

Meeting minutes of Town Council on 4-5-11
As reviewed, approved, and accepted by the Town Council on May 3, 2011

Mayor Oland called the regular Town Council meeting to order at 7:40 p.m. Council Members Jim Ruspi, Charles Bradsher, Dave Preusch and Dan Prats were present. The Clerk and Treasurer were present. There were two citizens present.

The minutes of the Town Council Meeting on March 11, 2011 were approved as submitted. The minutes of the Public Hearing to consider the proposed budget for 2011-2012 were approved as submitted.

Treasurer's Report: Treasurer Chris Wilkinson reviewed the Profit and Loss Report for the month of March, 2011. The total General Fund net income for the month of March was \$28,713. Income tax in the amount of \$25,979, property tax in the amount of \$1,900, waste removal fees of \$605 and interest income of \$227 brought the total income to \$28,713. Major expenses for March, 2011 were \$3,386 for Payroll, \$1,330 for Snow Removal, and \$5,773 for Waste Collection with total expenses for March totaling \$13,700. Total General Fund net income for the month of March, 2011 was \$15,013. Looking at the Balance Sheet for the month of March, 2011 the fund balance for the general fund is \$565,368; for the CIP account, the balance is \$179,426; and the balance for the fixed assets fund is \$505,497. The total fund balance for the Town of Laytonsville for the month of March, 2011 is \$1,250,292.

Council Member Charles Brasher made the motion to approve the Treasurer's Report for the month of March, 2011 subject to audit. Council Member Dan Prats seconded.
Unanimously approved.

Discussion/Action Items:

Election Judges: The following people have agreed to be election judges for the May 2 election: Michele Shortley, Frank Bennett, Lisa Simonetti, Sarah Lane and Lea Cecere.

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Candidates: Dan Prats filed as a candidate for the position of Mayor. Dave Preusch and Josh Pomoroy filed to run for the 2 open Council positions in the May 2 election.

Forest Conservation and Reforestation Ordinance: A public hearing was held prior to the Town Meeting to consider the Forest Conservation & Reforestation Ordinance Amendments. Council member Ruspi commented that it is a shame that it must be so complex. Mayor Oland noted that the ordinance is poorly worded for us as it incorporates the language of the state code and the state must cover a large geographic area. Our code must be equal or greater than the state code.

Budget: Minutes from the March 11, 2011 public hearing to introduce the proposed budget were approved. Mayor Oland commented that proposed real property tax is \$.11 per \$100 of assessed value of property, which is the same as it is now. The personal property tax will be reduced from \$.31 to \$.30 on each \$100 of assessed value of personal property. Treasurer Chris Wilkinson clarified the question at the March 11 meeting regarding the \$10,000 for grounds maintenance. The budget item named 'Town Hall Grounds Maintenance' is allocated for mowing, tree pruning and removal specifically for Town Hall. Budget item 'Grounds Maintenance' is for maintenance in the Town and Jones Pond. At the end of the fiscal year, if Town Hall hasn't used its allocation, funds can be switched without a hearing.

Compensation: The resolution includes a 6% pay increase for all employees. Mayor Oland explained that Charlene Dillingham was compensated based on 10 hours per week plus up to 5 evening meetings per month. Anything in excess of 5 meetings is paid at an hourly rate.

Road Repair: Mayor Oland stated that for the last 3-4 years, the road cracks have been sealed using a process called stripping. This should add 5 years to the roads. There are many cracks on Mobley Farm Drive. An estimate from Specialty Driveway Services, Inc. was presented for repair on 1st Street, Montgomery Street and Mobley Farm Drive.

Comprehensive Zoning Ordinance: There will be a public hearing on May 3 to review the proposed amendments to the Comprehensive Zoning Ordinance. The proposed changes received from Stan Abrams have been distributed to Council Members for review.

Town Flag: Jill Ruspi presented a design for a Town flag that she and Michele Shortley had worked on together. The Town has never had a flag and it could be used at the MML convention to represent Laytonsville. Mayor Oland suggested a green background to reflect agriculture, which is present in the words on the flag. Council Member Preusch noted that it was not apparent to him that the outline of the flag was the map of

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Montgomery County. Jill Ruspi will ask Michele for ideas on incorporating these suggestions. Mayor Oland will have final approval.

Parade: The Town parade is May 21 and planning is coming along well. Town Council members will participate in the parade. The vehicle for them to ride in is yet to be determined.

Work Session: There will not be a work session on 4/19/11.

WSSC: April update shows that approval to award a contract on the transmission main, distribution system and flow control valve vault is expected at the May 18 Commission meeting. The bid ready contract documents for the pumping station and storage facility continue to be revised.

Actions:

Council Member Dan Prats made the motion to approve the proposed 2011-2012 budget. Council Member Charles Bradsher seconded the motion. **Unanimously approved.**

Council Member Dave Preusch made the motion to approve the Capital Improvement Funds for 2011-2012. Council Member Charles Bradsher seconded the motion. **Unanimously approved.**

Council Member Dave Preusch made the motion to approve the ad valorem tax rates of \$.30 on each \$100 of assessed value of personal property and \$.11 cents on each \$100 of assessed value of real property. Council Dan Prats seconded the motion. **Unanimously approved.**

Council Member Dan Prats made the motion to approve the Resolution for Employee Compensation. Council Member Charles Bradsher seconded the motion. **Unanimously approved.**

Council Member Jim Ruspi made the motion to appoint election judges Michele Shortly, Sarah Lane, Lea Cecere, Frank Bennett and Lisa Simonetti. Council Member Charles Bradsher seconded the motion. **Unanimously approved.**

Council Member Dan Prats made the motion to repair the roads as specified on the proposal provided by Specialty Driveway Services, Inc. Council Member Dave Preusch seconded the motion. **Unanimously approved.**

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Council Member Dan Prats made the motion to approve the design of the Town flag subject to changes which are to be reviewed by Mayor Oland. Council Member Charles Bradsher seconded the motion. **Council Member Jim Ruspi abstained from the vote. Unanimously approved.**

Council:

Metal Detector: Council Member Jim Ruspi stated that his grandson had interest in exploring the area around the Town Hall, by the pond at Rolling Ridge and the Miller property lots with a metal detector. Mayor Oland stated that it was fine for him to do this and he could share his findings at a Town meeting.

Rt. 108 Sign: Council Member Dave Preusch noted that the Town sign on Rt. 108 is getting worse. Mayor Oland stated that he will call Pete Stadler to discuss how to fix it.

Planning Commission: Mayor Oland stated that the Planning Commission members will need to take a Maryland Department of Planning course to serve on the Commission. The course may be taken online and a certificate sent upon completion to be filed with the Clerk.

Comprehensive Plan: Council Member Dave Preusch noted that the Comprehensive Plan is coming along. There are still some sections that need to be written. The goal is to have it completed by June 1. It was noted that it needs to be finished before the legislature makes more changes.

Citizens:

Sheri Wenger commented that the path along Rt. 108 between Maple Knoll and Golf Estates is littered with animal waste.

Council Member Dave Preusch made the motion to adjourn. Council Member Charles Bradsher seconded. **Unanimously approved.** Meeting was adjourned at 8:30 pm.

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Respectfully submitted,

Charlene Dillingham
Clerk
April 5, 2011

NOTE: The Laytonsville Community Parade will be on Saturday, May 21, 2011. Route 108 will be closed from Brink/Sundown to Maple Knoll from approximately 11:00 A.M. until 1:00 P.M.

For safety reasons, golf carts driven by minors are prohibited. We welcome Town residents to participate in the parade. Please register by contacting Town Hall at 301-869-0042 before May 10. For safety reasons, golf carts driven by minors are prohibited.