

**STAFF REPORT FOR
MONDAY, APRIL 14, 2014
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

CALL TO ORDER:

SWERARING IN CEREMONY: Officer Steven Deal will recite the oath of office administered by Interim Chief Kilgore.

DELEGATE RECEPTION: Walter E. Carson, who is a candidate for the Maryland House of Delegates for District 9A.

STATE RETIREMENT SYSTEM PRESENTATION: R. Dean Kenderdine, Anne Gawthrop, and Melody Countess will be in attendance to discuss the State of Maryland Retirement Plan for the Town of Sykesville. Advisors will meet with Town employees April 14 to discuss the potential to join the state retirement plan.

PUBLIC CONCERNS:

MINUTES: **March 24, 2014**

REPORTS: **Public Safety Report
Council Committees**

ANNOUNCEMENTS:

- On March 10, in closed session, the Mayor and Town Council approved hiring Cecelia Kelly as a part time Customer Service/Sales Associate with a pay rate of \$11.00 per hour.
- On Friday, April 18 at 10:00 a.m., the Easter Egg hunt will take place at Millard Cooper Park.
- On Friday, May 2, First Friday on Sykesville Main Street will start. Live music and the shops will be open late.
- On Sunday, May 4, the Art & Wine Festival will take place on Main Street starting from noon to 5:00 p.m.
- On Saturday, May 10, Sykesville Cinema will host the first movie of the season at Millard Cooper Park (new location). The movie will be How to Train your Dragon and will start at dusk.

OPEN SESSION:

1. **Adoption of the Carroll County Hazard Mitigation Plan** – Dawn Ashbacher, Town Manager will present a Resolution to adopt the *Carroll County Hazard Mitigation Plan*.

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On March 6, 2014, the Carroll County Commissioners adopted “*Carroll County Hazard Mitigation Plan*”. By adopting the Plan, Carroll County is now eligible to apply for and/or receive project grants under the Hazard Mitigation Grant Program (HGMP) as well as the Pre-Disaster Mitigation (PDM), Flood Mitigation Assistance (FMA) and Severe Repetitive Loss (SRL) programs.

In order for the Town of Sykesville to apply for and/or receive funding for many or all of these programs, the Mayor and Town Council must formally adopt the Plan and submit a copy of the documentation of adoption.

Recommended Action: Motion to approve the resolution to adopt the “*Carroll county Hazard Mitigation Plan.*”

- 2. Memorandum of Understanding (MOU) for Joint Participation In Complying With National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Requirements** – Mayor Shaw will discuss the concept of pursuing joint participation in the current process for re-issuance of the County’s Phase 1 NPDES MS4 permit. This would require a cost sharing arrangement with the Town, other municipalities in the county, and the County. The County agrees to continue to provide operating and administrative support for the NPDES MS4 program and compliance. The County and the Municipalities agree to work cooperatively to formalize an operating agreement to implement the MOU. The Mayor would like authorization to sign the Memorandum of Understanding at a meeting on April 17, 2014, with the Board of County Commissioners and the Mayors of the other municipalities.

Recommended Action: If in agreement, authorize Mayor Shaw to sign the Memorandum of Understanding as outlined.

- 3. FY 2015 Proposed Capital Improvement Plan (CIP) and Budget** – Mayor Shaw will introduce the FY 2015 CIP and Budget for discussion. Please note that only the FY 2015 CIP is proposed. The FY 2016 CIP is still a draft. A Public Hearing will be held on April 28.

Recommended Action: There will be time for questions and input.

- 4. Storm water Management Fee** – In order to meet future stormwater capital requirements as discussed earlier, the Town will have to appropriate additional expenditures for this purpose. Mayor Shaw proposes that the Town implement a stormwater fee.

Recommended Action: Provide input regarding this idea.

- 5. FY 2014 Mid-Year Budget Amendments** – Dawn Ashbacher will introduce budget amendments required by action taken by the Mayor and Town Council in FY 2014. A Public Hearing will be held on April 28.

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Recommended Action: There will be time for questions.

- 6. FY 2014 Expenditures** – Dawn Ashbacher will provide an overview of FY 2014 expenditures to date and request authorization for specific expenditures.

Recommended Action: Motion to authorize requested expenditures.

- 7. Approval to use funds from the Capital Reserve for Stormwater Mitigation**—Dawn Ashbacher will provide additional information at the meeting.

Recommended Action: Motion to authorize requested expenditures from the Capital Reserve to be replenished as indicated.

RECESS:

CLOSED SESSION:

The meeting was proposed to be closed pursuant to the State Government Article of the Annotated Code of Maryland, Section 10-508(a) to discuss (1)(i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, designation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction, (ii) Any other personnel matter that affects one or more specific individuals, and (7) to consult with counsel to obtain legal advice on a legal matter.

- Personnel – Compensation Adjustments for specific employees - confidential personal information
- Personnel - Police Chief Search - confidential personal information
- Legal Consult – Pending litigation regarding Town Right of Ways

ADJOURNMENT: