



Town of Sykesville

7547 Main Street, Sykesville, MD 21784

p: 410.795.8959 f: 410.795.3818

www.sykesville.net

Town House

Ian Shaw, Mayor

Dawn M. Ashbacher, Town Manager

Linda S. Quinn, Town Treasurer

Janice M. Perrault, Town Clerk

APPROVED

OFFICIAL MINUTES OF JULY 14, 2014 REGULAR COUNCIL MEETING **NO. 14-11**

The regular Council meeting of the Town of Sykesville was held on July 14, 2014. Mayor Shaw called the meeting to order at 7:00 P.M. in the Council Meeting Room at the Town House. Mayor Shaw led the pledge of allegiance to the flag and a moment of silence.

PRESENT: Mayor Ian Shaw, Council President Frank Robert, and Council Members Leo Keenan, Julia Betz, Anna Carter, and Al Grasley

ABSENT: Council Member, Stacy Link

STAFF: Dawn Ashbacher, Town Manager
Janice Perrault, Town Clerk
Michael Spaulding, Chief of Police
Ivy Wells, Main Street Manager

PUBLIC CONCERNS: Dawn Ashbacher requested the amended Resolution for the Community Legacy Grant for Baldwin's Station be placed on the agenda.

MINUTES: June 23, 2014

MOTION: Council Member Betz motioned and Council Member Carter seconded to approve the minutes with the following changes. Under Business item # 3 Skatepark Update - add, for any changes to the skatepark that do not increase the insurance premium, Dawn Ashbacher and Council Member Grasley can approve and inform the Mayor and Town Council of the work. In addition the Parks and Recreation Committee will be notified of any changes to the Skatepark.

The motion carried unanimously.

PUBLIC SAFETY REPORT:

Chief Spaulding reported on the period from June 19 through July 9. There were a total of 199 calls for service which included 18 assists to other police agencies/departments outside the Town. Chief Spaulding announced that Coffee with a Cop will be held on Wednesday, July 30 at The French Twist. He indicated this is open to the public as an informal way of talking with the police. In addition, Chief Spaulding announced the Jr. CSI program will take place at Sykesville Middle School on Tuesdays in September. It was

COUNCIL MEETING MINUTES

July 14, 2014

Cont.

mentioned that the use of fireworks in the Town over the 4th of July weekend was calmer than expected although some illegal fireworks were confiscated.

TREASURER'S

REPORT:

June 2014

MOTION:

Council Member Keenan motioned and Council Member Carter seconded to approve the June Treasurer's report as written.

The motion carried unanimously.

COUNCIL COMMITTEE

REPORTS:

- **Main Street Association Board (MSA)** –Council Member Keenan mentioned two new stores opening on Main Street and two stores relocating on Main Street.
- **Historic District Commission** – Council Member Link was not available to provide an update.
- **Warfield Development Corporation (WDC)** –Mayor Shaw announced that WDC met this past month and mentioned they are researching the need for the water tank. The potential new owners of the Warfield property are cleaning up the dead trees and vegetation to make the property look better. They also removed a porch that fell so it can be restored at a later date. The Boy Scouts were busy planting trees at the property. Morris & Ritchie Associates has been retained to assist in amending the Sykesville Master Plan. The next meeting is scheduled for Wednesday, August 6.
- **Military Memorial** – Council President Robert announced the bricks should be ordered this week. Parking Committee is progressing and people have assisted Council President Robert on this initiative.
- **Planning Commission** – Council Member Betz mentioned the Planning Commission did not meet last month and the next meeting will be held on August 4.
- **Main Street Association, Promotions Committee** – Council Member Grasley discussed the upcoming Chili and Beer Festival and announced the committee is looking for sponsors and volunteers. The Fall Festival will incorporate a train theme this year. The next meeting will be held on Wednesday, August 6.
- **Town Walk** - Mayor Shaw announced that he is working with Walk Carroll to have another Town walk on a Sunday with the Farmers Market.
- **Skatepark** - Council Member Grasley mentioned he met with Tyler at the skatepark and will maintain open communication with the skateboarders and the Town.
- **Parks & Recreation Committee** – Council Member Carter announced the mulching was finished at Burkett Park, thanks to a lot

COUNCIL MEETING MINUTES

July 14, 2014

Cont.

of volunteers. Concerts in the Park will be held on Friday, July 18 and July 25. The next Movie in the Park will be on August 9. Both activities take place at Millard Cooper Park. Work has started at South Branch Park and it should be completed by the end of August. Howard County has been a great partner to work with on this project. The next meeting will be held on Thursday, July 27.

ANNOUNCEMENTS:

Public Works employee – On June 23, in closed session, the Mayor and Town Council approved hiring Ian Ozminski as a full time Maintenance Worker for the Public Works Department with a pay rate of \$12.42 per hour.

Gate House Museum – On Wednesday, July 30, at 6:00 p.m. Dianna Scott, will talk about *A History of Oakland Mill*.

Mayor and Town Council Meeting – The next meeting will be held on Monday, August 11.

Farmers Market – every Sunday at the Baldwin's parking lot.

BUSINESS:

1. **Dog Friendly Sykesville** – Richard McCullough, Town resident presented how his ideas about becoming a dog friendly community could increase the economics of the Town. He also would like to see dog waste stations set up so people would pick up after their pet and use biodegradable made bags. He would like to have a dog night out event. This will not be a Town-sponsored event; it would be a merchant event. Mr. McCullough was encouraged to work with merchants directly.
2. **Historic Preservation Grant** – Dawn Ashbacher presented information from the Historic District Commission outlining the language they would like to use for the Historic Preservation grant from the Town. Council Member Grasley mentioned he is concerned about the following:
 - Amount of money per year needed for the grant from the Mayor and Town Council.
 - Can a resident apply multiple times for the same grant in the same year?
 - Can we limit the number of grants or cap the amount the Mayor and Town Council will provide?
 - Need a definition of hardship.It was requested that Dawn Ashbacher bring this information back to the Historic District Commission for further discussion.
3. **FY 2015 Goals/Priorities** – Mayor Shaw and Dawn Ashbacher reviewed the Council priorities list from fall 2013 survey and indicated the Town did a good job with all these priorities: Warfield, South Branch Park, Chief Search, and Program Open Space land conversion.

COUNCIL MEETING MINUTES

July 14, 2014

Cont.

Prior to this meeting, Ms. Ashbacher sent the Mayor and Town Council a list of items for FY 2015 and requested they prioritize them to find out which items are the most important. The following was the response. Items in progress were not ranked as high because they are already being addressed.

High priority items that affect Town finances:

- Funding strategies for capital needs
- Stormwater joint NPDES permit

Medium priority:

- Warfield (in progress)
- FY 2016 – 2019 Capital Projects
- Parking downtown
- South Branch Park (in progress)
- State Highway Association MD 851 Streetscape (in progress)

Lower priority:

- Girls Shelter (in progress)
- Landlord/tenant relations
- Ordinance Amendments (need to determine funding)

- 4. Stormwater Management Update** – Mayor Shaw and Dawn Ashbacher mentioned funding for the joint NPDES permit will be needed starting in FY 2016. The Town will need to figure out how to provide the funding required. Creating a separate fee was discussed.
- 5. Amended Resolution NO. 2014-05** – Ivy Wells and Dawn Ashbacher announced the Town would like to amend Resolution NO. 2014-05 to include paving the parking area by Baldwin's property. The amount of the grant is now \$130,000.

MOTION:

Council President Robert motioned and Council Member Carter seconded to approve the amended Resolution NO. 2014-05 to apply for the Community Legacy grant up to the amount of \$130,000 to do exterior work on Baldwin's Station and to pave the gravel parking lot and improve drainage.

The motion carried unanimously.

- 6. Public Works Agreement with the Shell Station (SMO)** – Dawn Ashbacher and Town Attorney, Dennis Hoover discussed with the Council a Public Works Agreement for the re-design of the Shell Station site. The site plan was approved by the Planning Commission.

MOTION:

Council Member Grasley motioned and Council Member Keenan seconded to authorize Mayor Shaw to sign the Public Works Agreement for this project.

COUNCIL MEETING MINUTES

July 14, 2014

Cont.

The motion carried unanimously.

- 7. Personnel Manual changes** – Dawn Ashbacher presented information about changes to the Personnel Manual due to the change in the retirement plan. It was mentioned if someone is hired by the Town and does not qualify for the State Retirement Plan then they will be able to join our current defined contribution plan.

ADJOURN: **There being no further business to come before the Council, Council Member Grasley motioned and Council Member Carter seconded to adjourn meeting at 9:45 p.m.**

The motion carried unanimously.

**Respectfully submitted
Janice Perrault
Town Clerk**