Meeting minutes of Town Council on 2-2-2021

As reviewed, approved, and accepted by the Town Council on March 2, 2021

There being a quorum, Mayor James Ruspi called the regular meeting of the Town Council to order at 7:32p.m. The meeting was held using video conferencing. Council Members Charles Bradsher, Tom Burke, Amy Koval and James O' Hair were present. The Treasurer, Clerk and Assistant Clerk were also present as were two residents.

Minutes: The minutes from the Town Council Meeting held on January 5, 2021 were approved as submitted.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of January 2021. Total Income for the month of January was $49,904 including the CIP. The major source of income was $3,125 from Income Tax and $44,675 from Real Property Taxes. Major Expenses for the month of January were $5,332 for Payroll Expenses, $4,456 for Grounds Maintenance, $11,165 for Snow Removal and $5,579 for Waste Collection. Total expenses for the month of January were $28,662. Total Net Income for the month of November was $21,242 including $18 from the CIP. Looking at the Balance Sheet for the month of January 2021, the fund balances for the General Fund was $1,371,180 and $208,193 for the CIP account. The total fund balance for the Town of Laytonsville for January 2021 was $2,482,427 including $903,054 from Fixed Assets.

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

Committee/Board Reports

Charles Hendricks, Historic District Commission Chair, reported the Historic District Commission will meet virtually on February 15, 2021 to review plans submitted for construction of a new home on Lot 5 in the Rolling Ridge subdivision and will make a recommendation to the Council following the process laid out in resolution R-08-09.

Eric Wenger, Planning Commission Chair, said the first quarter meeting will probably be held March 25, 2021 and he hopes to have the updated maps from the Town engineer.

Old Business

Snow and Ice Removal: Mayor Ruspi asked the Clerk to review the costs of snow removal for roads and sidewalks for the past decade. Mayor Ruspi expressed his belief that this is an important topic and would like to discuss it further at a work session.

New Business

Donation in Memory of Barbara White and John Uhrlaub: Mayor Ruspi shared that Barbara White and John Uhrlaub both supported the Town in official and unofficial capacities for a number of years. There was discussion about a donation to the Laytonsville Lions Club in their honor.

Member O’Hair made a motion to donate a total of $500, $250 in honor of Barbara White and $250 in honor of John Uhrlaub, to the Laytonsville Lions Club Foundation. Council Member Koval seconded the motion. ***Unanimously approved.***

Request for Memorial Bench – John Uhrlaub: Mayor Ruspi said the family of John Uhrlaub has inquired about installing a bench in honor of Mr. Uhrlaub. There was discussion about the possibility of placing a plaque on an existing bench, the previous request from another family to plant a tree and the need for a plan anticipating that more requests may be made in the future. Mayor Ruspi stated he will ask Chair Ruspi to place this on the agenda for the Parks and Trails Task Force and will report back to the Council.

Work Session: A virtual Work Session will be held on February 23, 2021 at 7:30pm regarding the plan for snow and ice removal and the process for the public hearing on the development of Lot 5 in the Rolling Ridge subdivision.

Residents Forum

Eric Wenger, 6715 Maple Knoll Drive, said Charles White served as Mayor for 24 years from 1979-2003 and retired on June 30, 2003.

Charles Hendricks, 7011 Brink Road, said he appreciates the service the Town provides of clearing the sidewalks of snow and ice and would recommend looking at ways to constrain the costs without eliminating the service altogether.

Adjournment: Council Member O’Hair made a motion to adjourn at 8:39p.m. Council Member Bradsher seconded the motion. ***Unanimously approved.***

Respectfully submitted,

Joy Jackson  
Assistant Clerk   
February 2, 2021

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).

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.

* **Presidents Day, Monday February 15, 2021**

No change to services this week

* **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

**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.**