

Meeting minutes of Town Council on 4-1-14  
As reviewed, approved, and accepted by the Town Council on May 6, 2014

Mayor Prats called the regular meeting of the Town Council to order at 7:36 p.m. Council Members Jim Ruspi, Josh Pomeroy and Charles Bradsher were present. Council Member Dave Preusch was absent. The Assistant Clerk was present. Three residents were also present. The minutes of the Public Hearing on March 4, 2014 were approved as submitted. The meeting minutes from the Town Council Meeting on March 4, 2014 were approved as submitted with a correction from Elevation C to Elevation D under the NV Home Model Empress.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of February 2014. Total income for the month of February was \$34,528 with \$31,741 coming from Income Tax. Major Expenses for the month of February 2014 were \$2,375 for Legal Fees, \$12,519 for Snow Removal, and \$2,886 for Waste Collection. The Total Expenses for the month of February 2014 was \$19,981. General Net Income for the month of February 2014 was \$14,556. Looking at the Balance Sheet for the month of February 2014, the fund balance for the general fund was \$935,778 for the CIP account, the balance was \$183,642 and the Fixed Assets were \$684,352. The total fund balance for the Town of Laytonsville for February 2014 was \$1,803,773.

The Treasurer reviewed the Profit and Loss Report for the month of March 2014. Total income for the month of March 2014 was \$4,451 with \$3,055 coming from Real Property Taxes. Major Expenses for the month of March 2014 were \$2,300 for Accounting, \$5,593 for Payroll Expenses \$5,190 for Snow Removal and \$2,886 for Waste Collection. The Total Expenses for the month of March 2014 were \$19,481. General Net Income for the month of March 2014 was \$-14,558. Looking at the Balance Sheet for the month of March 2014, the fund balance for the general fund was \$922,077 for the CIP account, the balance was \$184,115 and the Fixed Assets were \$684,352. The total fund balance for the Town of Laytonsville for March 2014 was \$1,790,544.

Council Member Pomeroy made the motion to approve the February Treasurer's report subject to audit. Council Member Bradsher seconded the motion. ***Unanimously approved.***

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Council Member Pomeroy made the motion to approve the March Treasurer's report subject to audit. Council Member Ruspi seconded the motion. *Unanimously approved.*

Committees and Reports

Mayor's Update and Reports

Water Ceremony: Mayor Prats reported that the ceremony celebrating the arrival of water in Laytonsville was held on March 22. Twenty to-thirty people attended. Former Mayor Oland was the honored guest in recognition for his work on the water project. Mayor Prats also stated that there won't be any more updates from WSSC. All access valves were checked and residents can begin hooking up to water. Council Member Pomeroy reported that there was a missing manhole cover on the water meter in front of Boyland Electric. Mayor Prats said that WSSC would have to be notified.

Election Candidates: Mayor Prats announced that Council Member Jim Ruspi and Council Member Charles Bradsher will be running for Council in the election on May 5.

Election Judges: Mayor Prats nominated Mr. Tom Burke, Mrs. Kasha Malghan, Mr. Kevin Mook, Mrs. Jill Ruspi and Mrs. Chris Wilkinson as election judges. Election judges are appointed for a term of one year. Council Member Pomeroy made the motion to approve the appointment of said election judges. Council Member Bradsher seconded the motion. *Unanimously approved.*

Budget Hearing: The budget hearing is scheduled for May 6, 2014.

Bulk Trash Pick-up: Bulk trash pick-up is scheduled for April 28, 2014.

Safety Inspector: The safety inspector for this quarter is Council Member Preusch.

MML Chapter Meeting: The Town of Laytonsville will be hosting the Maryland Municipal League Chapter Meeting, (MML) on April 17, 2014. Dinner is 6:30 p.m. with food catered by The Office. Mayor Prats encouraged Council Members to attend.

MML Conference: Mayor Prats announced that the Maryland Municipal League, (MML), Conference would be held from June 8 to June 11, 2014 in Ocean City,

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Maryland. He encouraged anyone interested in attending to sign up. Mayor Prats along with Council Member Ruspi and Historic Commissioner Jill Ruspi have already signed up to attend.

Public Safety Meeting Town Hall Recommendations: A Public Safety Meeting was held on March 18 at the Town Hall. Dave Gillespie, Commander of the Montgomery County Police, 5<sup>th</sup> District/Germantown and Officer Scott Davis were in attendance. They addressed concerns and answered questions from residents that were in attendance. Even though Laytonsville is a safe community, anything can occur at any time. Mayor Prats stated that perhaps an email system can be built within the town to keep everyone informed. The one that exists in Mobley Farm is a good system that is in place and Mayor Prats encouraged those residents to continue to use it. Council Member Pomeroy stated that the Town Clerk had done a good job in setting up the Town Website and that it is very informative.

Town Parade: Mayor Prats announced that the town will not have a parade this year. He would like to meet with groups that have participated in the parade to discuss new ways of organizing and also the possibility of having co-coordinators for a parade in the future. He went on to say that the parade is a good community event that builds pride in the town.

New Business:

Mayor Prats introduced Ordinance 01-14, an ordinance adopting the town budget for the fiscal year July 1, 2014 through June 30, 2015, levying an ad valorem tax on all assessable property with the Town of Laytonsville and compensation to employees. Discussion will take place at a future meeting.

Special Meeting: A hearing is scheduled for April 22, 2014. Mayor Prats introduced the site plan amendment for Rolling Ridge and stated that at this hearing, CraftMark, the developer for Rolling Ridge will be in attendance to give reasons for the change. They proposed pivoting two home sites by 90 degrees. The developer was encouraged to discuss this change with the Historic District Commission because both lots are adjacent to the Historic District.

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Flash Cam: Council Member Ruspi mentioned that he sent information on the flash cam to all Council Members. He wanted to visit sites where they are in use. Mayor Prats stated that he has been looking into the use of flash cams in other municipalities but hasn't found any as of yet.

Council Member Ruspi and Historic Commissioner Jill Ruspi recently attended John Paul Beller's Eagle Award Ceremony in Mt. Airy. Council Member Ruspi stated that it was a very nice ceremony. He continued to mention that the troop that John Paul Beller belongs to meets at St. John Neuman Church in Gaithersburg and everyone in the troop is home schooled.

On a recent visit to Jones Farm Pond, Council Member Ruspi reported that two exercise stations have been started. Perimeters have been put down and secured.

Council Member Ruspi began the discussion regarding compensation for the Mayor. As the town begins to grow, he stated the amount of time that is needed to take care of Town business is increasing. The time and commitment that has to be given by the Mayor is a lot and many might not want to volunteer so much of their time without compensation. Council Member Pomeroy agreed with Council Member Ruspi and stated that he believes most residents do not know how much time the Mayor puts into the job. Council Member Bradsher stated that the issue of compensating the Mayor was brought up in the past. Other ideas discussed, were hiring a Town Administrator to assist the Mayor or extending base hours for current support staff. Council Member Ruspi stated that the MML, (Maryland Municipal League), has put together information concerning reorganization. Mayor Prats stated that he would look into it and discussion on this matter would continue at the next meeting.

Council Member Pomeroy updated the Council on the lighting project. He stated that the project is moving forward. A permit was submitted to the Historic District Commission. There are a variety of products available. Mayor Prats thanked Council Member Pomeroy for all his work on this project and encouraged him to meet with the Historic District Commission. Mayor Prats also stated that he is looking at the budget for next year and would like to implement some projects around the Town Hall such as lighting, paving or the driveway, landscaping and repair of sheds. The budget will be discussed at the next meeting.

Residents:

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Eric Wenger of 6715 Maple Knoll Drive encouraged Council Member Pomeroy to contact Paul Simonetti regarding the lighting project. He also stated that the sidewalk project is coming along nicely but some repair work is needed at the school parking lot for example. Mayor Prats said he would speak with the Project Manager regarding repair work.

Mayor Prats also reported that the State Highway Administration and the owner of the gas station on Route 108 have come to an agreement and the sidewalks at the intersection on Route 108 and Sundown Road will be redone. Mayor Prats and Infrastructure Advisor Wayne Keeler will walk around Town to inspect the project in the coming weeks.

Council Member Pomeroy inquired as to whether the paving project in front of the fire house has been completed. Mayor Prats said he would check into it because he should be notified.

Jill Ruspi of 7111 Brink Road, asked as to whether the names of the parks in Town would be put on the master plan before it is finalized.

Adjournment: Council Member Pomeroy made a motion to adjourn at 9:43 pm. Council Member Bradsher seconded the motion. *Unanimously approved.*

Respectfully submitted,

Lisa M. Whittington  
Assistant Clerk  
April 1, 2014

**Trash/Recycling Update**

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**When trash and recycling pick-up occur on Monday holidays, the following day, Tuesday, will be the designated pick-up day. The designated holidays follow the county transfer station schedule and will be as follows for 2014:**

**For Monday, May 26, Memorial Day, Pick-up will be May 27**

**For Monday, Sept. 1, Labor Day, Pick-up will be Sept. 2**

**Please continue to separate recycling materials.**

**Please do not put yard waste or mulch out for the regular trash pick-up.**

**Yard waste should be placed in brown bags.**