

Meeting minutes of Town Council on 8-2-11
As reviewed, approved, and accepted by the Town Council on September 6, 2011

Mayor Prats called the regular Town Council meeting to order at 7:30 p.m. Council Members Charles Bradsher, Dave Preusch, Jim Ruspi and Josh Pomeroy were present. The Clerk and Treasurer were present. There was one citizen present.

The minutes of the Town Council Meeting on July 5, 2011 were approved as submitted.

Treasurer's Report: Treasurer Chris Wilkinson reviewed the Profit and Loss Report for the month of July; 2011. Total income for the month was \$166. Major expenses for July, 2011 were \$1,255 for Grounds Maintenance, \$889 for Membership Dues, and \$2,886 for Waste Collection with total expenses being \$9,709. The total General Fund net income for the month of July, 2011 was -\$9,527. Looking at the Balance Sheet for the month of July, 2011 the fund balance for the general fund is \$592,126; for the CIP account, the balance is \$175,014. The total fund balance for the Town of Laytonsville for July, 2011 is \$1,272,638.

Council Member Josh Pomeroy made the motion to approve the Treasurer's Report for the month of July, 2011 subject to audit. Council Member Dave Preusch seconded.
Unanimously approved.

Discussion/Action Items:

Master Plan Update: Mayor Prats reported that drafts of the revised zoning and land use maps had been received from Macris, Hendricks, and Glascock and are being reviewed for minor revisions. Council Member Dave Preusch reported that the master plan text is coming along and he needs to write the sections on the municipal growth plan. The goal is to have it completed before anticipated changes to the water resources rules come along. Mayor Prats emphasized the need to complete this effort so that we don't have the rules change and it become necessary to start over.

Agenda Format: Mayor Prats presented several agenda formats used by other towns and municipalities for their town meetings. Council Member Pomeroy commented that his concern with the current agenda format is that issues were discussed twice, one during the discussion time and again during the action time. The Council discussed the need for

Town Of Laytonsville
Town Council Meeting Minutes
8-2-11

fairness and efficiency in the meeting format, and how to achieve this balance. After reviewing the agenda examples provided, the Council selected one format and agreed to try it at the September meeting.

WSSC Update: Pipes have been delivered in the lot next to the gas station and saw cutting of the pavement will begin this week. Residents should report concerns and issues to Town Hall. Mayor Prats is holding weekly meetings with WSSC and the construction team to make sure the Town is informed of the project status and to ensure residents' concerns and complaints are addressed in a timely manner. Seismic Surveys is over one-third complete with the building surveys. Council Member Jim Ruspi commented that the surveyor spent about 3 hours at his residence and he found them to be very polite and professional. Council Member Pomeroy asked if an arborist would be monitoring the trees during construction. Mayor Prats commented that during the pre-construction meeting, they indicated that this was part of the plan. He will follow up with them on this issue.

Amendments to Town Minutes: The June minutes did not properly reflect the motion made to appoint the Planning Commission which named the members and their positions on the Commission. After listening to the meeting recording, it was found that the words 'as presented' needed to be added to properly reflect the appointment motion made during the June meeting. Mayor Prats stated according to Robert's Rules, the motion to adopt the June meeting minutes in the July meeting needed to be amended to accurately reflect the motion made during the June meeting.

Sidewalks: Mayor Prats commented that there are a couple of areas of sidewalk that need repair but we don't want to replace them before WSSC has completed the water project to avoid repairing sidewalks twice. He indicated that funds from the speed cameras, once received, could be applied to help repair the sidewalks as those monies are to be spent on pedestrian safety projects. The town audit, currently underway, needs to be completed prior to applying for the funds.

Town sign graffiti: Initial attempts to remove the graffiti were unsuccessful. Sterico Signs has been contacted to look at ways to get it cleaned or replaced.

Water tank: Boy Scout Colin Headrick presented his Eagle Scout project to the Historic District Commission. His plan is to sandblast the tank, prime it, and paint it green. A plaque will be installed next to the tank to describe its historical significance.

Town Of Laytonsville
Town Council Meeting Minutes
8-2-11

Indemnification: Mayor Prats responded to recent questions about indemnification for public officials. The Annotated Code of MD Article 23A state that public officials are protected.

Post Office Closure: Mayor Prats stated that there have been some stories circulating that the Laytonsville Post Office will be closing, even though it was not on the recent list of post offices slated for closure/consolidation. Mayor Prats commented that we have been looking into this and will continue to seek information on the USPS's plans for the location and facility.

Work Session: There will not be a work session on 8/16/11.

Actions:

Amendments to Town Minutes: Council Member Josh Pomeroy made the motion to amend the minutes adopted at the July 5 meeting for the June 7 meeting to insert 'as presented' into the motion so that it reads:

*“Council Member Dan Prats made the motion to appoint Eric Wenger, Charles Oland, Brendon Deyo, and Pete Stadler to the Planning Commission **as presented** beginning July 1, 2011. Council Member Charles Bradsher seconded the motion. “*

Council Member Jim Ruspi seconded the motion. **Unanimously approved.**

Council:

Council Member Dave Preusch asked about the status of getting a cost estimate for the southwest Rt. 108 re-alignment. Mayor Prats stated that the priority is the comprehensive plan and getting the maps finished prior to starting another project.

Council Member Dave Preusch stated that the Town picnic will be held September 17.

Citizens:

Jill Ruspi recommended that the Town Council look into getting a pedestrian crossing on Rt. 108 across from the shopping center at Maple Knoll Road. Mayor Prats commented that a crosswalk is slated for that location in the plans for the rotary. He noted that the new crosswalk at Rt. 108 and Brink Rd. guides people onto private property where there

Town Of Laytonsville
Town Council Meeting Minutes
8-2-11

is no place to safely stand. There are several issues at that intersection to be addressed and Mayor Prats will be working with the state and county to see about improvements.

Adjournment:

Council member Dave Preusch made the motion to adjourn at 8:45 pm. Council member Josh Pomeroy seconded the motion.. **Unanimously approved.**

Respectfully submitted,

Charlene Dillingham
Clerk
August 2, 2011