

Meeting minutes of Town Council on 10-1-19

As reviewed, approved, and accepted by the Town Council on November 5, 2019

There being a quorum, Mayor James Ruspi called the regular meeting of the Town Council to order at 7:33 p.m. Council Members Charles Bradsher, Amy Koval and James O’Hair were present. The Treasurer, Clerk and Assistant Clerk were also present as were five residents and Captain Mark Plazinski, Commander, Montgomery County Police Department 5<sup>th</sup> District.

Montgomery County Police Capt. Mark Plazinski: Mayor Ruspi introduced Capt. Mark Plazinski, Commander of the Montgomery County Police Department 5<sup>th</sup> District. Capt. Plazinski shared recent crime statistics for the 5<sup>th</sup> District. There was discussion about parking, speeding violations and pedestrian safety in Town and supports available from the Montgomery County Police Department. Capt. Plazinski addressed questions from those in attendance and explained the types of traffic monitoring and enforcement that are used throughout the county. Mayor Ruspi thanked Capt. Plazinski for his support and his participation in the upcoming Coffee with a Cop event at The Family Room on October 26, 2019.

Minutes: The minutes from the Town Council Meeting held on September 10, 2019 were approved as submitted.

Treasurer’s Report: The Treasurer reviewed the Profit and Loss Report for the month of September 2019. Total Income for the month of September was \$29,866 including \$222 from the CIP. The major source of income was \$14,293 from Municipal Tax Dup. Pay, \$4,868 from Income Tax and \$5,214 from Real Property Taxes. Major Expenses for the month of September were \$8,350 for Payroll Expenses, \$4,910 for Grounds Maintenance and \$3,355 for Waste Collection. Total Expenses for the month of September were \$23,762. Total Net Income for the month of September was \$6,104. Looking at the Balance Sheet for the month of September 2019, the fund balances for the General Fund was \$1,177,056 and \$195,774 for the CIP account. The total fund balance for the Town of Laytonsville for September 2019 was \$2,275,884 including \$903,054 from Fixed Assets.

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

Committee/Board Reports

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Eric Wenger, Planning Commission Chair, said the Planning Commission met on September 26, 2019 and Brian Kline was sworn in as the newest member. Chair Wenger shared that Khalid Afzal from the Montgomery County Planning Department attended and provided an informative overview of the Thrive Montgomery 2050 plan.

Charles Hendricks, Historic District Commission Chair, reported the Historic District Commission will meet on October 21, 2019 at 7:00pm. Chair Hendricks said Tyler Smith, a Senior Planner, from the Prince George's County office of the M-NCPPC will attend the meeting to review and possibly propose some enhancements to the current design guidelines.

Old Business

Picnic: Mayor Ruspi said the Town Picnic was a success and the proceeds will be donated to the Gaithersburg High School marching band. Mayor Ruspi said it was great having Lt. Governor Rutherford in attendance and the efforts of everyone who worked on the event was appreciated.

Bulk Trash Pick-Up: Mayor Ruspi said the bulk trash pick-up for Town residents is scheduled for October 21, 2019. Flyers have been distributed and detailed information is available on the Town website.

Sign Ordinances: Mayor Ruspi reviewed the process the Council has followed to review the Town's Sign Ordinance and those from other municipalities. Mayor Ruspi recommended the Council focus on enforcing the section of the Sign Ordinance which prohibits specific signs.

Miller Park Update: Mayor Ruspi shared that construction has begun at Miller Park including pipes for the fountain and work on the culvert and base for the asphalt path.

Safety Inspection: Council Member Burke provided the safety inspection for the third quarter. The safety inspector for the fourth quarter will be Council Member Koval.

New Business

Snow Plow Contract: Mayor Ruspi reviewed the contract from J.B. Kline Lawn Maintenance, Landscaping & Snow Plowing Services which has been provided to the Council. Mayor Ruspi explained that additional costs will be incurred when the streets and sidewalks in Laytonsville Preserve are turned over to the Town.

Council Member Koval made a motion to approve the snow plowing services contract from J.B. Kline Lawn Maintenance, Landscaping & Snow Plowing Services for the

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2019-2020 season. Council Member Bradsher seconded the motion. *Unanimously approved.*

Town Hall Repairs: Mayor Ruspi stated the Town Hall needs some exterior repairs and an estimate has been obtained from a contractor. Mayor Ruspi introduced Andy Drouliskos who met with the contractor to provide additional details. Mr. Drouliskos explained the scope of the repairs and the materials that will be used. Council Member O’Hair asked if the contract requires approval of the Historic District Commission. Charles Hendricks, Chair, Historic District Commission said he was contacted by Mayor Ruspi and he then met with Mr. Drouliskos. Chair Hendricks said most of the repairs are replacement in kind and this will be an item at the October meeting of the Historic District Commission.

Council Member O’Hair made a motion to approve the proposal for repairs to the Town Hall as described not to exceed \$3,400.00. Council Member Bradsher seconded the motion. *Unanimously approved.*

Town Hall Tree Update: Mayor Ruspi said Goshen Enterprises is donating a Norway Spruce to replace the tree in front of the Town Hall. Mayor Ruspi said Marty Kelley will be removing the tree that is dying and planting the new tree at no cost to the Town.

Residents Forum:

Mayor Ruspi of 7111 said he and his wife attended the golf tournament and luncheon for the Lions Club Foundation. Mayor Ruspi said the event was well done and very enjoyable. Mayor Ruspi shared that the United States flag will be flown at half-staff on Sunday, October 6, 2019 from sunrise to sunset in honor of fallen firefighters.

Eric Wenger of 6715 Maple Knoll Drive said it will be very important for the new tree at the Town Hall to be watered regularly after it is planted.

Adjournment: Council Member O’Hair made a motion to adjourn at 9:29pm. Council Member Koval seconded the motion. *Unanimously approved.*

Respectfully submitted,

Joy Jackson  
Assistant Clerk  
October 1, 2019

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**Trash/Recycling Update**

**When trash and recycling collection are scheduled on a Monday or Thursday holiday, the pick-up will occur on Tuesday or the following Monday. The designated holidays follow the county transfer station schedule and will be as follows for 2019:**

**For Monday, November 11, 2019 Veterans Day – Pick up will be on November 12**

**For Thursday, November 28, 2019 Thanksgiving Day – Pick up will be on December 2**

**In order to be picked up, mixed paper recyclable materials must be separated from other recyclable materials. Please do not put yard waste or mulch out for the regular trash pick-up. Yard waste should be placed in brown bags. Place all trash and recycling materials at the curb no later than 7:00am.**

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

**The Town is always looking for volunteers for our commissions, committees and event planning. If interested, please contact the Town Hall.**

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