

Meeting minutes of Town Council on 2-1-11  
As reviewed, approved, and accepted by the Town Council on March 1, 2011

Mayor Oland called the regular Town Council meeting to order at 7:30 p.m. Council Members Jim Ruspi, Charles Bradsher, and Dan Prats were present. The Clerk and Treasurer were present. There were three citizens present.

The minutes of the Town Council Meeting on January 4, 2011 were approved as submitted and amended.

Treasurer's Report: Chris Wilkinson reviewed the Profit and Loss Report for the month of January, 2011: total General Fund income for the month of January was \$24,518. Real property tax in the amount of \$22,576 and Highway income of \$239 brought the total income to \$24,757. Major expenses for January, 2011 were \$3,249 for Legal fees and \$5,299 for Snow Removal with total expenses for January totaling \$16,965. Total General Fund net income for the month of January, 2011 was \$7,792. Looking at the Balance Sheet for the month of January, 2011 the fund balance for the general fund is \$555,666; for the CIP account, the balance is \$179,336; and the balance for the fixed assets fund is \$505,497. The total fund balance for the Town of Laytonsville for the month of January, 2011 is \$1,240,500.

Council Member Dan Prats made the motion to approve the Treasurer's Report for the month of January, 2011 subject to audit. Council Member Charles Bradsher seconded. **Unanimously approved.**

Discussion/Action Items:

Ordinance to Prohibit Unsafe Sidewalk Conditions Following Snow/Ice Events: Mayor Oland recommended that this issue be closed at this time but needs to be addressed in the future. Council Member Prats has been looking into this issue and agreed that it should be put to rest for now but continue to be studied.

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Budget: Mayor Oland handed out the preliminary town budget for 2011-2012. A public hearing to introduce the proposed budgets will be held on March 1. Mayor Oland commented that \$15,000 will be transferred to the CIP account for repair of the sidewalks. He also commented that it included a 6% pay increase for the staff.

Sidewalks: Mayor Oland commented that it would not be prudent to repair the Rt. 108 sidewalks with upcoming WSSC construction. They are not unsafe and can be done at a later date. When the weather is more favorable, the cold patch will need to be redone. Council Member Prats suggested that the focus should be on Sundown Road sidewalks. Mayor Oland commented that Sundown Road sidewalks could be worked on beginning in July when the funds are available. Material from Paul Foster regarding trees was handed out for review. It recommends planting utility trees (small trees suitable for planting on street or residential areas) in between existing trees, and then replacing existing trees when utility trees have grown. A list of utility trees was distributed. Channeling the tree roots was also brought up as another means of minimizing sidewalk lifting problems.

Comprehensive Plan: Council Member Preusch was absent so there was not an update on the Comprehensive Plan.

Planning Commission: Mayor Oland commented that the Planning Commission and amendments to the zoning code would most likely be approved in June.

Once appointed, the Planning Commission members will have to take the MD Department of Planning course. Charlene Dillingham will send the information to each member.

Work Session: There will not be a work session on 2/15/11.

WSSC: February update shows pre-bid opening for transmission main, distribution system & flow control valve vault to begin 2/3/11 and bid opening on 2/22/11. Bid-ready contract documents are expected to be forwarded to WSSC Acquisition Office for bid on 2/11/11 for both the water pumping station and water storage facility.

Memorial Garden: Mike White has submitted a proposal to create a memorial garden on the Miller lots in memory of his grandfather, George Harding. The proposal and drawing of the area was distributed for review. Mike White is on the agenda for March.

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Actions:

Council Member Dan Prats made the motion to close the record on the Ordinance to Prohibit Unsafe Sidewalk Conditions Following Snow/Ice Events. Mayor Oland seconded the motion. **Unanimously approved.**

Mayor Oland made the motion to disapprove the Ordinance to Prohibit Unsafe Sidewalk Conditions Following Snow/Ice Events. Council Member Prats seconded the motion. **Unanimously approved.**

Council:

Goshen Mennonite Church: Council Member Jim Ruspi commented on the Mennonite Church clean-up at the Town Hall on Saturday, 1/15. It was a very nice event and they did a wonderful job. Following the clean-up, everyone went to the White's house to enjoy their beautiful singing.

Picnic DVD – Council Member Ruspi reported that he had viewed the Town Picnic DVD prepared by David Galt. Mr. Galt did a very professional job in preparing this DVD. Copies are available.

Energy Grant: Council Member Prats reported that the Energy Grant (EECBG) is moving forward to provide for insulation of the Town Hall attic and basement to reduce heat loss. Council Member Prats suggested that we should budget for the up front costs of these improvements in the 2011-2012 budget.

Citizens:

Sheree Wenger reported that the sand trucks had dumped a lot of sand on Rt. 108 and Maple Knoll Rd. creating a pile across the road like a speed bump.

Council Member Bradsher made the motion to adjourn. Mayor Oland seconded. **Unanimously approved.** Meeting was adjourned at 8:10 pm.

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Respectfully submitted,

Charlene Dillingham  
Clerk  
February 1, 2011

**REMINDER: The Laytonsville community parade will be May 21, 2011. Students who are interested in helping may earn SSL hours. Please contact Charlene Dillingham at 301-869-0042 if you are interested.**