Meeting minutes of Town Council on 2-08-2022

As reviewed, approved, and accepted by the Town Council on March 8, 2022

There being a quorum, Mayor James Ruspi called the regular meeting of the Town Council to order at 7:33p.m. The meeting was held using video conferencing. Council Members Charles Bradsher, Amy Koval and David Preusch were present. Council Member Burke was absent. The Treasurer and Assistant Clerk were also present as were four residents.

Mayor Ruspi said Council Member Burke would not be joining the meeting and wished him well on behalf of the Council.

Minutes: The minutes from the Town Council Meeting held on January 4, 2022, were approved as submitted.

Treasurer's Report: The Treasurer reviewed the Profit and Loss Report for the month of January 2022. Total Income for the month of January was $56,599. The major sources of income were $49,873 from Real Property Taxes and $3,779 from Highway Income. Expenses for the month of January totaled $24,080. Major expenses for the month of January were $11,573 for Grounds Maintenance and $5,801 for Waste Collection. Looking at the Balance Sheet for the month of January 2022, there was a net of $32,519 of income to the General Fund.

Council Member Preusch made a motion to approve the January Treasurer's report subject to audit. Council Member Koval seconded the motion. ***Unanimously approved.***

Committee/Board Reports

Eric Wenger, Planning Commission Chair, said the first quarter meeting of the Planning Commission will be in March and that he is meeting with Steve Crum of Macris, Hendrick and Glascock to review the maps so they can be released.

**Charles Hendricks, Historic District Commission Chair, said the Historic District Commission met virtually on January 17, 2022, and discussed the design guidelines. The next meeting will be held virtually on February 21, 2022.**

**New Business**

**Eagle Scout Presentation: Mayor Ruspi introduced Bennet Bradsher to present his Eagle Scout proposal. Bennett shared his proposal to rehabilitate the wood chip trail that runs from Miller Park to Barberry Lane. The plan includes repairing divots, clearing some invasive trees, and cutting back overgrowth along the trail. Bennett plans on having approximately fourteen scouts assist with the project with adult supervision. Bennett said he expected the project to cost about $100.00 which he would use to purchase mulch to fill in some of the divots. Mr. Wenger suggested that Bennett contact local tree companies that may donate wood chips free of charge.**

**Council Member Preusch made a motion to approve the Eagle Scout project to rehabilitate the wood chip trail. Council Member Koval seconded the motion. *Unanimously approved.***

**MML Summer Conference: The MML Summer Conference is scheduled for June 12-15, 2021. Mayor Ruspi said he and Council Member Koval will be attending and if other Council Members are interested in attending, they should let him know.**

**Laytonsville Town Parade: The Laytonsville Lions Club has begun planning for the parade which is scheduled for May 14, 2022. Mayor Ruspi said the Laytonsville Lions Club has requested $1500.00 to help cover costs for the parade.**

**Council Member Bradsher made a motion to approve a contribution of $1500.00 to the Laytonsville Lions Club for the parade. Council Member Preusch seconded the motion. *Unanimously approved.***

**Status of Laytonsville Grove: The Laytonsville Grove subdivision has not been turned over to the town and Mayor Ruspi is rescheduling a meeting with the representative from Lennar.**

**Jones Farm Pond Proposal from SMC: Council Member Preusch provided an update on his efforts with the company that worked on the pond in 2020 and Paul Meyer from the MC Soil Conservation District. Council Member Preusch reviewed the proposal from SMC and shared aerial photographs of the pond.**

**Council Member Koval made a motion to approve the proposal from SMC. Council Member Bradsher seconded the motion. *Unanimously approved.***

**Town Election: The election for two Council Members will be held on Monday, May 2, 2022, from 3:00 to 8:00p.m. The filing period for candidates is March 4 through March 18, 2022, ending at 5:00p.m.**

**Election Judges: Mayor Ruspi explained the Council has received information from the Charter of the Town of Laytonsville and Ordinance 03-05 regarding Laytonsville elections. These documents delineate the duties and responsibilities of the Judges of Elections who serve for a year. Mayor Ruspi requested that each Council Member look for residents who are interested in serving as a Judge of Elections and share the information in these documents. Council Members were asked to bring names of interested individuals to the March Town Council meeting.**

**Budget Planning for FY 22-23: Mayor Ruspi will begin working on a proposed budget for the next fiscal year with the Treasurer. Council Members were asked to speak with Mayor Ruspi if they have any projects they would like to discuss.**

Old Business

American Rescue Plan Act (ARPA) Update: Council Member Koval shared information about the revised final rule which has made it easier for smaller municipalities to determine how to spend funds. A list of proposed projects was reviewed, and Council Member Koval said municipalities are encouraged to engage the public and to consider projects that benefit the most people. There was discussion about ways to engage the public as the first reporting is due by April 30, 2022.

Hiring Status: Council Member Koval said there have been no new applicants for the Clerk vacancy and she took a flyer to Laytonsville Elementary School.

**Resident’s Forum**

**Jill Ruspi, 7111 Brink Road, suggested the Council consider making the Clerk a full-time position as she has knowledge of the town operations and by doing so, there may be more applicants.**

**Charles Hendricks, 7001 Brink Road, Mr. Hendricks commented on ARPA stating that he likes the suggestion of a mailing or flyers in mailboxes to inform the entire public directly. He said it is important to explain what ARPA is, how much money is involved and what type of projects would qualify.**

**Eric Wenger, 6715 Maple Knoll Drive, said while the Council may not want to educate people about ARPA, people will ask questions at a public hearing and thought needs to be given to the format and process. Mr. Wenger said there are concerns about virtual meetings and security.**

Adjournment: Council Member Koval made a motion to adjourn at 9:14p.m. Council Member Bradsher seconded the motion. ***Unanimously approved.***

Respectfully submitted,

Joy Jackson  
Assistant Clerk   
February 8, 2022

**Trash and Recycling Service**

Household waste will be picked up twice a week on Tuesdays and Fridays.  All items must be placed at the curb by 7:00A.M.  There is no back-door service.

Yard waste will be picked up at the curb once a week on Mondays for the period May through November.  Please do not put yard waste out for the regular trash pick-up.  Yard waste goes to the Montgomery County composting center.   Acceptable yard waste will be yard trimmings, leaves and brush.  These items shall be placed in marked containers or brown biodegradable paper bags. Branches are to be cut to three-foot lengths and must not be more than three inches in diameter and tied in bundles.  Yard waste cannot be placed in plastic bags and no root balls, dirt, sod, or rocks and branches larger than three feet long or three inches in diameter will be accepted.

Recyclables (mixed paper, plastic, and glass) will be collected on Thursdays. Recyclables should be separated, or they will not be collected.  Paper should be separated from commingled materials such as plastic and glass.  Please note that our contractor does not have trucks that pick up the large bins on wheels.  The weight of the filled containers can become too hard to lift.  Please refrain from using these containers.

2022 Holiday Schedule

Presidents Day Holiday, Monday, February 21st - *NO PICK-UP*

Memorial Day, Monday, May 30th - *YARD WASTE WILL BE PICKED UP TUESDAY*

Independence Day, Monday, July 4th - *YARD WASTE WILL BE PICKED UP TUESDAY*

Labor Day, Monday, September 5th - *YARD WASTE WILL BE PICKED UP TUESDAY*

Indigenous Peoples' Day, Monday, October 10th - *YARD WASTE WILL BE PICKED UP TUESDAY*

Veterans Day, Friday, November 11th – *NO CHANGE*

Thanksgiving Day, Thursday, November 24th – *RECYCLES WILL BE PICKED UP SATURDAY, NOVEMBER 26th*