

Meeting minutes of Town Council on 4-5-16  
As reviewed, approved, and accepted by the Town Council on May 3, 2016

Mayor Prats called the regular meeting of the Town Council to order at 7:35 p.m. Council Members David Preusch, Jim Ruspi, Charles Bradsher and Larry Halvoson were present. The Treasurer, Clerk and Assistant Clerk were present. Three residents were also present.

Cole Schneider of Boy Scout Troop 1323 addressed the Council regarding his Eagle Scout Project. He proposes to build a Little Free Library. He showed pictures of existing Little Free Libraries, gave background information and talked about materials that are used to construct them. Discussion as to where it should be located followed. He also stated that he would lead the building of it, organize the book drive to start it and the troop would maintain it.

Regarding cost, estimates ranged from \$150 to \$300 in addition to a registration fee of approximately \$40 to \$50. Mayor Prats mentioned that there is a resident who is interested in donating funds to the project and he encouraged Cole to contact him. Mayor Prats also encouraged Cole to develop his proposal, work with Council Member Bradsher and then present it to the Council for approval.

The minutes of the Town Council meeting on March 1, 2016 were approved as submitted.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of February 2016. Total income for the month of February was \$3,914 with \$1,150 coming from Permits and Fees, \$1,538 coming from Real Property Taxes. In the CIP Fund \$35 was received from Interest Income. Major Expenses for the month of February 2016 were \$2,417 for Payroll Expenses, \$12,735 for Snow Removal and \$2,886 for Waste Collection. The Total Expenses for the month of February 2016 were \$20,211. General Net Income for the month of February 2016 was \$-16,297. Looking at the Balance Sheet for the month of February 2016, the fund balance for the general fund was \$1,047,183 for the CIP account, the balance was \$164,845 and the Fixed Assets were \$684,352. The total fund balance for the Town of Laytonsville for February 2016 was \$1,896,381.

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

The Treasurer reviewed the Profit and Loss Report for the month of March 2016. Total income for the month of March 2016 was \$86,594 with \$3,712 coming from Admissions Tax, \$79,323 coming from Income Tax. In the CIP Fund \$42 was received from Interest Income and \$543 was received from Highway Income. Major Expenses for the month of March 2016 were \$6,965 for Repairs and Maintenance, \$5,296 for Payroll Expenses and \$2,886 for Waste Collection. The Total Expenses for the month of March 2016 were \$19,624. General Net Income for the month of March 2016 was \$66,970. Looking at the Balance Sheet for the month of March 2016, the fund balance for the general fund was \$1,114,853 for the CIP account, the balance was \$165,429 and the Fixed Assets were \$684,352. The total fund balance for the Town of Laytonsville for March 2016 was \$1,964,634.

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

Committees and Reports

Mayor's Update and Reports:

Reinvesting Funds in CD's: Treasurer Chris Wilkinson presented a rate sheet from Damascus Bank to the Town Council which included interest rates and annual percentage yields for CD's. Mayor Prats stated that CD's are federally insured and it is standard practice in most towns to invest money in CD's. Council Member Ruspi made the motion to approve the re-investment of 200K in a 24 month CD and 200K in a 60 month CD with Damascus Bank. Council Member Bradsher seconded the motion. ***Unanimously approved.***

Construction Update: Mayor Prats reported that houses are going up fast. There are a number of permits issued. The Historic District Commission has approved a majority of the models for Brink Road. The second phase of the settlement ponds has begun. It was also mentioned that traffic control needs to be addressed on Warfield Road.

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Safety Inspector: It was noted that the Safety Inspector for the second quarter is Council Member Jim Ruspi.

Bulk Trash: The bulk trash pick-up is scheduled for April 11.

Town Election: Two candidates are running unopposed. They are Council Members Charles Bradsher and Jim Ruspi. The election is May 2 from 3 to 8 pm.

Mobley Farm Lights: Mayor Prats stated that he will get the cut sheets for replacing the lamp posts at Mobley Farm Drive. The lamp heads will likely be the same as before with LED lights. The existing lamp heads can be used in the Town Hall parking lot.

Income Tax: Mayor Prats stated that the Town will not be paying any money back to the state until he receives updated information. He also stated that if money is owed, it would not be paid back until the Wynne case is settled.

Wynne reimbursements: The Town will have quarterly payments of under \$200 for five years.

Work Session: There was no work session scheduled.

Old Business:

New Business:

Appointment of Election Judges: Council Member Halvorson made a motion to approve Leah Cecere, Tom Burke, Mary Burke, Jill Ruspi and Sheree Wenger as election judges for the upcoming election on May 2. Council Member Preusch seconded the motion.  
***Unanimously approved.***

Introduce FY 17 Budget introductions ; proposed tax rates: A hearing to discuss the Budget for the 2016-2017 fiscal year and the proposed tax rates on all accessible property within the Town of Laytonsville will be held on Tuesday, May 3 at 7:30 p.m.

Goshen maintenance contract: Mayor Prats received the annual maintenance contract from Goshen Enterprises for: mowing and blowing side streets and Rolling Ridge, for

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mowing, blowing, trimming, weeding and spring clean up on garden areas at the Town Hall, mowing Miller lot on 2<sup>nd</sup> Street, edging of sidewalks along Brink Road, Rolling Ridge Lane, Sundown Road and Rt. 108, mowing and trimming path along exercise stations at Jones Farm, applying snapshot before mulching and mulch application to street trees along Brink Road and Rolling Ridge Lane. Council Member Ruspi made the motion to accept the annual maintenance contract submitted by Goshen Enterprises. Council Member Preusch seconded the motion. *Unanimously approved.*

Council Forum:

Council Member Jim Ruspi noted that there is a lot for sale on Rt. 108. It was mentioned that the owner wants to develop it.

Flags will be put up in the Town in May, a few days before the parade.

Mayor Prats mentioned that Council Member Jim Ruspi and Historic Commission Member Jill Ruspi will be attending the MML Conference in June.

A date as to when the paving of the path along the future by-pass will be forthcoming.

Council Member Ruspi mentioned that the Montgomery Chapter of the MML will be meeting at the Town Hall on April 21 at 6:30 p.m. The meeting has been held at the Town Hall for the last 3 years, it is a nice event and he is looking forward to it.

Residents: William Duvall of 21612 2<sup>nd</sup> Street addressed the Council regarding milling and paving that is scheduled to occur on Sundown and Brink Roads.

He also reported that there is an abandoned car on 2<sup>nd</sup> Street with expired tags. He stated that he already notified the police but they haven't taken care of it.

Regarding Miller Park, he reported that many of the azalea bushes are dead and he is concerned that no one is taking care of it.

Mayor Prats said that he would look into it, address the abandoned vehicle issue and he stated that the state is planning on patching Sundown Rd.

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Adjournment: Council Member Ruspi made a motion to adjourn at 8:47 pm. Council Member Halverson seconded the motion. *Unanimously approved.*

Respectfully submitted,

Lisa M. Whittington  
Assistant Clerk  
April 5, 2016

**Trash/Recycling Update**

**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 2016:**

**For Monday, May 30, Memorial Day – Pick up will be May 31**

**For Monday, July 4, Independence Day, Pick-up will be July 5**

**For Monday, September 5, Labor Day, Pick-up will be September 6**

**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.**

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**ATTN HISTORIC DISTRICT RESIDENTS:** Exterior home repairs may qualify for Montgomery County tax credits. For more information contact the Historic District Commission.