

OFFICIAL MINUTES OF FEBRUARY 12, 2018 REGULAR COUNCIL MEETING
NO. 18-03

The Council meeting of the Town of Sykesville was held on Monday, February 12, 2018. 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 and a moment of silence.

PRESENT: Mayor Ian Shaw, Council President Julia Betz, and Council Members Anna Carter, Alan Grasley, Leo Keenan, Chris True, and Stacy Link.

STAFF: Aretha Adams, Town Manager
Police Chief Michael Spaulding
Evelyn Sweet, Town Treasurer
Kerry Chaney, Town Clerk
Derek Shreves, Public Works Director
Dennis Hoover, Town Attorney

PUBLIC CONCERNS: Mayor Shaw introduced Aretha Adams who is the new Town Manager.

Annie Kennedy from Cowboys and Angels was in attendance to discuss her bench. It was determined that it is a Historic District Commission matter and should be handled by them.

Ridia Dearie was present to comment on the Blue Caboose Item. See open session number 1.

Frank Robert was present during the meeting. He is running for Carroll County Commissioner in District 5, which includes the Town of Sykesville.

MINUTES: January 22, 2018

MOTION: Council President Betz motioned and Council Member Link seconded to approve the minutes with the revisions provided.

The motion carried unanimously with Council Member True abstaining.

TREASURER'S REPORT: December 2017

Council President Betz voiced her concern over the Fireline invoice and the potential for double billing for fire extinguishers at the Public Works Department. Evelyn Sweet, Town Treasurer, and Derek Shreves, Public Works Director, will review the bill for inconsistencies.

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MOTION: Council Member True motioned and Council Member Grasley seconded to approve the Treasurer's Report for December 2017.

The motion carried unanimously.

Mayor Shaw thanked Ms. Sweet for all of her hard work in expediting the budget process.

PUBLIC SAFETY

REPORT: Chief Spaulding presented the Public Safety Report for the period of January 19, 2018 to February 8, 2018. There was a total of 470 reports including three community policing events, 16 foot patrols, 17 incident reports, 270 patrol checks, and 49 traffic enforcement initiatives.

The Mayor and Town Council asked for a breakdown of the assists to other agencies. Chief Spaulding will add that to the next Public Safety Report. He explained that the partnership with the Carroll County Sheriff's Office has improved recently.

Chief Spaulding explained that there have been some power issues with the radar speed trailer recently. Even with the new solar panels, if the power ran out in the trailer, all data was lost. They have been working with the manufacturer to determine the cause of this and how to fix it.

COUNCIL COMMITTEE

REPORTS:

- **Written reports were provided**

ANNOUNCEMENTS:

- Town Offices will be closed for Presidents' Day on Monday, February 19, 2018

OPEN SESSION:

Business:

1. Blue Caboose Update

John Frank from the Howard County Living Farm Heritage Museum was in attendance to discuss the efforts to move the blue caboose from its current location to the museum. He explained that the museum is in the process of establishing a working full-sized railroad ride for its Travel Through Time exhibit. They have been in talks with CSX in order to move the caboose. CSX is requiring a safety course which will cost around \$12,000 to \$15,000 to allow the museum to move the caboose off CSX property and to a location where it can be lifted onto trucks for transportation. Mr. Frank and the museum would appreciate any help the Town could offer for communicating with CSX. He further explained that if CSX was firm on requiring the safety course, it would be a deal breaker.

Ridia Dearie was present to discuss her stance on the blue caboose. She and her husband own Baldwin's Station Restaurant and The Vine on Main. Ms. Dearie explained that when they took over the lease in 1997, they made a verbal contract with the then Mayor, Jonathan Herman for first refusal rights to the blue caboose. They were not told of the decision to donate the caboose in

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2014. She started a petition in 2015 to try to keep the blue caboose in Sykesville. She has been in touch with locals who have a plan on how to restore the caboose, and she has researched ways to receive donated display rails for the caboose.

Mayor Shaw explained that when the Town decided to donate the caboose, it was falling into disrepair, and they were quoted close to \$100,000 to restore it. The donation was done in multiple open meetings in 2014. The Town is looking into the possibility of rescinding the donation.

2. Debt Payoff Proposal

Evelyn Sweet, Town Treasurer, presented a plan to payoff the loan for 714 Sandosky Road. She explained that it will save the Town over \$100,000 in interest if it is paid off early. It will not cause a raise in taxes, as the value is still with the building and land.

MOTION: Council Member Grasley motioned and Council President Betz seconded to approve the debt payoff plan for 714 Sandosky Road.

The motion carried unanimously.

3. Investment Strategies

Ms. Sweet presented an investment strategy to the Mayor and Council. Her proposed strategy is to invest \$800,000 into new tiered Certificates of Deposit, using cash that is currently in the Savings for Checking Funds account. The Town would earn \$9,500 more in annual interest. She suggested putting \$100,000 in a six month CD at 1.5% interest, \$100,000 in a nine month CD at 1.55% interest, and \$600,000 in a 12 month CD at 1.75% interest.

MOTION: Council Member Grasley motioned and Council Member True seconded to approve the investment of \$800,000 in tiered Certificates of Deposit using cash in the Savings for Checking Funds account.

The motion carried unanimously.

4. CIP Summary Presentation

Ms. Sweet presented the CIP priorities summary to the Mayor and Council. Council President Betz explained that she was looking at the items on the CIP ranked high and medium priority when she ranked her priorities. Council Member Link strongly believes that the Town House landscaping should be completed this year. The amount requested for it was a pared down version of everything that needs to be done to the landscape. The second floor HVAC replacement will need to happen soon.

5. June Meeting Date

The June Mayor and Town Council meeting conflicts with the MML Summer Conference, which members of the Council and staff will be attending. It was suggested to move the meeting to June 25, 2018.

MOTION: Council Member Grasley motioned and Council Member Keenan seconded to move the June Mayor and Town Council meeting to June 25, 2018.

The motion carried unanimously.

6. Downtown Sykesville Connection request for Location of Farmers' Market at 714 Sandosky for 2018 Season

Julie Della-Maria, Executive Director of the Downtown Sykesville Connection, requested the use of 714 Sandosky Road for the 2018 Farmers' Market. She explained that if the market had to move back to its previous location, there would need to be street closures, there would not be enough room for the moon bounce, and there would have to be a decrease in the number of vendors. It would infringe on the parking for Baldwin's Station Restaurant and for churchgoers. There was some concern over the use of 714 Sandosky Road if it is sold, but the Mayor and Council believe it won't be a problem for the 2018 season. Ms. Della-Maria asked if signs could be placed the night before the Farmers' Markets indicating no overnight parking. She also asked if the parade floats could be parked in the 714 Sandosky Road lot after the Fourth of July parade after the Farmers' Market is over that day.

MOTION: Council Member Link motioned and Council Member Keenan seconded to allow the Farmers' Market to use 714 Sandosky Road as their location for the 2018 season.

The motion carried unanimously.

7. Update on Outlook 365 Proposal

Aretha Adams, Town Manager, explained that the current system, Swishmail, is antiquated and does not meet the Town's needs. SelTec will be able to migrate information over from the current system to the new system. The security level will also be much higher with a new system.

MOTION: Council Member Link motioned and Council Member Carter seconded to approve up to \$5,000 this fiscal year for the new email system and the setup with future years added to the budget.

The motion carried unanimously.

8. Surplus of Public Works Items

Derek Shreves, Public Works Director, suggests the surplus of the Pro 150 Walk Behind Mower and the 2002 Ford Dump Truck. The dump truck was the one that was totaled in 2017.

MOTION: Council Member Grasley motioned and Council Member Link seconded to surplus the Pro 150 Walk Behind Mower and the 2002 Ford Dump Truck.

The motion carried unanimously.

MOTION: Council Member Grasley motioned and Council Member Keenan seconded to take a five minute recess at 8:55 P.M.

The motion carried unanimously.

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MOTION: Council Member True motioned and Council Member Grasley seconded to go back into open session at 9:06 P.M.

The motion carried unanimously.

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; and (7) to consult with counsel to obtain legal advice on a legal matter.

MOTION: Council Member Grasley motioned and Council Member True seconded to go into closed session at 9:07 P.M.

The motion carried unanimously.

Those in attendance were: Mayor Shaw, Council President Betz, Council Members Carter, Grasley, Keenan, Link, and True, Town Manager Aretha Adams, Town Attorney Dennis Hoover, and Police Chief Michael Spaulding for the first item discussed.

Items discussed were:

- **Personnel – Police Officer – Confidential Personal Information**
- **Personnel – FY 2019 Personnel Budget Review – Confidential Personal Information**
- **Consult with Legal Counsel – Blue Caboose**

MOTION: Council Grasley motioned and Council Member True seconded to go back into open session at 9:51 P.M.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Council Member True motioned and Council Member Grasley seconded to adjourn meeting at 10:04 P.M.

The motion carried unanimously.

**Respectfully submitted
Town Clerk Kerry Chaney**