



**CLIFTON TOWN COUNCIL MEETING
TUESDAY, AUGUST 2, 2011, 7:30 PM
CLIFTON TOWN MEETING HALL
12641 CHAPEL ROAD
CLIFTON, VA20124**

Town Council Members Present:

Dwayne Nitz, John Powell, Wayne Nickum, and Mayor William R. Hollaway

Town Council Members Absent:

Deborah Dillard, 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 Town Council made some last minute edits to the Minutes. First, that "ARB" should be capitalized at the top of page 3; under section three on page three, the minutes should read, "Royce Jarrendt, the ARB Chair, reported that the Fairfax County Health Department had ordered the owner of the property to raze the structure"; the end of the first paragraph under section three on page three should read, "The ARB will inform the County that the ARB has no objection to the building being razed. Bill Hollaway responded that it is the ARB's decision, however that the owner of the property needs to be notified. The Council requested that the letter to the County be copied to the owners of the property."

Motion: Wayne Nickum made a motion to approve the Minutes with said changes. John Powell seconded the motion and it was unanimously approved.

2. Report of the Treasurer.

Marilyn Barton reported the Treasurer's Report Cash Balance as of August 1, 2011 was \$471,410.44 consisting of: Security Deposits \$1,742.27; Market Savings \$134,194.33, Checking \$26,925.05, CD \$307,634.59 and LGIP fund \$914.20. A preliminary report was presented for the month of July 2011; the total income was \$7104.63; total expenses, \$11,223.91; net, \$4,109.28. Several accruals to be made to FY11 were noted and deducted, leaving a net of (\$3,230.38). For the Comparative Report for the Community Hall, there was \$600 in revenues for July, expenses of \$1,196.73. Bill Hollaway noted that the expense reported for the CH HVAC services should be included as an accrual to FY11 (the entry was not a duplicate). Wayne Nickum further reported that the \$220 Cii Maintenance Contract was cancelled by Deborah Dillard who had reported at a previous meeting that she would send Cii a written notice to cancel the contract. Marilyn Barton will contact her for documentation and will contact Cii and request a refund.

Motion: Wayne Nickum made a motion that the Treasurer's Report be approved with the accruals as noted. Dwayne Nitz seconded the motion, and it was unanimously approved.

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

- a. Planning Commission;
Kathy Kalinowski presented the Planning Commission Report.

(1). The Planning Commission recommended for approval the use permit application for 12704 Chapel Road by Erich Russekrobbins for commercial use of the building for NOVA Music Center, with the allocation of nine parking spaces at the property.

Motion: Wayne Nickum made a motion to approve the recommendation of the Planning Commission for the approval of use permit application for 12704 Chapel Road by Erich Russekrobbins for commercial use of the building for NOVA Music Center, with the allocation of nine parking spaces at the property. Bill Hollaway seconded the motion and it was unanimously approved.

(2).The Planning Commission recommended for approval the use permit application by SteffenTengesdal for commercial space for Technology Consultancy Company at 7144 Main Street, with the allocation of two parking spaces and the hours of 8 a.m. to 6 p.m., and the undertaking to screen dumpsters and enlarge the eight parking spaces by Ford Lane to meet the minimum width requirements of the parking ordinance, by removing the debris on the sides or moving the dumpsters within 90 days after the approval of the use permit.

Motion: Wayne Nickum made a motion to approve the recommendation of the Planning Commission for approval of use permit application by Steffen Tengesdal for commercial space for Technology Consultancy Company at 7144 Main Street. John Powell seconded the motion and it was unanimously approved.

(3). The Planning Commission recommended approval for the use permit application by Miller Baker for State Senate for space at 7144 Main Street for campaign headquarters office with the hours of Monday – Sunday 9 a.m. to 7 p.m. and the allocation of three parking spaces for Rooms 1 & 2 comprising 297 square feet.

Motion: Wayne Nickum made a motion to accept the recommendation of the Planning Commission for approval for the use permit application by Miller Baker for State Senate for space at 7144 Main Street. John Powell seconded the motion, and it was unanimously approved.

(4). The Planning Commission recommended proposed changes to the Town Parking Ordinance resulting from the Town Council Parking Policy.

Motion: Wayne Nickum made a motion to approve and advertise a Public Hearing as recommended by the Planning Commission to consider proposed changes to the Town Parking Ordinance resulting from the Town Council Parking Policy with one change – what reads “off-set parking” at the beginning of the policy should read as “off-street parking” – on September 6, 2011 at 7:30 p.m. John Powell seconded the motion, and it was unanimously approved.

Motion: Wayne Nickum made a motion concerning the use permit application of Karen Paris that pursuant to Section 9.13C4; the Council finds and agrees to allow that only one parking space is needed for the 90 day term of the use permit; and that the Town Council has one space available at the Pink House and agrees to allocate for this use permit for 90 day term. The Council made it clear to the applicant that the use permit will expire in 90 days from this date; at which point, the applicant must vacate or have a renewed use permit that meets then current requirements. Dwayne Nitz seconded the motion, and it was unanimously approved.

- b. Architectural Review Board;

There was no Architectural Review Board meeting this past month.

- c. Committees.

Flood Plain Park: Susan Yantis presented an in-depth report. She thanked Mayor Hollaway for timely action and she noted they have progressed into the Construction Phase. They are now moving on to the next step, which is authorization from VDOT. Rick Peterson is preparing the bid document to go out for bids. They will need to advertise that for a minimum of 3 weeks. Also, there are still some documents that need to be signed by the Town.

Street Scape Project: Susan Yantis presented an update on the Street Scape Project. A Facebook page was created showing all of the project drawings; the public can comment and give feedback on the drawings. They are planning to have another

meeting sometime in August, and it is a possibility that they are on track enough to present to the Town Council in October 2011. In September, they are planning to meet with other committees in Town.

4. Communications.

Bill Hollaway presented Communications. He received a communication from a man whose father was diagnosed with ALS and therefore has an ALS Foundation that holds a fundraising event every year. This year, the event is on October 23rd, 2011 in Clifton.

5. Citizen's Remarks:

There were no citizen's remarks.

6. Unfinished Business:

a. Sign Ordinance Revisions and Enforcement.

The Town Council agreed to table discussion of the sign ordinance revisions and enforcement to the September 2011 meeting.

7. New Business:

a. Street Light at Ayre Square/Buckley Store Parking Lot;

Bill Hollaway presented that the Town Council that had been contacted concerning a street light that was on 24 hours a day. The Town Council agreed to leave the street light off for the time being.

b. Review and Approval of Lease for Rear Building at Pink House;

Motion: John Powell made a motion to approve the lease between the Town and the Tim Hugo Group, with approved changes. Wayne Nickum seconded the motion, and it was unanimously approved.

d. Problems with Trash in Town Parks;

Wayne Nickum discussed the issue of trash in the Town Park. He asked the Town Council for their ideas on how to help encourage the public to throw away their trash. Mr. Nickum has placed trash cans in the park to help encourage cleanliness in the park. Wayne Nickum suggested that the Council think about the issue and to discuss it at the next Town Council meeting.

8. Adjournment

Motion: Wayne Nickum made a motion to adjourn the Town Council meeting to Executive Session in order to discuss personnel matters. Bill Hollaway duly seconded the motion and it was unanimously approved.

Executive Session

a. Personnel Matters;

RESOLUTION TO ENTER CLOSED SESSION
TOWN OF CLIFTON
CLOSED SESSION

Pursuant to Virginia Code Section 2.2-3711, the Town of Clifton enters Closed Session for the following reasons:

The Town Council met in executive session to consider personnel matters that pertain to the hiring of a Town Manager for the Town of Clifton.

Motion: John Powell moved to close the Executive Session. Wayne Nickum duly seconded the motion and it was unanimously approved.