



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, NOVEMBER 1, 2011, 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA 20124**

Town Council Members Present: Chuck Rusnak, Dwayne Nitz, Bill Hollaway, Deborah Dillard, John Powell, Wayne Nickum

Town Officials Present: Kathleen Barton, Town Clerk, Marilyn Barton, Treasurer

Order of Business:

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

The Town Council presented their edits for the October 2011 Minutes, which will be corrected by the Clerk, signed, and filed. John Powell proposed the following edits to the October 4, 2011 Minutes:

- Page 1: The CBA donated \$25,000.
- Page 2: Vernon Keen stated that he would donate \$500 as a private citizen and encouraged others to match this donation.

Dwayne Nitz proposed the following edits:

- Page 3, c.: Dwayne Nitz reported that they hope to have project done on Saturday, with truck removal of debris free of charge.
- Page 4: Motion by Wayne Nickum should state that Dwayne Nitz writes a letter to Bray Wilson only.
- Page 4: Other Committees: Paragraph following the motion: Near the end of the paragraph, Wayne Nickum requested that the committee continue to pursue this, not peruse,”
- Next line: “A” not “the” member went ahead without the committee’s request.

Motion: Wayne Nickum made a motion to approve the Minutes for October 4, 2011. Deborah Dillard seconded the motion, and it was unanimously approved.

Motion: Wayne Nickum made a motion to approve the first Town Council Special Meeting on October 26, 2011 concerning funding for the Streetscape Project. John Powell seconded the motion and it was unanimously approved.

Motion: Wayne Nickum made a motion to approve the Minutes for the second Special Town Council Meeting on October 26, 2011, which was an Executive Session concerning legal issues regarding funding of legal fees related to Clifton Elementary School. Dwayne Nitz seconded the motion, and it was unanimously approved.

2. Report of the Treasurer.

Marilyn Barton presented the Cash Balance report as of October 31, and will distribute the full financial report the upcoming weekend. (Completed 11/6/11.) There was a total balance of \$480,084.15: Security Deposit Account balance, \$1,742.48 for the Pink House, Money Market Savings of \$151,330.05, Certificate of Deposit of \$310,930.94, Checking Account of \$15,166.10, and LGIP fund of \$914.58.

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

Bill Hollaway moved discussion of the legal fees concerning the Clifton Elementary School up on the Agenda - "Funding of Third -Party Legal Fees Related to Clifton Elementary School, a. Request to Use Community Hall for Fundraising for Clifton Elementary School-Related Legal Fees."

Motion: Wayne Nickum made a motion to table these two discussions to the December 6, 2011 regular Town Council meeting, in order to avoid any concern that this is a politically motivated decision, or has in any way to do with the School Board Election taking place the following Tuesday. Deborah Dillard seconded the motion, and it was unanimously approved.

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

Planning Commission;

Susan Yantis presented on behalf of the Planning Commission. The Planning Commission requested that the Town Council advertise and schedule for a Joint Planning Commission and Town Council Public Hearing for December 6, 2011 to consider the adoption of the draft Northern Virginia Regional Water Supply Plan. A suggested resolution to be adopted by the governing body was provided.

Motion: Wayne Nickum made a motion to hold a Joint Public Hearing for the next Town Council Meeting on December 6, 2011 in order for Mr. Goulet with Northern Virginia Regional Commission to present to the Town Council. Bill Hollaway seconded the motion, and it was unanimously approved.

The Planning Commission recommended for approval the application of Don Lovett for a use permit for a Photography Studio, 1st Step Media at 12644 Chapel Road, Suite 204, with the allocation of two parking spaces and hours of operation of seven days a week from 9 am to 10 pm.

Motion: Wayne Nickum made a motion to approve the Use Permit application as presented for Mr. Don Lovett's Photography Studio at 12644 Chapel Road Suite 204. John Powell seconded the motion, and it was unanimously approved.

The Planning Commission met with Heather Clark and her counsel to discuss the preparation of the conservation easement and plat, which needs to be reviewed by the Town Attorney. Ms. Clark will provide the Planning Commission with the County approved E&S Plan. It was also agreed that the Clarks would provide a bio retention facility maintenance agreement and to follow the recommendation of Joe McClellan that the bio retention facility maintenance agreement follow the Fairfax County format since the County provides the Town with storm water maintenance services.

1. Architectural Review Board;

Dwayne Nitz presented that the ARB did not hold an official meeting. He reported that there had been discussion on updating the guidelines that the ARB uses, changes in materials from the last 15 years, including signage. The chairman, Royce Jarrendt, hasn't submitted an official schedule; however, they are trying to get something done by the end of the year. It was discussed and agreed by the Town Council that the ARB come back to the Town Council with a draft violation letter, define who the current violators are, and reference which code section it is violating. Also, Mr. Nickum noted, these letters should go out certified mail. The ARB will give the draft to the Mayor for signature; it will then go to the Town Clerk who will issue the violation letters Certified Mail. It was agreed by the Town Council that the letters be requested from the ARB by November 15th.

Motion: Wayne Nickum made a motion that the ARB draft violation letters pertaining to internally lighted lights, that they be issued and that Mayor and Vice-Mayor may sign off for immediate approval. Chuck Rusnak seconded the motion, and it was approved, Deborah Dillard abstained.

2. Committees:

1. Parking Lot Project – Status update.

Dwayne Nitz presented. He reported that all that remains to take care of is the wooden fence along the Veterinarian's property which needs to be moved back to the property line. After that is taken care of, the next step is to put in the wheel stops and finish the two planting areas to allow for the parking lot. He announced that expenses were within the budget limit.

2. Civil War Trail Markers for Clifton Area.

Ms. Lynn Garvey Hodge presented on behalf of the Fairfax Historic Commission, a request to the Town Council for placement of Civil War Trail Markers for the Clifton Area. They will be unveiled in 2012. She presented a timeline that indicates how this process is to be pursued; there was a kickoff meeting last week on the 26th—authors and coordinators met. The timeline indicates some very important dates, most important being the 11th of November: the date by which she needs to get back to the committee with a commitment on where the markers should be placed. Their suggestion was Main Street, and that the Town would need to have land owners' approval. Lynn reported that Sheldon Hofferan is willing to have the Civil War Marker placed in-front of Weston's Restaurant. Dwayne Nitz added that the Streetscape Special Projects Committee should look at it, as they have been working hard on signage with the Streetscape Project, and might have suggestion.

Motion: John Powell made a motion to approve the placement of a Civil War Marker within Town Limits on Main Street congruent with the Streetscape Project and in location coordination with Streetscape Planners, the History Committee and the ARB, on land owned or controlled by Town or otherwise secured through an easement with a private party. Mayor Bill Hollaway seconded the motion, Deborah Dillard abstained, and the motion passed.

3. Holiday Homes Tour – Status update.

Deborah Dillard presented that Jennifer Chesley does have houses for the Holiday Homes Tour. The Homes Tour is on the first Saturday of December – December 3rd.

4. Spring Egg Hunt.

Motion: Wayne Nickum made a motion to accept Donna Netschert's offer of a chair, Doriece Rau, to operate the Spring Egg Hunt @ \$400 of budgeted expenses. Bill Hollaway seconded the motion, and it was unanimously approved.

4. Communications.

a. Park Bench in Honor of Raymond Van Lienden.

Mr. Raymond Van Lienden's family wishes to donate a bench to the Town in honor of him. Dwayne Nitz stated that there is a sculpture that he built in his backyard, and suggested that the sculpture be moved to the park, with a plaque, perhaps, instead of a bench.

Motion: Wayne Nickum made a motion to accept the donation of Mr. VanLienden's sculpture for placement on green space near the railroad siding. Dwayne Nitz seconded the motion, and it was unanimously approved.

The Town Council commended John Powell for the Haunted Trail this year; the support of the community was great. \$15,221.10 was deposited into the account today, with \$5,000 of expenses. Online sales are coming in at about \$600, with some refunds from those who didn't come, because of weather. What originally looked like a loss perhaps due to weather, turned out as one of the best revenues for the Haunted Trail.

Chuck Rusnak announced that the Town Council needs to authorize the cost estimate for the 2012 calendar, which is \$2100. Mr. Rusnak is trying to have it published in time for the Candlelight Tour. Bill Hollaway suggested that the volume be reduced. Chuck Rusnak agreed to reduce the number from 250 to 200.

Motion: John Powell made a motion to appropriate money to Chuck Rusnak for production of the calendars. Dwayne Nitz seconded the motion, and it was unanimously approved.

5. Citizen's Remarks:

There were no citizen's remarks.

6. Unfinished Business:

There was no Unfinished Business.

7. New Business:

There was no New Business.

8. Adjournment.

Motion: John Powell made a motion to adjourn at 9:40 p.m. Wayne Nickum seconded the motion, and it was unanimously approved.

Minutes prepared by Kathleen Barton, Town Clerk.

Minutes were approved by the Town Council at the December 6, 2011 meeting.

Kathleen Barton Volonsevich

12.6.11

