



**CLIFTON TOWN COUNCIL MEETING  
TUESDAY, APRIL 5, 2011, 7:30PM  
CLIFTON TOWN MEETING HALL  
12641 CHAPEL ROAD  
CLIFTON, VA 20124**

**Town Council members present:** Mayor Bill Hollaway, Deborah Dillard, John Powell, Wayne Nickum, Dwayne Nitz and Chuck Rusnak

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

**Order of Business:**

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

The Minutes of the regular meeting held on March 1, 2011 were reviewed with the following corrections made by Bill Hollaway and Wayne Nickum:

Corrections: Page 4, Item 4, a. "Jon Okafor" was the presenter.

Page 5, paragraph 3, "It was about 15,000 gallons more than normal."

Page 7, last motion, "Bob Peterson will be paid for whatever he booked through March."

**Motion:** Wayne Nickum made a motion to approve the Minutes for March 1, 2011 with the changes presented. Deborah Dillard seconded the motion, and it was unanimously approved.

The Minutes of the meeting held on March 6, 2011 were reviewed with the heading Special Town Council Meeting changed to "Emergency" Town Council Meeting.

**Motion:** Wayne Nickum made a motion to approve the emergency meeting minutes of March 6, 2011 as corrected. John Powell seconded the motion, Deb Dillard abstained and the motion was approved.

**Report of the Treasurer:**

Marilyn Barton presented the Financial Reports for the period ended March 31, 2011. She highlighted the cash balances as of April 3, 2011: cash in money market savings was 114,041, CD's were 302,847, checking at Cardinal Bank was 29,855, and investments at LGIP was 914, for a grand total of 447,647. March interest on CD's is not included because she couldn't access the bank to find out what the balance was at that time. The next section was the profit and loss budget performance report: Marilyn noted that she distributed a reprint on page 4 that updated two checks that were voided in the system. The total income,

year to date, is 154,460, total expenses year to date, 88,516, with lastly, a net of 65,944. This report includes the majority of the BPOL income for this year that was received in March; the Town received 67% of all of the BPOLS that were sent out. She also did the follow-up mailing to all those who hadn't filed for new auto tags. The Town's big event this month was the dinner theatre. Marilyn reported that her understanding was that revenue was 6,000. The costs that had been booked to date were reflected on the supplemental report in the amount of \$3,245. As requested, a supplemental Community Hall Report was presented showing revenues and expenses. This year to date, there was a \$1,850 net loss. Wayne Nickum asked if they would be receiving a bill for the Clifton calendars. Chuck Rusnak responded that they would receive it any day now.

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

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

### a. Planning Commission;

1. **Motion:** Bill Hollaway made a motion to approve the recommendation of the Planning Commission to approve the Use Permit Application for Precision Accuracy. Deborah Dillard seconded the motion and it was unanimously approved. The Town Treasurer will be sending Byron Leavitt a BPOL application for Precision Accuracy.
2. Anthony Reid: **Motion:** Wayne Nickum made a motion to approve the recommendation of the Planning Commission. Chuck Rusnak seconded the motion, Bill Hollaway abstained, and it was approved. Review of application for a use permit at 12640 Chapel Road for Anthony Reid for CPA business.
3. Review use permit application for 7169 Clifton Road, new building.  
Presentation: They passed out maps and explained to the Town Council their plan for the property and land. It was explained that the conservation easement was here to handle both properties, because they are looking at the properties as a whole. They will be changing the configuration, but keeping the conservation easement on both lots. The majority of the current easement is mostly woods. A conservation easement means that they are barred from removing trees, for example, but in places where there are no trees, trees need to be planted. They expressed their willingness to plant trees. The Town Council commended the work on this site, stating it was very impressive, and indicates their full intent to do this.  
**Motion:** Bill Hollaway made a motion to approve the location of the conservation easement, and vacate the prior conservation easement subject to it being appropriately documented, reviewed and recorded. Dwayne Nitz seconded the motion, and it was unanimously approved.

**b. Architectural Review Board;**

Royce Jarrendt was present. The ARB met this month and reviewed and approved three projects: Tom and Jean Peterson, working on a modification to their fence, and proposing additional deck on the back side of the dog pound—the ARB reviewed and approved this. They reviewed the Clark residence – the application was approved; lastly, they reviewed and approved the application for the property on Dell Avenue.

**3. Committees:**

**i. Town Hall Committee – Presentation by David Lemieux of Cii on HVAC Equipment;**

David Lemieux was not able to be present at the meeting. Deborah Dillard presented. One of the things he will be doing for the Town is coming three times a year. Ms. Trish Robertson, the new Town Hall Manager, brought up that there is a new renter who would like to rent the Town Hall every Wednesday, however the Historic Committee is still meeting once a month on Wednesday. The Acacia Lodge offered to have the Historic Committee meeting once a month in the lodge.

**Motion:** Chuck Rusnak made a motion that the Historic Committee take up the offer from Acacia Lodge to hold their meetings there once a month, versus the Town Hall. Bill Hollaway seconded the motion, and it was unanimously approved.

**ii Town Hall Committee – HVAC Status and Probable Repair; Router Replacement at Town Hall by Cox;**

The Town Council agreed to call a Special Meeting in the future to discuss this matter.

**iii Special Projects Committee – Appointments to Streetscape Working Group;**

1 Susan Yantis presented. The Special Projects committee met with LPDA on March 10<sup>th</sup>. She sent out a schedule to the Town Council. The LPDA suggested that they create a working group to include the committee members but also other representatives of the town. She also added that public outreach is incredibly important, so they already have a public information meeting set for April 28, 2011, in the Town Hall. They will also have a Project Update Webpage, with updating meetings, plans, etc. The Special Projects committee wanted to add four more members to be the Working Group: Pat Layden, from the Historic Committee, Diane Dygve, from ARB, Victoria Trummer, from CBC, and Randy Thompson. On the Special Projects committee present is Susan Yantis, Dwayne Nitz, Rick Peterson, Bill Ference, Rich Layfield, and Jerry Yantis.

**Motion:** Wayne Nickum made a motion to appoint these individuals, Pat Layden, Diane Dygve, Victoria Trummer, and Randy Thompson to the Streetscape Working Group, which is a subcommittee of the Special Projects

committee. Dwayne Nitz seconded the motion, and it was unanimously approved.

**iv. Special Projects Committee – Authorization to Enter into Project Agreement with VDOT for Floodplain Park;**

**Motion:** Wayne Nickum made a motion to approve the project agreement and resolution, and have Mayor Hollaway sign off on it. Dwayne Nitz seconded the motion, and it was unanimously approved.

**Motion:** Deborah Dillard made a motion to approve three members to add to the Design Committee: Rick Peterson, Dwayne Nitz, and Susan Yantis. Dwayne Nitz seconded the motion, and it was unanimously approved.

**v. BPOL Committee – Status Report.**

John Powell presented that he met with Treasurer Marilyn Barton and developed some good ideas to educate the community about BPOL requirements. John reported that he and Marilyn will be attending a meeting on April 7<sup>th</sup> with the Fairfax County Treasurer’s Office to solicit further input.

**Railroad Siding-**

**Motion:** Dwayne Nitz made a motion that the Railroad Siding Committee proposes an iron fence to the ARB, and approve an expenditure of up to \$9,000 for the iron fence. Wayne Nickum seconded the motion, and it was unanimously approved.

**4. Communications:**

**a. Alex Winkowski – Presentation on Eagle Scout Project and Nature Trail Brochure for Buckley Park**

It was suggested by Kathy Baber that the used brochures be returned.

**b. Steve Effros – Complaint regarding Clifton Café Dumpsters**

In response to Steve Effros’s complaint regarding the Clifton Café Dumpsters, Ms. Erin stated that within 48 hours, a larger dumpster will be delivered to solve the problem of having overflowing garbage. Steve Effros stated that this is not the issue, but rather it is the location of the dumpsters that is the issue. He stated that it is not appropriate to have dumpsters located in such close proportion to his residential home. He stated that the owner of the property agreed with him on the matter. He noted that Sheldon Hofferan, owner of the Heart in Hand building, had moved his dumpsters behind the building and protected. He stated that he has been asking the Town Council to take action on this for 5 months, and nothing has been done, resulting in his filing of a formal complaint. The owner of the property, Nick, gave the Town Council and audience his word that he is in the process of working with the

Streetscape Committee and it should be in the next several months after the street scape project is completed, re-doing entirely the parking area in the back of his building. It was decided that for now, the larger dumpster will be delivered, and possibly have a fence built around it to give it privacy.

**5. Citizen's Remarks:**

There were no citizen's remarks.

**6. Unfinished Business:**

**a. Dinner Theater Event Results;**

It was presented that the Dinner Theater did cost more than anticipated, but the bottom line was, the Town spent \$4470, and profit was \$1600 dollars. The Town Council agreed that it was a very prosperous event, and is looking forward to it next year.

**b. Budget Submittals for Fiscal Year 2011-2012;**

Wayne Nickum announced that there had been two budget submittals for the fiscal year within the past two days. It was agreed that a special meeting should be called to review the budget.

**c. Status of Website Move and Redesign;**

Chuck Rusnak presented that the website is staying right where it is—it was discovered that the website was too old to move to another host. However he will be working towards cleaning up the website.

**d. Storage of Haunted Trail Items – Need to Remove from CBA Barn.**

Much of the items, special thanks to John Powell and others, were moved into the caboose and the loft in the barn.

**7. New Business:**

**a. Wine Festival Event on June 18, 2011 with use of Clifton Park on June 17-18, 2011;**

**Motion:** Wayne Nickum made a motion that the Wine Festival occur on June 18, 2011. John Powell seconded the motion, and it was unanimously approved.

**Motion:** Wayne Nickum made a motion to authorize the committee who's operating the Wine Festival to put up signs to advertise the event. Deborah Dillard seconded the motion, and it was unanimously approved.

**Motion:** Wayne Nickum made a motion to authorize the mayor or vice mayor to sign off on the Wine Festival's ABC license. John Powell seconded the motion, and it was unanimously approved.

**Motion:** Wayne Nickum made a motion to authorize up to \$5,000 for advance money in order to pay for the Wine Festival event. John Powell seconded the motion, and it was unanimously approved.

**b. Use of Clifton Town Meeting Hall and Priorities for Use;  
There was no discussion regarding this issue.**

**c. Town Dumpster Policy;**

**Motion:** John Powell made a motion that the Planning Commission be tasked with formulating a comprehensive code change regarding dumpsters within commercial districts within the Town of Clifton to include, maintenance, location, and screening. Deborah Dillard seconded the motion, and it was unanimously approved.

**d. Renewal of Pink House Leases.**

**Motion:** John Powell made a motion that the council designates Mayor Hollaway and Councilman Deborah Dillard to explore the renewal of the current leases with the Pink House on the issue of renewing their lease. Chuck Rusnak seconded the motion, and it was unanimously approved.

## **8. Adjournment.**

**Motion:** Wayne Nickum made a motion to adjourn at 10:46 pm. Dwayne Nitz seconded the motion, and it was unanimously approved.

The Minutes were prepared by Clerk Kathleen L. Barton and approved by the Clifton Town Council at the meeting held on May 3, 2011.