Meeting minutes of Town Council on 9-7-2021

As reviewed, approved, and accepted by the Town Council on October 5, 2021

There being a quorum, Mayor James Ruspi called the regular meeting of the Town Council to order at 7:30p.m. The meeting was held using video conferencing. Council Members Charles Bradsher, Tom Burke, Amy Koval and James O' Hair were present. The Treasurer and Assistant Clerk were also present as were three residents and two guests.

Minutes: The minutes from the Town Council Meeting held on August 3, 2021, were approved as submitted.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of August 2021. Total Income for the month of August was $145,649 including the CIP. The major sources of income were $140,594 from Miscellaneous Income of which $140,588 is from ARPA funds and $2,279 from Real Property Taxes. Major Expenses for the month of August were $4,823 for Payroll Expenses, $6,662 for Grounds Maintenance and $5,801 for Waste Collection. Total expenses for the month of August were $161,967. The ARPA funds of $140,588 were transferred to a separate account. Total Net Income for the month of August was -$16,318. Looking at the Balance Sheet for the month of August 2021, the fund balances for the General Fund was $1,410,718 and $216,323 for the CIP account. The total fund balance for the Town of Laytonsville for August 2021 was $2,530,096 including $903,054 from Fixed Assets.

Council Member Koval made a motion to approve the August Treasurer's report subject to audit. Council Member O’Hair seconded the motion. ***Unanimously approved.***

Committee/Board Reports

Mayor Ruspi stated he and Jill Ruspi will be attending the Maryland Municipal League Fall Conference on October 10-12, 2021. Additionally, Mayor Ruspi contacted Steve Pullam, Inspector, with the Stormwater Facility Maintenance Program regarding the water level at Jones Farm Pond. Mr. Pullam has agreed to inspect the pipe and will notify Mayor Ruspi of his findings.

Eric Wenger, Planning Commission Chair, said the Planning Commission will meet on September 23, 2021, at 7:30p.m. The meeting will be held virtually, and the Commission will be discussing the potential for bringing additional public works to the Town.

Laytonsville Lions Club Update: Dr. James Flood and Mr. Charles Kearse from the Laytonsville Lions Club shared information about ways the Club has provided support to individuals and families impacted by the pandemic, the activities they sponsor and support and the status of the proposed community center. Upcoming events are:

Golf Tournament    September 27

Community Shredding    October 23

Halloween Party    October 30

Citrus Fruit Sale     Ongoing through the fall

Tree Lighting      December 3

Parade        May 21, 2022

Council Member O’Hair made a motion for the Town to serve as a luncheon and tee sponsor for the Laytonsville Lions Club Foundation Golf Tournament for a total of $900.00. Council Member Koval seconded the motion. ***Unanimously approved.***

Old Business

American Rescue Plan Act (ARPA)Update: Council Member Koval and Council Member Burke shared information regarding questions each has submitted to the State to determine the eligibility of potential projects. There was discussion about the possibility of supporting the development of the Laytonsville Lions Club Community Center as relates to a possible emergency shelter and a safe place for people to gather and communicate. Mayor Ruspi shared that he has spoken with the mayor of another local jurisdiction regarding uses for the funds and that there are two more seminars next week. Mayor Ruspi thanked Council Members Koval and Burke for their work.

New Business

Town Council Nominations: Mayor Ruspi asked each Council Member if they had a nomination for someone to fill the vacancy as James O’Hair’s resignation is effective at the end of tonight’s meeting. Council Member O’Hair nominated David Preusch. There were no other nominations. Mayor Ruspi asked Mr. Preusch to address the Council. Mr. Preusch said he knows most Council Members and that he served on the Council in the past. Mr. Preusch shared that he is a civil engineer, has lived in Laytonsville for 30 years, and is a steward of the environment.

Council Member Burke made a motion to appoint David Preusch to serve the remaining term of Council Member O’Hair effective at the end of this Town Council meeting. Council Member Koval seconded the motion. ***Unanimously approved.***

Work Session ARP: There will be a Work Session on October 19, 2021, regarding the American Rescue Plan Act. The meeting will be held virtually.

Miller Park Path Refresh: Mayor Ruspi asked Eric Wenger to look at the condition of the wood chip trail and report on what maintenance may be necessary. Eric Wenger reported that the path appears to be well-used and while it is not too bad there are some areas that would benefit from some refreshing and some weeds may need to be treated throughout the year. Mr. Wenger said there are a number of invasive trees and a fewer number of specimen trees along the path. Mayor Ruspi requested that Mr. Wenger prepare a proposal which he will send to the Council for review.

Pressure Wash (Goshen Enterprises) and Stain and Seal (Androp Painting) Wooden Structures at Jones Farm Park and Pond: Mayor Ruspi said the wooden structures at Jones Farm Park and Pond need to be cleaned, sealed.

Council Member Burke made a motion to approve the proposal from Goshen Enterprises to pressure wash and the estimate from Androp Painting to stain, seal and mulch as needed the wooden structures at Jones Farm Park and Pond. Council Member O’Hair seconded the motion. ***Unanimously approved.***

Request for Payment Approval for Miller Park Design from Johnson’s Landscaping: Jill Ruspi, Parks and Trails Task Force Chair, explained the purpose in obtaining a master plan for Miller Park and the steps the Parks and Trails Task Force has taken to this point.

Council Member O’Hair made a motion to approve the design fee agreement from Johnson’s Landscaping Service, Inc. Council Member Koval seconded the motion. ***Unanimously approved.***

Residents Forum

None

Adjournment: Council Member Burke made a motion to adjourn at 9:10p.m. Council Member O’Hair seconded the motion. ***Unanimously approved.***

Respectfully submitted,

Joy Jackson  
Assistant Clerk   
September 7, 2021