

Meeting minutes of Town Council on 3-6-12  
As reviewed, approved, and accepted by the Town Council on April 3, 2012

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

The minutes of the Town Council Meeting on February 7, 2012 were approved as submitted. Council Member Bradsher abstained from the vote.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of February, 2012. Total income for the month was \$42,033 with \$13,225 coming from personal property taxes and \$28,097 coming from income taxes. Major expenses for February, 2012 were \$2,831 for Legal, \$2,075 for Snow Removal and \$2,886 for Waste Collection, with total expenses being \$11,860. The total General Fund net income for the month of February, 2012 was \$30,173. Looking at the Balance Sheet for the month of February, 2012 the fund balance for the general fund is \$713,811; for the CIP account, the balance is \$177,388. The total fund balance for the Town of Laytonsville for January 2012 is \$1,396,697.

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

Reports/Committees:

Discussion/Action Items:

WSSC Update: WSSC has provided opportunity for some residents to sign-up for water service. The process of the collection the paperwork for new applications is underway. Construction has begun to clear the site for the water tower and pouring of the foundation will occur in the next few weeks. The plans for the water tank are at Town Hall. Mayor Prats re-emphasized that water service will not be available until the water tower and pumping station are in place.

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By-Pass Scale & Scope Study: Mayors Prats stated that Macris, Hendricks and Glascock had provided an estimate for mapping, surveys and boundary verification of the By-Pass to cost just under \$30,000. At the recent Mayor's Association Meeting, Mayor Prats met with Senator Karen Montgomery to discuss the by-pass. She suggested that the Town tie the impact of the ICC to the need for the by-pass.

Work Session: There will not be a work session on 3/20/12.

Election: The election will be held on May 7, 2012. Citizens may file for candidacy from March 9 through March 23.

Elections Judges: We need additional election judges for the Town election which will be held on May 7. Please contact the Town Hall at 301-869-0042 or send an email to 'clerk@comcast.net' if you are interested.

Parade: The parade will be held on May 19 at 11:30 am. If you would like to help coordinate the parade, please contact Town Hall at 301-869-0042 or send an email to 'clerk@comcast.net'.

Tree Ordinance: Mayor Prats stated that recent issues with trees had identified weaknesses in the Tree Ordinance. The Tree Committee will be asked to bring ideas to the Town Council to revise the Ordinance.

Stadler Nurseries Sub-Division: The Planning Commission has been working with the Preliminary Plan of Sub-Division submitted by Natelli Communities. A public hearing will be March 8. The Planning Commission will then vote to approve or disapprove the plan at a meeting on March 15. The Town Council will approve or disapprove the site plan.

Administrative Assistant to Town Clerk: Mayor Prats stated that as the work load in Town has increased, it has become necessary to provide additional administrative support in the Town Hall. He stated that the Town will be seeking an administrative assistant to work up to 10 hours a week at a rate of \$15/hour. The Council had no objections with moving forward on finding an assistant.

Open Issues:

Outlots for Stadler Nurseries Subdivision: Mayor Prats stated that the Planning Commission asked the Council to make a ruling on whether the Town wanted to take

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possession of Parcel B in the Stadler Nurseries Subdivision. The alternative would be to give possession to the subdivision HOA.

The Council voted to take possession of Parcel B of the Stadler Nurseries Subdivision. Members Bradsher and Pomeroy voted in favor. Member Ruspi opposed. **Approved.**

Contract for Master Plan: Mayor Prats stated that the contract to hire Doug Lohmeyer as a consultant to complete the Comprehensive Plan had been reviewed and approved with some minor changes by Town Attorney Stan Abrams.

Council Member Pomeroy moved to approve the Consultant Contract not to exceed \$12,000. Council Member Ruspi seconded the motion. **Unanimously approved.**

FY 2012-13 Budget: Mayor Prats shared the draft budget for FY2012-13. A budget hearing will take place in April.

Capital Improvement Budget – 2013: Mayor Prats stated that the Town should receive \$25,000 in revenue from the speed cameras. Speed camera revenues must be spent on pedestrian safety issues. Of this amount, \$20,000 would go into the Capital Improvement Budget and \$5,000 would be set aside for maintenance. Capital Improvement Projects would include \$15,000 for improvements to the Town Hall grounds and parking lot, \$20,000 for sidewalks and street lights.

Council:

Council Member Ruspi shared some music that he had recorded of the Mennonite students singing in the Town Hall in January.

Council Member Pomeroy asked about an update to the Sustainable Communities Designation. Mayor Prats responded that the state is meeting with the county to discuss the application and will provide an update when available.

Adjournment:

Council member Josh Pomeroy moved to adjourn at 9:20 pm. Council member Charles Bradsher seconded the motion. **Unanimously approved.**

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Respectfully submitted,

Charlene Dillingham  
Clerk  
March 6, 2012