

Meeting minutes of Town Council on 2-7-17
As reviewed, approved, and accepted by the Town Council on March 7, 2017

There being a quorum, Mayor Jim Ruspi called the regular meeting of the Town Council to order at 7:33p.m. Council Members Charles Bradsher, Tom Burke and Jim O’Hair were present. Council Member Preusch was absent. The Treasurer, Clerk and Assistant Clerk were also present as were three residents.

Minutes: The minutes of the Town Council Meeting on January 10, 2017 were approved as submitted. The minutes from the Public Hearing that was held on January 10, 2017 were approved as submitted.

Treasurer’s Report: The Treasurer reviewed the Profit and Loss Report for the month of December 2016. Total Income for the month December was \$5,377 with \$1,752 coming from Real Property Taxes. In the CIP Fund \$39 was Interest Income and \$579 came from Highway Income. Major Expenses for the month of December were \$9,499 for Payroll Expenses and \$2,941 for Waste Collection. The Total Expenses for the month of December 2016 were \$18,040. General Net Income for the month of December 2016 was \$-12,663. Looking at the Balance Sheet for the month of December 2016, the fund balance for the general fund was \$1,098,317, for the CIP account, the balance was \$128,676 and the fixed assets were \$903,054. The total fund balance for the Town of Laytonsville for December 2016 was \$2,130,048.

Council Member O’Hair made the motion to approve the December Treasurer’s report subject to audit. Council Member Burke seconded the motion. ***Unanimously approved.***

The Treasurer reviewed the Profit and Loss Report for the month of January 2017. Total Income for the month of January was \$40,150 with \$2,100 coming from Permits & Fees, \$2,254 coming from Income Tax, \$9,013 coming from Public Utilities and \$23,258 coming from Real Property Taxes. In the CIP Fund \$38 was Interest Income. Major Expenses for the month of January were \$2,266 for Legal Fees, \$3,500 for Grounds Maintenance, \$4,165 for Snow Removal and \$2,941 for Waste Collection. The Total Expenses for the month of January 2017 were \$16,325. General Net Income for the month of January 2017 was \$23,825. Looking at the Balance Sheet for the month of January 2017, the fund balance was \$1,118,335, for the CIP account, the balance was \$128,714 and the fixed assets were \$903,054. The total fund balance for the Town of Laytonsville for January 2017 was \$2,150,104.

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Council Member O’Hair made the motion to approve the January Treasurer’s report subject to audit. Council Member Burke seconded the motion. ***Unanimously approved.***

Committees and Board Reports

Old Business

Annexation: Town Attorney, Stan Abrams, Jody Kline and the applicants were recognized. Mayor Ruspi stated that there were no public comments since the hearing last month with regards to the Kline and Allcock Properties which are 7.63 acres located on the southwest side of Rt. 108 and known as Annexation AXR-1. Council Member Bradsher made of motion to authorize Mayor Ruspi to execute the agreement with the property owners of annexation. Council Member O’Hair seconded the motion. ***Unanimously approved.***

A memorandum from Jeff Zyontz, Senior Legislative Analyst for the Montgomery County Council was presented and entered into the record. It stated that no action regarding the annexation by the County Council will be taken. Another document entered into the record is the Planning Commission recommendations. Council Member O’Hair made a motion to accept said documents into the record. Council Member Burke seconded the motion. ***Unanimously approved.***

There was review of Resolution AXR-1 which states that the applicants must comply with not making any changes to the property for a total of five years. Council Member O’Hair made a motion to adopt and accept the resolution, approving the annexation. Council Member Bradsher seconded the motion. ***Unanimously approved.***

The ordinance to rezone the property to C-1 zone subject to limitations in the annexation agreement was reviewed. Council Member Bradsher made a motion to adopt the ordinance to rezone the property to C-1 zone subject to the limitations in the annexation agreement and contained in the ordinance. Council Member O’Hair seconded the motion. ***Unanimously approved.***

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The annexation will be effective in 45 days unless referendum petitions from residents of the Town are received and after the documents are submitted to the appropriate County departments.

Mayor Ruspi acknowledged all the work the Clerk and Assistant Clerk had done. He thanked Stan Abrams and Jody Kline for all the help they had provided. Mayor Ruspi welcomed the Allcocks and Klines to the Town.

Council Member O’Hair made a motion to close the record. Council member Burke seconded the motion. *Unanimously approved.*

Mobley Farm Lights: Folders from Boyland Electric with two types of light fixtures and estimates for the replacement of seven lights on Mobley Farm Drive were handed out to the Council. One estimate was for high pressure sodium lights and the other was for LED lights with the installation of approximately seven lights. During the Mayor’s overview, it was mention that high pressure sodium lights are on Rolling Ridge Lane and White House Lane. Council Member O’Hair made a motion to enter into a contract with Boyland Electric to replace the existing fixtures on Mobley Farm Drive with newer light fixtures along with the installation of no more than five new fixtures. Council Member Bradsher seconded the motion. *Unanimously approved.*

Council Member O’Hair then made a motion to install new LED light fixtures on Mobley Farm Drive. Council Member Burke seconded the motion. *Unanimously approved.*

Town Hall Lights: There was discussion about putting lights in the Town Hall parking lot. One possibility was to use the old light fixtures from Mobley Farm Drive after the new fixtures are installed there.

Lease and Use Agreement: Charles Kearse and Kevin Curran from the Laytonsville Lions Club were present. Mr. Kearse addressed the Council regarding the lease and use agreements. He thanked the Mayor, Council and HDC for approving the shed for use as a medical locker. Approval was granted from the Historic District Commission on October 17, 2016 to have the shed renovated. Mr. Kearse stated that one part of the agreement needs language modification. Council Member Bradsher made the motion to authorize the Mayor to enter into a lease and use agreement with the Lions Club for shed

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#2 with the suggested language change provided by Mr. Kierse. Council Member Burke seconded the motion. *Unanimously approved.*

New Business

Special Meeting: A special meeting is scheduled for February 21 to discuss the driveway in Rolling Ridge. Residents were notified via the website. Council Members were urged to read the material prior to the meeting.

Roundabout: Mayor Ruspi reported that utility companies were requesting approval from the County to move their poles. At the end of March or the beginning of April, construction is scheduled to begin. One lane will be open for traffic at all times. At the end of the day two lanes will be open. The project should be completed in July or August. A public information meeting at the firehouse will be schedule after the poles are moved.

Laytonsville Grove: The developer for Laytonsville Grove, previously known as the Stadler property, is CalAtlantic. The Mayor will be meeting with David Duncan, Vice President of Land Development. A model home will be available in April with construction of 36 homes to follow. Eric Wenger, of 6715 Maple Knoll Drive and Chairman of the Planning Commission stated that construction had started. They have done tree preservation and sediment control. He would be meeting with Josh Meisel, the Town Arborist to make sure they have done tree preservation and signage. The new homes will be large and sit on an average of two acre lots.

Budget 2017-2018: The Treasurer and the Mayor have met to begin working on the budget for 2017-2018. Information will be provided electronically to the Council at the end of February or early March with discussion to follow at the March Town Council meeting. Approval will follow at the April meeting. At the May meeting any adjustments or recommendations for this year will take place at that time. Approval for said adjustments will take place at the June meeting.

Election Judges: The election in the Town is on May 1. Three positions are on the ballot, Mayor and 2 Council seats. Anyone interested in being an election judge should contact the Town Hall. Judges will be appointed at the April Town Council meeting.

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Residents Forum

Eric Wenger of 6715 Maple Knoll Drive inquired about the cost of the Mobley Farm Drive Lights, which isn't known until the Mayor receives the contract. He also inquired as to the topic of the special meeting on February 21 which is to discuss snow removal on the driveway off of Rolling Ridge Lane.

Adjournment: Council Member Bradsher made a motion to adjourn at 9:01 pm. Council Member Burke seconded the motion. *Unanimously approved.*

Respectfully submitted,

Lisa M. Whittington
Assistant Clerk
February 7, 2017

Trash/Recycling Update

When trash and recycling pick-up occur on Monday holidays, the following day, Tuesday, will be the designated pick-up day. The designated holidays follow the county transfer station schedule and will be as follows for 2017:

For Monday, February 20, President's Day – Pick-up will be February 21

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For Monday, May 29, Memorial Day - Pick-up will be May 30

For Monday, September 4, Labor Day – Pick-up will be September 5

For Monday, December 25, Christmas Day – Pick-up will be December 26

For Monday, January 1, 2018, New Year’s Day – Pick-up will be January 2

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.

PLEASE NOTE: Also, there are other positions open on the Board of Appeals, the Planning Commission and the Parks and Trails Task Force. If interested in any of these positions contact the Town Hall at 301-869-0042.

The Town is interested in hiring an event planner. If interested, contact the Town Hall at 301-869-0042.

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**If you are interested in serving as an election judge, please contact the
Town Hall.**