Meeting minutes of Town Council on 8-09-2022

As reviewed, approved, and accepted by the Town Council on September 6, 2022

There being a quorum, Vice-President Koval called the regular meeting of the Town Council to order at 7:31p.m. The meeting was held using video conferencing. Council Members Charles Bradsher and Tom Burke were present. Mayor Ruspi and Council Member Presuch were absent. The Treasurer and Assistant Clerk were also present as were two residents.

Minutes: The minutes from the Town Council Meeting held on July 5, 2022, were approved as submitted.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of July. The total income from the General Fund and the Capital Improvement Fund was $6,597. The total expenses for the month were $31,428. The major expenses for the month of July were in Public Works and Payroll. The Treasurer reviewed the Balance Sheet for the month of July which shows a Net Income of -$29,086. Treasurer Hoffman reviewed the status of the ARPA account. She explained that the funds for the initial approved expenditures were transferred to the Operating Account and the additional ARPA funds are not reflected on this report as they were not received until August.

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

Committee/Board Reports

**Charles Hendricks, Historic District Commission Chair, said the Historic District Commission met by videoconference on July 18, 2022, at which they reelected Charles Hendricks as Chair and Michael McDonald as Vice-Chair of the Commission.**

**New Business**

**Lot 5 Rolling Ridge Development: Vice-President Koval said she has not seen them personally, but it was reported to her that the builder has replaced the non-compliant windows. Chair Hendricks said he would look at the status of the construction.**

**Site Development Lot 2C Laytonsville Preserve: Vice-President Koval said a developer has made preliminary contact with the town regarding development of Lot 2C which is on Laytonsville Road and is in the Residential Historic zone. There was discussion about the process for approval of a new site development plan which will include a public hearing for review and issuance of a Historic District Work Permit and a public hearing with the Mayor and Council for approval of a site development plan and issuance of a New Residential Building Permit.**

**Update on Staffing: Vice-President Koval shared that Ana Taulbee resigned as she accepted a full-time position with another municipality. Vice-President Koval said that Mary Burke, a resident of Laytonsville, expressed an interest in the position and those involved in the hiring process are very pleased to extend her an offer of employment.**

Appointment: Vice-President Koval presented the following appointment:

* + 1. Clerk – Mary Burke

Council Member Bradsher made a motion to accept the appointment as presented. Council Vice-President Koval seconded the motion. ***Unanimously approved.***

**Old Business**

**Update on Jones Farm Pond: Vice-President Koval stated that the water level in the pond will continue to be monitored over the summer.**

**Update on Pocket Wetland on Sunset Drive: Vice-President Koval provided an update on the status of the new fence and clearing the debris at the pocket wetland. Recently, a tree limb fell and broke a portion of the new fence. The contractor repaired the fence and removed more of the organic debris along the fence at no additional cost.**

**ARPA Update: Vice-President Koval explained that a Work Session of the Mayor and Council will likely be scheduled in September or October to develop plans for disbursement of the ARPA funds.**

**Resident’s Forum**

**Joy Jackson, 21617 2nd Street, congratulated Bennett Bradsher on the completion of his Eagle Scout project and thanked Eric Wenger and Josh Maisel for the guidance they provided on the project.**

**Council Member Burke commented on the gas station and the number of cars on the lot and the appearance that repairs are being done on the premises. Council Member Burke is looking into permitted uses of the facility.**

Adjournment: Council Member Burke made a motion to adjourn at 8:29p.m. Council Member Bradsher seconded the motion. ***Unanimously approved.***

Respectfully submitted,

Joy Jackson  
Assistant Clerk   
August 9, 2022