

**CLIFTON TOWN COUNCIL MEETING
TUESDAY, OCTOBER 4, 2022, 7:30 PM
ELECTRONIC MEETING VIA ZOOM
WAYNE H. NICKUM MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

In accordance with the Town of Clifton's Declaration of a Local Emergency due to the COVID-19 pandemic under Virginia Code § 44-146.21 which enables the Town of Clifton Government bodies to conduct Town business through electronic public meetings under Virginia Code § 2.2-3708.2, the Town of Clifton Town Council is holding the Meeting noticed herein electronically for the purpose of continuity of government of the Town of Clifton.

The meeting will be conducted using Zoom teleconferencing audio and video service, and connection information will be provided to members of the public to afford the opportunity to citizens to witness the operation of the Town of Clifton government. Connection information is available from, and will be provided by, the Town Clerk.

Present: Mayor Bill Hollaway; Vice Mayor Regan McDonald; Councilmember Steve Effros; Councilmember Patrick Pline; Councilmember Darrell Poe; Councilmember Lynn Screen.

Staff: Amanda Christman, Town Clerk; Nick Orrison, Town Treasurer.

The Regular Meeting was called to order by Mayor Hollaway at 7:32 PM.

Order of Business:

1. Report of the Town Clerk:

a. Approval of the Minutes.

- **Mayor Hollaway moved to approve the August 29, 2022 Special Meeting Minutes and the September 6, 2022 Regular Meeting Minutes as drafted by Clerk with the minor revisions as described, seconded by Councilmember Effros. The motion was approved by poll, 6-0.**

2. Report of the Treasurer.

a. Approval of Treasurer's Report.

See attached report.

3. Citizen's Remarks.

Kathy Kalinowski, of Ford Lane: asked that the Town contact Norfolk Southern railroad to discuss how to make the trestle near Ford Lane more inaccessible to trespassers. She reported that people have been observed climbing on the trestle, shaking it from the top, and throwing debris on the tracks below. Councilmember Screen offered to contact the railroad, and Councilmember Effros added that the State Corporation Commission should be notified, as well.

4. Reports of Committees:

a. Planning Commission.

See attached report.

- **Mayor Hollaway moved to approve the application for the expansion of the existing Use Permit to add Rios Partners to the existing commercial office Use Permit at 7137B Main Street as recommended by the Planning Commission, seconded by Councilmember Poe. The motion was approved by poll, 6-0.**
- **Mayor Hollaway moved to approve the application for a Use Permit for Clifton Contracting LLC for commercial office use at 12642 Chapel Road as recommended by the Planning Commission, with the understanding that no construction vehicles will be located on the premises, seconded by Councilmember Poe. The motion was approved by poll, 6-0.**
- **Mayor Hollaway moved to approve the application for a Use Permit for the change of ownership of the Main Street Pub from McNamara Enterprises to McNamara Hollowell LLC at 7140 Main Street as recommended by the Planning Commission, with the understanding that all other conditions and restrictions of the existing Special Use Permit remain in full force and effect, seconded by Councilmember Effros. The motion was approved by poll, 6-0.**

b. Report of the Zoning Administrator:

i. Zoning Certification Tests.

Amanda Christman reported that she passed all three of the exams required to become a Certified Zoning Administrator through the statewide Virginia Association of Zoning Officials (VAZO) and thanked the Council for their sponsorship.

c. Architectural Review Board.

Vice Mayor McDonald reported that the Architectural Review Board issued a Certificate of Appropriateness for a roof exhaust at the Clifton Café located at 7144 Main Street.

d. Streetscape Committee.

No report.

e. Clifton Haunted Trail – Update; Skit Volunteers Needed.

A brief report was given on the progress made in organizing this year's event. It was requested that Council Members spread the word that more volunteers are needed, particularly to act in scary skits.

5. Unfinished Business:

a. Speed Alert Signs for Town of Clifton – Update.

Jim Chesley reported that three of the four speed alert signs will be installed within the next two weeks. Installing the fourth sign at the triangle as discussed at the previous meeting would require a permit from VDOT and flaggers for safety, which would cost an additional \$2,000. He recommended exploring alternative options such as installing chevron signs to help avert speeding cars from careening into the Flood Plain and placing a guardrail in the same spot. He suggested that the fourth sign could be installed elsewhere in Town.

b. Traffic Calming Measures – Update.

Mayor Hollaway reported that the rumble strips on Clifton Road approaching the triangle have now been replaced by VDOT.

Jim Chesley reported on his meeting with the Fairfax County Police Department and suggested several recommendations that could be explored for traffic calming measures.

Vice Mayor McDonald reported that he has spoken to the VDOT engineer who is studying the intersection of Clifton and Pendleton Roads with regard to the traffic volume and number of accidents in that location. Additional details will be forthcoming once the study and is complete.

c. Holiday Tree Lighting Event - Status.

Councilmember Poe reported that he has been in contact with Donna Netschert and will provide additional details at next month's meeting.

d. Clifton Day – Request for No Amplified Music in Ayre Square.

Phyllis Lovett reported that three groups are scheduled to perform in the Square: two groups of acoustic guitars with amplifiers facing Main Street rather than Chapel Road, followed by the NOVA Brass Band, which is not amplified. She noted that the Clifton Betterment Association respects the concerns of residents and is working to mitigate impacts caused by the event.

6. New Business:

a. Dominion Energy Presentation – Planned Transmission Line and Tower Rebuilding
See attached presentation materials.

Dominion Energy representatives Stephen Precker and David Farajollahi presented the proposed Clifton-Winters Branch 230 kV Partial Transmission Line Rebuild Project. More information will be provided prior to any action.

7. Adjournment.

- **Councilmember Poe moved to adjourn, seconded by Councilmember Effros. The motion was approved by poll, 6-0.**

The Meeting was adjourned at 9:00 PM.



Clifton Clerk <clerk@cliftonva.gov>

TOC September 2022 Financials

1 message

Clifton Treasurer <treasurer@cliftonva.gov>

Tue, Oct 4, 2022 at 6:27 PM

To: Pat Pline <ppline@cliftonva.gov>, Stephen Effros <seffros@cliftonva.gov>, William Hollaway <whollaway@cliftonva.gov>, Lynn Screen <lscreen@cliftonva.gov>, Darrell Poe <dpoe@cliftonva.gov>, Regan McDonald <rmcdonald@cliftonva.gov>, Clifton Clerk <clerk@cliftonva.gov>

Good Evening All,

Please see the attached financials for Town of Clifton, September 2022.

This was relatively a quiet month! The attached 2 invoices were submitted for payment by Gordon and there were no legal fees from Maureen. Other than that, no notes to add.

Thank you and see you virtually tonight!

Nick Orrison

Treasurer

Email: treasurer@cliftonva.gov

Town of Clifton

P.O. Box 309

Clifton, VA 20124-0309

3 attachments



09.30.22 Financial Statements.pdf

185K



1620-0101 - McDonald BLA.pdf

107K



1620-0101.pdf

110K

ASSETS	9/30/2022	CD Term	Maturity Date	APR %	<u>Negotiated Increases</u>
Current Assets					
Checking/Savings					
John Marshall Bank CDs	319,893.90				Funds are remaining as is for Short Term
United Bank - Events Acct	100.00				
United Bank - Haunted Trail Account	14,134.94				
Checking-United Bank	199,907.73	Min Bal \$2,500	"Chairman's Club"	0.10%	
Investments-LGIP	985.53			0.15%	
Money Market Savings-United	881,221.38	Min Bal \$15,000	10/31/2020	0.25%	Funds are remaining as is for Short Term
Security Deposit - United Bank	4,412.20				
Total Checking/Savings	1,420,655.68				



Town of Clifton Profit & Loss Budget Performance September 2022

	Sept 2022	Budget	Jul '22 - Sept '22	YTD Budget	Annual Budget
Income					
Committees Fundraising	0	0	0	0	0
Community Hall Revenues	752	417	1,527	1,250	5,000
1 Federal CARES Act - COVID-19	0	6,902	151,996	20,705	82,819
General Donations	0	0	0	0	0
American Rescue Plan	0	0	0	0	0
Haunted Trail Event	0	0	0	0	0
Interest Income	162	542	495	1,625	6,500
Other Income	0	13	0	38	150
Pink House Rental	1,150	2,900	6,950	8,700	34,800
S.R. - Litter Control Grant	0	111	0	332	1,329
State Funding	0	1,250	0	3,750	15,000
Tax and Permits Revenue	3,666	8,567	15,944	25,700	102,800
Total Income	5,730	20,700	176,911	62,099	248,398
Gross Profit	5,730	20,700	176,911	62,099	248,398
Expense					
Bank Service Charges	0	0	0	0	0
Citizens' Recognition Expense	0	63	0	188	750
Commodities	82	394	423	1,183	4,730
Contractual	810	12,879	12,049	38,638	154,550
Haunted Trail Expenses	301	175	950	525	2,100
OTHER - TC approval req'd +\$500	0	1,250	0	3,750	15,000
Other Expenses	0	525	0	1,575	6,300
Payroll Expenses	6,010	6,192	18,613	18,575	74,300
Town Assoc of NoVA Event	0	0	0	0	0
Total Expense	7,203	21,478	32,035	64,433	257,731
Net Income	(1,473)	(778)	144,876	(2,333)	(9,333)
CIF FUNDS:					
CIF Income					
CIF - Capital Improvements Fund	0	6,667		20,000	80,000
CIF Expenses					
CIF -Streetscape Phase 2 Constr	0	0	0	0	0
Processing Easements	0	3,500	0	10,500	42,000
Streetscape 2A - Construction	0	4,833	0	14,500	58,000
CIF -Streetscape Phase 2 Design	0	0	0	0	0
CIF Expenses	4,000	32,500	6,200	97,500	390,000
Total CIF Expenses	4,000	40,833	6,200	122,500	490,000
Net Income - CIF Funds	(4,000)	(34,167)	(6,200)	(102,500)	(410,000)
Consolidated Net Income	(5,473)	(34,944)	138,676	(104,833)	(419,333)

Town of Clifton
Profit & Loss Budget Performance
September 2022

NOTES & Highlights: Only major items are highlighted at the Town Council's request.

- 1 Our total NEU deposit for COVID relief is officially \$221,173.25. (FY21 deposit \$69,177.25 and FY22 deposit \$151,996.00)

As a reminder, these funds are allowed to be used broadly. The purchase of recent green spaces will cover \$196,805.00 (89%) of these funds reported usage. The remaining \$24,368.25 will likely be reported used for lost revenues on canceled events due to COVID (Homes tour, Haunted Trail, etc.). The look back period is currently 2 years – so the town will not be returning any of these funds.

Our first expenditure report was filed 04/30/2022 listing \$196,805.00. The next will be filed 04/30/2023 for the remaining \$24,368.25.

PLANNING COMMISSION REPORT for September 27, 2022 in person
Present: Terry Winkowski, Adam Trost, Kathy Kalinowski, Michelle Stein,
Patrick Pline, Paula Sampson; Absent: Susan Yantis

1. The Planning Commission reviewed an application for an expansion of an existing use permit for a commercial office use by Dan Helmer and George Barker at 7137B Main Street, Clifton, to include an office use by Rios Partners, of which Mr. Helmer is a principal with no increase in personnel or client visits. The applicant will utilize the same space, 690 square feet, with the hours of 7AM to 11PM Sunday through Saturday and the allocation of 3 parking spaces total for both office uses. The Planning Commission recommends that the application be approved with the hours and days as set forth above and the continued allocation of 3 parking spaces.
2. The Planning Commission reviewed an application for a commercial office use by Clifton Contracting LLC to be located at 12642 Clifton Road, for 154 square feet at that location, hours of 9AM to 6 PM, Monday through Friday, with the allocation of 1 parking space at the premises (the parking tabulation shows a total of 17 available spaces with 14 spaces presently allocated including the instant office use). The Planning Commission recommends approval for a use permit for a commercial office space for the applicant at this location with the allocation of 1 parking space and for the above hours; and with the conditions that no construction or work vehicles be parked on the premises.
3. The Planning Commission reviewed an application from the Main Street Pub for a change in ownership from McNamara Enterprises, Inc., (former applicants: Tom and Judy McNamara) to McNamara Hollowell LLC (owned by Kevin McNamara and Chris Hollowell). The Planning Commission recommends that the change in ownership be approved with the condition that all the specifications and requirements of the previously issued Special Use Permit for a restaurant use issued to the Main Street Pub on May 5, 2015 continue in full force and effect except for the change in ownership of the Main Street Pub.
4. The Planning Commission reviewed and approved the application of Laura and Regan McDonald of 12653 School Street, for a boundary line adjustment between their property at 12653 School Street and their property located at 7169 Clifton Road, which is contiguous to the School Street Property. The application was made pursuant to Article 16 of Chapter 10 of the Subdivision ordinance of the Town Code. The purpose of the application is to vacate the ingress and egress easement on the School Street property and to relocate the driveway, presently on the Clifton Road property to the School Street property. The applicant confirms that the provisions of Section 10-57 have

been met including the providing of timely notice to adjacent property owners as provided in Section 10-27 of the Code, the approval of the County Health Department has also been obtained, as have the other requirements of Article 16. In addition, the School Street and Clifton Road properties are subject to a Conservation Easement and Stormwater Management easement imposed on the property in 2012 by the previous owners. The Conservation easement and Stormwater Management easement will remain in full force and effect, notwithstanding the boundary line adjustment and vacation of the ingress egress easement and are to be confirmed by the new deed and plat, in language acceptable to the Planning Commission, and are then both required to be filed in the Fairfax County land records. Copies of the filed deed and boundary line adjustment are to be given to the Town Clerk. The application, proposed deed and proposed plat have been reviewed by the Town Consultant, who recommended changes which have been made and also reviewed by the Town Attorney who recommended changes which are to be made as a condition of the Planning Commission's approval.

WHAT: NATIONAL PRESCRIPTION DRUG TAKE BACK DAY

WHO: Clifton Lions Club /DEA

WHEN: Saturday, October 29, 2022 10:00 am - 2:00 pm

**WHERE: Clifton Presbyterian Church parking lot, 12748 Richards Lane
(off of Main Street behind Trummer's Restaurant)**

WHY: The drug overdose epidemic in the United States is a clear and present public health, public safety, and national security threat. DEA's National Prescription Drug Take Back day reflects Clifton Lions/DEA's commitment to Americans' safety and health, encouraging the public to remove unneeded medications from their homes as a measure of preventing medication misuse and opioid addiction from ever starting.

Many young people who misuse prescription drugs take them from medicine cabinets. Keeping unused opioids or other common drugs of misuse in a medicine cabinet or other locations in the home is no longer safe or responsible. In addition, the program provides the opportunity for unneeded medications to be diverted from entering our water/sewer systems and/or landfill sites where leakage threatens our personal health and environment.

We look forward to seeing you on Saturday, October 29, 2022 at our drop-off location.

SPECIAL NOTE: Please remove personal labeling from all pill containers and bottles before turning in your medications.

Clifton Lions/DEA

Clifton-Winters Branch 230 kV Partial Transmission Line Rebuild Project

**Clifton Town Council Meeting
October 4, 2022**

Project Need

- This project will rebuild a portion of an existing 230 kilovolt transmission line from just outside a substation in Prince William County, through Manassas, and into Fairfax County, ending at the Clifton substation
- Required to maintain area reliability and strengthen the existing infrastructure
- We will replace the conductor, or wire, with new material, which requires us to rebuild the structures which carry it – no new ROW needed and structures in same general vicinity as existing
- Work at the Clifton substation will include equipment replacement and updates

Map of Transmission Line Rebuild



This map is intended to serve as a representation of the project area and is not intended for detailed engineering purposes.

Clifton Area Map



Schedule

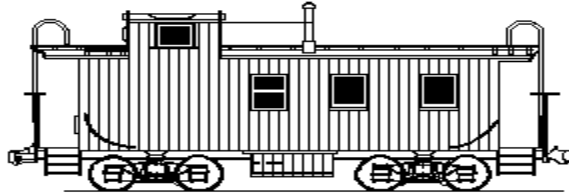
Public Engagement – We will hold a virtual community meeting in early November to discuss the project and answer questions from residents who live near the transmission line.



Filing with the State Corporation Commission (SCC) – We anticipate filing an application with the SCC later this year.

Construction – Pending approval from the SCC, we anticipate construction in the Clifton area to begin in Spring 2024 and conclude by late 2024. We will coordinate closely with the Town in advance of any work and throughout.

Questions?



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Order of Business

1. Report of the Town Clerk:
 - a. Approval of the Minutes (previous meetings, special meetings, and work sessions).
2. Report of the Treasurer.
 - a. Approval of Treasurer's Report.
3. Citizen's Remarks - Suggestions or complaints of citizens and taxpayers, and other persons authorized by the Mayor to address the Council.

Each person wishing to address the Council shall, when recognized by the Mayor:

- (i) Give their name and address;
- (ii) Direct their remarks to the Council and not to other citizens present;
- (iii) Be limited to one period of not over three (3) minutes, unless granted additional time by unanimous consent of the Council.

Persons requesting to speak must have registered with the Town Clerk by no later than Noon of the day of the meeting. Priority to speak shall be given to persons in order registered with the Town Clerk.

4. Reports of Committees:
 - a. Planning Commission.
 - b. Report of the Zoning Administrator:
 - i. Zoning Certification Tests.
 - c. Architectural Review Board.
 - d. Streetscape Committee.
 - e. Clifton Haunted Trail – Update; Skit Volunteers Needed.
5. Unfinished Business:
 - a. Speed Alert Signs for Town of Clifton – Update.
 - b. Traffic Calming Measures – Update.
 - c. Holiday Tree Lighting Event - Status.
 - d. Clifton Day – Request for No Amplified Music in Ayre Square.

6. New Business:
 - a. Dominion Energy Presentation – Planned Transmission Line and Tower Rebuilding Work At and Out of Clifton Substation.
7. Adjournment.