

Meeting minutes of Town Council on 11-3-15  
As reviewed, approved, and accepted by the Town Council on December 1, 2015

Mayor Prats called the regular meeting of the Town Council to order at 7:30 p.m. Council Members David Preusch, Jim Ruspi, Charles Bradsher and Larry Halvorson were present. The Treasurer, Clerk and Assistant Clerk were present as were three residents.

The minutes of the Town Council meeting on October 6, 2015 were approved as submitted.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of October 2015. Total Income for the month of October was \$52,767 with \$4,723 coming from Income Tax, \$37,655 coming from Real Property Taxes. In the CIP Fund, \$9 was received from Interest Income and \$8,958 was received from Highway Income. Major expenses for the month of October 2015 were \$3,914 for Payroll Expenses, \$2,055 for Grounds Maintenance, \$2,886 for Waste Collection and \$3,822 for Picnic Donation Distribution. Total Expenses for the month of October 2015 were \$16,519. General Net Income for the month of October 2015 was \$27,281. Total Net Income for the month of October 2015 was \$36,248. Looking at the Balance Sheet for the month of October 2015, the fund balance for the general fund was \$1,064,390, for the CIP account, the balance was \$207,756 and the Fixed Assets were \$684,352. The total fund balance for the Town of Laytonsville for October 2015 was \$1,956,498.

Council Member Ruspi made the motion to approve the Treasurer's Report for the month of October 2015 subject to audit. Council Member Bradsher seconded the motion.  
*Unanimously approved.*

Committees and Board Reports

Mayor's Update and Reports:

Construction Update: Mayor Prats reported that more work was being done off of Brink Road on White House Lane. There is a contract on one lot in that area. Once Verizon completes connecting wires, the streetscape and sidewalks can be done.

Work session: None scheduled.

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Gas Station Update: Mayor Prats said that he met with the gas station owners and their legal representative. They have been notified that the gas station must be up and running by December 6.

Sign Ordinance Updating: Mayor Prats stated that a new sign ordinance needs to be developed. As of now, the town can only regulate the size of the sign, not what it says.

Sidewalk Liability: Mayor Prats stated that an Appellate court ruled that liability for keeping sidewalks clear is the Town's.

Annexation update: Mayor Prats reported that he had met with Consultant Doug Lohmeyer, Brian Kline of J.B. Kline Landscaping and Lawn Maintenance and Shannon Allcock from Shanco. There is progress on getting the paperwork together for the future annexation of both properties into the Town.

MML Conference Update: Mayor Prats attended the MML Conference in Cambridge, Maryland. A number of topics were discussed including the demise of local newspapers. A newspaper called the Greater Olney News has replaced the Gazette. A concern that the League has is that an increase in highway user revenue funding may be offset by cuts to program open space funding. Other issues discussed were body cameras for police officers which was supported unless it was mandated for municipalities and double taxation in which some municipalities could make arrangements with their counties. Another topic was foreclosures and how recordation could be quicker. Mayor Prats moderated The Open Meeting Session at the conference. He thanked former Mayor Oland for setting up open meeting regulations for the Town.

Old Business

New Business:

Lot 10 Model Approval: Mr. Matt Honacki of NV Homes addressed the Council regarding the Empress 2 Model, Elevation D for Lot 10. It is one of three lots that doesn't abut to the Historic District. Council Member Preusch made the motion to approve Elevation D for the Empress 2 Model for Phase 3 on Lot 10. Council Member Halvorson seconded the motion. ***Unanimously approved.***

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Mobley Farm Paving: Mayor Prats stated that he received 3 estimates from A.B. Viers and Sons Paving Company for the paving of Mobley Farm Drive. Infrastructure Advisor, Wayne Keeler addressed the Council and gave background information on the company who had recently paved the LDVFD parking lot. He reported that the job would be completed by Thanksgiving. Anyone interested in having their driveway resurfaced could do so. Council Member Ruspi made a motion to accept A.B. Viers bid for Option 1, which was to install 2” asphalt overlay to the street plus 2 days of traffic control for a cost of \$46728. Council Member Preusch seconded the motion. ***Unanimously approved.***

Town Hall Paving: The estimate from A.B. Viers for excavating the grass/topsoil at expansion areas, remove concrete slab, haul debris, finegrade existing millings and remove excess millings, install 2.5 base asphalt, apply tack coat and install 1.5” asphalt surface to new base and remaining concrete slab and line strip the Town Hall parking lot was received by the Mayor. Infrastructure Advisor, Wayne Keeler stated that the job would take 4 days to complete. A question about lighting in the Town Hall parking lot was addressed. It was discussed that PVC pipe could be laid before the parking lot was paved. Council Member Ruspi made the motion to approve the quote of paving the Town Hall parking lot as proposed at a cost of \$26498. Council Member Halvorson seconded the motion. ***Unanimously approved*** with Council Member Preusch abstaining.

Path Paving: Mayor Prats received an estimate from A.B. Viers for paving the pathway at the pond. After a lengthy discussion about the inaccessibility to the pond now and thoughts of creating a trail on land slated to be used for the bypass, Infrastructure Advisor, Wayne Keeler stated that the current estimate could be amended and a new price given. He said that due to the cold temperatures, the job wouldn’t be able to be completed until Spring of 2016. A new estimate would be drawn up and presented at the December Town Council Meeting.

Snow Removal Contract: Mayor Prats stated that the contract from J.B. Kline for snow removal remains the same as last year with the addition of the removal of snow from the sidewalk along Warfield Road and from the front and rear entrance of the Town Hall. The developer is responsible for snow removal from the new roads that are constructed at this time. Council Member Halvorson made a motion to approve the 2015-2016 Snow Removal Contract from J.B.Kline. Council Member Preusch seconded the motion. ***Unanimously approved.***

Council Forum:

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Residents Forum: Jill Ruspi of 7111 Brink Road stated that she felt the new proposed walk way to the pond should be paved with a material that is suitable for bicycles and strollers. She also mentioned that the signs that are erected should be of a specific style, the same as other signs that are in the Town.

Adjournment: Council Member Preusch made a motion to adjourn at 8:52 pm. Council Member Bradsher seconded the motion. *Unanimously approved.*

Respectfully submitted,

Lisa M. Whittington  
Assistant Clerk  
November 3, 2015

**Trash/Recycling Update**

**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.**

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