

Meeting minutes of Town Council on 6-5-18
As reviewed, approved, and accepted by the Town Council on July 10, 2018

There being a quorum, Mayor Jim Ruspi called the regular meeting of the Town Council to order at 7:43 p.m. Council Members Charles Bradsher, Tom Burke, and Paul Simonetti were present. The Treasurer, Clerk and Assistant Clerk were also present as were four residents and three guests.

Minutes: The minutes from Town Council Meeting that was held on May 1, 2018 were approved as submitted.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of May 2018. Total Income for the month of May was \$25,248 with \$1,246 coming from Interest Income and \$1,058 coming from Permits and Fees and \$21,256 coming from Income Taxes. Major Expenses for the month of May were \$3,433 for Payroll, \$4,839 for Grounds Maintenance and \$3,133 for Waste Collection. Total expenses for the month of May were \$19,352. General Net Income for the month of May was \$5,897. Looking at the Balance Sheet for the month of May 2018, the fund balances for the general fund was \$1,129,694 for the CIP account, the balance was \$157,708 and the fixed assets were \$903,054. The total fund balance for the Town of Laytonsville for May 2018 was \$2,190,457.

Council Member Burke inquired about the fee for snow removal. The Treasurer explained the bill was recently received for services previously rendered.

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

Committee/Board Reports

Planning Commission: Eric Wenger, Chair, reported that the Planning Commission will be meeting with David Post of Macris, Hendricks and Glascock on June 14, 2018 to review the Town Zoning Map. He stated the map needs to be updated to accurately reflect the current annexation and zoning.

Old Business

Election Results: Mayor Ruspi congratulated Council Members Bradsher and O'Hair who ran unopposed in May and were elected for a two year term.

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The Greater Olney News: The Mayor and Council reviewed the details and costs associated with advertising in The Greater Olney News. The Council discussed the benefits of promoting Town events and supporting a local newspaper. Mayor Ruspi said the Town Picnic is the next event that could be publicized and this will be discussed at a later Council Meeting.

Parade Cancelled: The Mayor reported the parade scheduled for May 19th was cancelled due to the weather. He said the Lions Club Parade Committee estimated 60% of the participants would not participate if it rains. Safety is a priority and road closure planning begins in January.

New Business

Appointments: Mayor Ruspi presented the following slate of appointments

- i. Historic District Commission Appointments – Michele Shortley, Susan Philips, Andy Drouliskos, Jill Ruspi
- ii. Planning Commission Appointments – Brenden Deyo, Mark Frankowski, Obed Pelligrino, Tim Shortley
- iii. BOA Appointments – Jake Cecere, Mike Ryan, Ed Kerns, Eva Ols
- iv. Council Vice-President: Jim O’Hair
- v. Legal Counsel – Victoria Shearer
- vi. Engineer – Macris, Hendricks and Glascock and Pennoni Associates
- vii. Audit Firm – Lindsey and Associates
- viii. Clerk – Charlene Dillingham
- ix. Assistant Clerk – Joy Jackson
- x. Treasurer – Christine Wilkinson
- xi. Code Enforcement Officer – Mike Ryan
- xii. Reforestation Consultant – Benning & Associates
- xiii. Town Planner – Montgomery Consulting
- xiv. Tree Committee – Rod Fisher, Paul Foster, Eric Wenger, Rich Potcner

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Council Member Simonetti made a motion to accept the appointments as presented. Council Member Bradsher seconded the motion. *Unanimously approved.*

Site Plan – Laytonsville Grove: Wayne and Judy Keeler appeared before the Council with a site plan for the home they are planning to construct on lot 3 in the Laytonsville Grove Subdivision. Mayor Ruspi explained that Laytonsville Grove has a Home Owners Association (HOA) which is currently managed and controlled by Lennar until homes are built and residents move in. Mr. Keeler presented a letter of approval from the HOA. There was discussion about storm water management and septic system capacity. Resident Eric Wenger of 6715 Maple Knoll Drive addressed the Council. He stated that he is familiar with the Keeler’s plans and they meet with Section 108 of the Town zoning for a guest house as a permitted use. Council Member Burke made a motion to approve the design of Wayne and Judy Keeler’s house as presented. Council Member Bradsher seconded the motion. *Unanimously approved.*

Laytonsville Elementary School Principal – Donna Sagona: Mayor Ruspi stated that Donna Sagona, Principal, Laytonsville Elementary School is retiring at the end of the month. He said that he has heard lots of positive things about her and all of his experiences at the school have been incredible.

July Meeting Date: The Town Council Meeting for the month of July is being moved to July 10th.

Street Light – Mobley Farm Drive: A street light on Mobley Farm Drive was hit by a resident and is in the process of being repaired. The insurance company has been contacted.

Town Hall Maintenance: A small roof leak around a vent pipe has been reported as well as an electrical supply problem to a room on the second floor. Estimates and repairs are being obtained.

Maryland Municipal Banner Town: Mayor Ruspi stated the Town of Laytonsville has been recognized as a Banner Town by the Maryland Municipal League (MML). He thanked everyone for their support and said we all accomplished this. The Mayor said that he will be attending the MML Convention next week.

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Work Session : No work session is scheduled.

Residents Forum: Nothing to report.

Adjournment: Council Member Burke made a motion to adjourn at 8:50pm. Council Member Bradsher seconded the motion. *Unanimously approved.*

Respectfully submitted,

Joy Jackson
Assistant Clerk
June 5, 2018

Trash/Recycling Update

When trash and recycling pick-up occur on Monday or Thursday holidays, the following day, Tuesday or Friday, will be the designated pick-up day. The designated holidays follow the county transfer station schedule and will be as follows for 2018:

For Monday, September 3, 2018 Labor Day – Pick up will be September 4

For Thursday, November 22, 2018 Thanksgiving – Pick up will be November 23

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.