Meeting minutes of Town Council on 3-2-2021

As reviewed, approved, and accepted by the Town Council on April 6, 2021

There being a quorum, Council Vice President Koval called the regular meeting of the Town Council to order at 7:59p.m. The meeting was held using video conferencing. Council Members Charles Bradsher, Tom Burke, and James O' Hair were present. The Treasurer, Clerk and Assistant Clerk were also present as were three residents and one guest.

Minutes: The minutes from the Town Council Meeting held on February 2, 2021 were approved as submitted. The minutes from the Work Session held on February 23, 2021 were approved as submitted.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of February 2021. Total Income for the month of February was $16,967 including the CIP. The major source of income was $11,599 from Miscellaneous and $4,324 from Real Property Taxes. Major Expenses for the month of February were $5,450 for Legal, $8,025 for Snow Removal and $5,579 for Waste Collection. Total expenses for the month of February were $23,382. Total Net Income for the month of February was -$6,415 including $16 from the CIP. Looking at the Balance Sheet for the month of February 2021, the fund balances for the General Fund was $1,363,480 and $208,209 for the CIP account. The total fund balance for the Town of Laytonsville for February 2021 was $2,474,743 including $903,054 from Fixed Assets.

Treasurer Wilkinson provided an update on the current snow removal costs up to and including February 14, 2021 of $18,930.

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

Committee/Board Reports

Charles Hendricks, Historic District Commission Chair, reported the Historic District Commission met virtually on February 15, 2021 and on February 25, 2021 and that both meetings focused on the plans submitted for construction of a new home on Lot 5 in the Rolling Ridge subdivision.

Old Business

Restocking of Jones Farm Pond: Council Vice President Koval said Jones Farm Pond should be restocked in early April and is estimated to cost $1,000.00.

COVID Reimbursement: The reimbursement from Montgomery County for COVID-19 expenses has been received in the amount of $8,943.37.

New Business

Decision on Lot 5 in Rolling Ridge: Council Member O’Hair made a motion to approve the revised site development plans, as submitted, for Lot 5 in the Rolling Ridge subdivision. Council Member Burke seconded the motion. ***Unanimously approved.***

Miller Park Grant Update: Mayor Ruspi is working with Senator Zucker to apply for a capital grant in the amount of $20,000 for Miller Park.

Election Notice: The Town election for Mayor and two council member seats is scheduled for May 3, 2021 between the hours of 3:00p.m. and 8:00p.m. The filing period for interested candidates is from March 5, 2021 through March 19, 2021 at 5:00p.m.

Safety Inspection Discussion: Updates to the Safety Inspection form have been made and there was discussion about the possibility of assigning half of the inspection to two council members each quarter.

Landscaping at the Roundabout: Mayor Ruspi obtained a proposal for landscaping around the Town sign at the roundabout for $700.00.

Council Member Burke made a motion to approve the proposal for landscaping at the roundabout. Council Member O’Hair seconded the motion. ***Unanimously approved.***

Residents Forum

Charles Hendricks, 7011 Brink Road, said there were a couple of areas of potential concern on the trail from Miller Park to Barberry Lane including a three to four-foot section which was covered with water after the snow melted. Mr. Hendricks said he will be sharing this information with the Parks and Trails Task Force.

Jill Ruspi, 7111 Brink Road, said it was anticipated that some maintenance would be necessary when the trail from Miller Park to Barberry Lane was installed and that as the Chair of the Parks and Trails Task Force she has contacted Maryland-National Capital Park and Planning Commission regarding the trail from Birdie Lane to the edge of Sundown Road Park.

Adjournment: Council Member O’Hair made a motion to adjourn at 8:32p.m. Council Member Burke seconded the motion. ***Unanimously approved.***

Respectfully submitted,

Joy Jackson  
Assistant Clerk   
March 2, 2021

**Election Judges Needed – if you would like to serve as an election judge for the town election on Monday, May 3, 2021 – please contact the Town Hall at 301-869-0042.**

February 10, 2021 

On March 13, 2020, the Town of Laytonsville Town Hall was closed because of the Covid-19 virus crisis.  Like most people we thought that this would only last for a short time.  Nearly a year has gone by and the fear of getting sick has grown.  Now that there are 2 or 3 vaccines being used within the United States, the urgency has shifted from concern about getting sick to the length of time it will take to receive our vaccine shots.

I am proud of the exceptional service that our staff has continuously provided to our citizens.  Beginning in April 2020, we utilized Zoom to reach our Council, staff and residents during this time of distancing.  It would be reasonable to expect virtual Town meetings to continue for several months.  Although we miss the opportunity to meet “face-to-face” our Town Staff have adopted procedures which continue to allow prompt processing of Town business.  In fact, utilizing the Internet has actually improved the Town’s response time when handling some items.

Thank you for being considerate and for your patience.  Please check the Town’s webpage for activities and information.  The Town is using Zoom to meet and to discuss business each month.  The public is welcome to join any of our virtual meetings.  Our webpage has a calendar of meetings as well as the URL to use in joining the meetings.

Do not forget that if you need to contact the Town Hall, you can call on 301-869-0042 and leave a voice message.  You will be contacted very soon.  If you would like to use email, you can reach the Town Clerk at  [clerk@comcast.net](mailto:clerk@comcast.net" \t "_blank).

Stay well and continue to check our website for updates.

Jim Ruspi, Mayor

Town of Laytonsville

***Trash/Recycling Update***

**Place all trash, recycling materials and yard trimmings at the curb no later than 7:00a.m.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 on Mondays from April through November.** 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.

* **Memorial Day, Monday, May 31, 2021**

No service on Monday, May 31st

Yard waste will be picked up on Tuesday, June 1st, along with the trash

* **Labor Day, Monday, September 6, 2021**

No service on Monday, September 6th

Yard waste will be picked up on Tuesday, September 7th, along with the trash

* **Veterans Day, Thursday, November 11, 2021**

No service on Thursday, November 11th

Recycles will be picked up on Friday, November 12th, along with the trash

* **Thanksgiving Day, Thursday, November 25, 2021**

No service on Thursday, November 25th

Recycles will be picked up on Friday, November 26th, along with the trash