

**STAFF REPORT FOR
MONDAY, OCTOBER 23, 2017
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

7:00 PM CALL TO ORDER:

7:05 PM PUBLIC CONCERNS:

7:10 PM MINUTES: October 10, 2017

7:15 PM REPORTS:

- Public Safety Report
- Council Committee Reports – written reports were provided

7:30 PM ANNOUNCEMENTS:

- At the last Mayor and Town Council meeting, Joyce Mills was hired as a Post Office worker
- At the last Mayor and Town Council meeting, the Mayor was authorized to finalize and sign the MOU with the Main Street Association
- Halloween on Main Street, Thursday, October 26, 5-7 P.M.
- Last day for Farmers' Market and Little Sykes, October 29
- Halloween trick or treating throughout the Town will be Tuesday, October 31, 6 P.M. – 8 P.M.
- Craft Beer Festival, Saturday, November 4, 12-5 P.M.
- Town Offices are closed on Friday, November 10 for Veterans Day

7:35 PM OPEN SESSION:

Consent Agenda:

1. Approval of Planning Commission Appointment

The Mayor recommends approval of Sergeant James A. Zammillo with a five-year term ending November 1, 2022

2. Approval of Purchase of Pickup Truck in Public Works Department using State Cooperative Bidding Program

The Public Works Department would like to initiate the purchase process for a budgeted 1 ton pickup truck.

The FY2018 budget allows \$43,705 for a 2017 F350 to replace the 2002 F450 that was involved in an accident in January of 2017. We received \$12,291.67 from LGIT for an insurance claim payment for the totaled vehicle.

The replacement vehicle will be equipped with a snow plow and salt spreader to provide additional coverage for the snowplow crews.

MD Cooperative Bidding program provides pricing as follows:

o 2018 1 Ton pickup F350 with Regular Cab (2WD)	\$25,173
o 4 Wheel Drive	\$1,457
o Tow Package Brake Controller	\$310
o Power Package Windows Doorlocks	\$880
o 2 Extra Keys	\$90
o 7.5FT Meyer Plow	\$2,906
o Salt Dogg 1.5CuYd Salt Spreader	\$3,500

Total Anticipated Cost	\$39,316
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At this point, vehicles are 12 weeks out for delivery.

Business:

3. Formal Approval of the Draft Town Manager Profile

The changes discussed via email were incorporated into the profile and sent to Lee Szymborski.

Recommended Action: if in agreement, make a motion to formally approve the draft Town Manager profile.

4. Discussion of the Hiring Process of the Town Manager

When the previous Town Manager was hired, there was a public meet and greet with the candidates. This discussion is to decide whether to have an event like that during this hiring process.

5. Discussion of Ownership of the Blue Caboose

The blue caboose was donated to Howard County in 2014. Since then, nothing has been done to move or restore the caboose. This is a discussion to rescind the donation to Howard County. If agreed upon, a letter will be sent to Howard County explaining the rescinded donation.

Recommended Action: if in agreement, make a motion to rescind the donation of the blue caboose to Howard County.

8:00 PM RECESS:

8:05 PM CLOSED SESSION:

The meeting is proposed to be closed pursuant to the General Provisions of the Annotated Code of Maryland, Section 3-305(b): (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals.

Council Staff Report
October 23, 2017

- **Personnel** – Gate House Curator – Confidential Personal Information
- **Personnel** – Staff Updates – Confidential Personal Information

ADJOURNMENT: