

Meeting minutes of Town Council on 3-3-2020

As reviewed, approved, and accepted by the Town Council on April 14, 2020

There being a quorum, Mayor James Ruspi called the regular meeting of the Town Council to order at 7:31 p.m. Council Members Charles Bradsher, Tom Burke, Amy Koval and James O' Hair were present. The Treasurer, Clerk and Assistant Clerk were also present as were three residents.

Minutes: The minutes from the Town Council Meeting held on February 4, 2020 were approved as submitted.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of February 2020. Total Income for the month of February was \$9,387 including \$169 from the CIP. The major source of income was \$5,465 from Real Property Taxes. Major Expenses for the month of February were \$3,280 for Snow Removal, \$4,512 for Payroll Expenses and \$3,355 for Waste Collection. Total Expenses for the month of February were \$14,273. Total Net Income for the month of February was -\$4,886. Looking at the Balance Sheet for the month of February 2020, the fund balances for the General Fund was \$1,283,405 and \$202,007 for the CIP account. The total fund balance for the Town of Laytonsville for February 2020 was \$2,388,466 including \$903,054 from Fixed Assets.

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

Committee/Board Reports

Eric Wenger, Planning Commission Chair, said the Planning Commission first quarter meeting will be on March 26, 2020. Chair Wenger said the Planning Commission will be reviewing information received from the State of Maryland and has invited David Post from Macris, Hendricks and Glascock to attend regarding the Town zoning maps.

Old Business

Donation to 9 Districts for Montgomery County: Mayor Ruspi stated the Council approved a resolution in February supporting the efforts of Nine Districts for MoCo.

Mayor Ruspi inquired if the Council would consider making a financial donation to the organization.

Council Member Koval made a motion to donate \$100.00 to 9 Districts for MoCo. Council Member Burke seconded the motion. *Unanimously, approved.*

New Business

Introduce the FY20-21 Budget: Mayor Ruspi introduced the draft FY20-21 budget and shared the timeline for review, comments and approval. Mayor Ruspi noted a public hearing will precede the April Town Council meeting.

2020 Calendar — April, November Meetings: The Council agreed to move the Council meeting in April to April 14, 2020 to avoid a conflict with Spring Break and the Council meeting in November to November 10, 2020 to avoid a conflict with Election Day.

Montgomery Chapter of MML Meeting Hosted by Laytonsville: Mayor Ruspi said Laytonsville will be hosting the Montgomery Chapter of the MML meeting on April 16, 2020 at the Town Hall. Mayor Ruspi encouraged the Council members to attend and asked that they inform the Clerk if they are unable to do so.

Election May 4, 2020: Mayor Ruspi shared information about the Town election for two council member seats scheduled for May 4, 2020 between the hours of 3:00pm and 8:00pm. Mayor Ruspi explained the filing period for interested candidates is from March 6, 2020 through March 20, 2020 at 5:00pm and two additional election judges are needed.

Safety Inspector: Council Member O'Hair will be the Safety Inspector for the second quarter.

Speeding on Warfield Road: Council Member Koval stated a resident on Dwyer Court shared concerns about the speed of traffic on Warfield Road at a recent Homeowners Association meeting. Mayor Ruspi explained that Warfield Road is a county road and said residents may contact 311. There was discussion about speed bumps, speed cameras and the Montgomery County Police Department speed trailer. Mayor Ruspi said he will follow up and encouraged residents to contact 311.

Tax Duplication: Mayor Ruspi shared that the Montgomery Chapter of the Maryland Municipal League has been advocating for tax equity in Montgomery County. Mayor Ruspi said County Executive Elrich reviewed a tax duplication relief form at their February meeting which he stated he plans on presenting to the Montgomery County Council for approval.

Trash Collection: Mayor Ruspi said the Town was notified by the trash and recycling contractor that the days of service were changing effective March 2, 2020. Mayor Ruspi stated the contractor has provided reliable service over the years but has not always increased charges as new residences were added and the Town will need to pay the additional charges.

Coffee with the Candidates: Mayor Ruspi commented that he has scheduled a "Coffee with the Candidates" on Saturday, April 25, 2020 from 10:00a.m. to 12:00p.m. outside The Family Room. Mayor Ruspi invited the continuing Council Members to participate in the event.

Introduce Reforestation Ordinance: Mayor Ruspi stated that each Council Member has been given a draft of the Reforestation Ordinance with the changes denoted which bring it into compliance with requirements from the State. Mayor Ruspi explained a public hearing will be held in April.

Residents Forum:

None

Adjournment: Council Member O' Hair made a motion to adjourn at 8:36pm. Council Member Burke seconded the motion. *Unanimously approved.*

Respectfully submitted,

Joy Jackson
Assistant Clerk
March 3, 2020

Laytonsville Emergency Measures Effective April 1, 2020

In order to safeguard the Laytonsville staff and residents, the Town Council members and I have determined the Town Hall will be closed to the public until Governor Larry Hogan cancels the Maryland State of Emergency.

Specifically, the Town Hall will not be open to the public; however, the public can telephone, email or send USPS letters to the Town. The Staff will continue working on Town matters during normal hours of operation.

Those of you who need to interact with the Town should do so electronically or by USPS. The Town's phone number is 301 869-0042.

Trash/Recycling Update — Effective March 2, 2020

Household waste will be picked up twice a week on Tuesdays and Fridays. When trash pick-up occurs on a Tuesday or Friday holiday, the pick-up will be on the following Tuesday or Friday.

Recyclables including mixed paper will be picked up from the curb once a week on Thursdays. When recycling pick-up occurs on a Thursday holiday, the following day, Friday, will be the designated pick up day. In order to be picked up, mixed paper recyclable materials must be separated from other recyclable materials.

Yard trimmings will be picked up at the curb once a week on Mondays. When yard trim pick-up occurs on a Monday holiday, the pick-up will be on the following Monday. Please do not put yard trimmings out for the regular trash pick-up. Yard trimmings should be placed in brown bags.

The designated holidays follow the county transfer station schedule and when the transfer station is closed there will be no pick-up of trash, recycling materials or yard trimmings.

- **For Monday, May 25, 2020 Memorial Day — Yard trimmings will be picked up on Monday, June 1, 2020**
- **For Monday, September 7, 2020 Labor Day — Yard trimmings will be picked up on Monday, September 14, 2020**
- **For Thursday, November 26, 2020 Thanksgiving Day — Recyclables will be picked up on Friday, November 27, 2020**

Place all trash, recycling materials and yard trimmings at the curb no later than 7:00a.m.