborah Dillard find a

way to enable Jeff Engle to communicate with COX Cable.

Motion: Bill Hollaway made a motion to authorize Jeff Engle to work with Joe Turner and COX Cable to get the HVAC System communicating with the outside world -- for up to \$1,000. Wayne Nickum seconded the motion. Deborah Dillard opposed. The motion did not pass.

Wayne Nickum made a request for the Town Council reconsider the motion.

Motion: Bill Hollaway remade the motion as following: to authorize Jeff Engle to work with Joe Turner and COX Cable to get the HVAC System communicating with the outside world -- for up to \$1,000. Wayne Nickum seconded the motion, and it was unanimously approved.

Motion: Wayne Nickum made a motion to terminate the CEI Contract as soon as possible, and no later than the end of the current contract. Marilyn Barton will send the letter requesting this termination, also to be signed by the Mayor. Bill Hollaway seconded the motion, and it was unanimously approved.

c. Potential Improvements and Funding;

i. Installation of Ceiling Fans;

Wayne Nickum stated that there should be a switch that can reverse the direction of the fans. There should be about 4-6 fans.

ii. Sealing of Building Foundation and Drainage;

iii. Location of Air Returns;

It was stated that the air returns were located to high -- they should be moved.

iv. Other.

It was also suggested, by Wayne Nickum, that the filters should be changed and cleaned out.

Motion: Deborah Dillard made a motion to authorize 1) the cleaning of the air return grills, 2) the installation of 4-6 fans, with a switch to adjust reversibility, 3) and the cleaning of the back of the building. Bill Hollaway seconded the motion, and it was unanimously approved.

d. Plans Going Forward.

Bill Hollaway stated that as far as plans going forward, they should get working towards these goals.

2. Adjournment.

Motion: Wayne Nickum made a motion to adjourn at 8:30 p.m. Bill Hollaway seconded the motion, and it was unanimously approved.