

DRAFT

OFFICIAL MINUTES OF APRIL 9, 2018 REGULAR COUNCIL MEETING
NO. 18-07

The Council meeting of the Town of Sykesville was held on Monday, April 9, 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
Mark Onheiser, Special Projects Coordinator
Dennis Hoover, Town Attorney

ANNOUNCEMENTS:

- Spring Cleanup Day is April 28. Place your unwanted bulk pickup items at the curb the night before. Appliances will be picked up on April 30.
- Pots of Posies Open House at the Historic Colored Schoolhouse on April 29 from 2 P.M. to 4 P.M.
- Art and Wine Festival on May 6 from 12 P.M. to 5 P.M.

PUBLIC

CONCERNS: A resident, Bob Barker, was in attendance to discuss the railroad bridge over Spout Hill Road. He is interested in seeing it turned into a walkable path to connect the trails with the downtown. There were questions about who owned the bridge.

TREASURER'S

REPORT: February 2018 Treasurer's Report was presented by Evelyn Sweet, Town Treasurer. There were no questions from Council.

MOTION: Council Member True motioned to approve the February 2018 Treasurer's Report as written. Council President Betz seconded.

The motion carried unanimously.

PUBLIC SAFETY

REPORT: Chief Spaulding presented the Public Safety Report for the period of March 19 through April 3. There was a total of 399 reports including 10 assists of other agencies, five community policing events, eight incident reports, 222 patrol checks, and 49 traffic enforcement initiatives. He explained that there was an ongoing

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investigation listed in the incident reports that he would prefer not to discuss in public at this time. He also explained that the unattended death was not opioid related.

Chief Spaulding announced that PFC Kirkner is the Officer of the Quarter. Also, the officers went to the range recently, and Sergeant Kilgore was able to use his new firearms instructor certification to assist with their training as well as train three officers from the Mt. Airy Police Department.

Chief Spaulding explained that April is National Distracted Driving Awareness Month, and his officers have increased their patrols to specifically target distracted drivers. The Maryland law says all phones must be hands free, including plugging a phone in while driving.

COUNCIL COMMITTEE

REPORTS:

- **Written reports were provided**

OPEN SESSION:

Consent Agenda:

- I. (2018-14) Town Council Minutes from March 26, 2018**
- II. (2018-15) Approval of Energy Co-op Agreement with CQI Associates**
- III. (2018-16) Approval of FY 2019 Landscaping Contract**

MOTION: Council Member True motioned to approve the items on the Consent Agenda with items (2018-15) and (2018-16) removed for further discussion. Council Member Grasley seconded.

The motion carried unanimously with Council Member Keenan abstaining.

II. (2018-15) Approval of Energy Co-op Agreement with CQI Associates

Council Member True asked to discuss this further. Joe Tabling, representative of CQI Associates, was in attendance to discuss the agreement. He explained that CQI Associates requests prices from different energy suppliers, and the rates are fixed for the duration of the agreement. Mr. Tabling presented the list of rates and explained that he recommends using Constellation Energy for a 24 month contract. The fee to break the contract, if needed, is the average kilowatt hour usage per month multiplied by the remaining months left in the contract. The Town's street lights are not included in this contract because they are typically classified so the cost is much lower than average energy.

MOTION: Council Member Grasley motioned to enter into a 24 month contract with Constellation Energy through CQI Associates and to authorize the Town Manager to sign the necessary documents. Council Member Keenan seconded.

The motion carried unanimously.

III. (2018-16) Approval of FY 2019 Landscaping Contract

Council President Betz asked to pull this item from the Consent Agenda because it should be decided upon after item (2018-19) Discussion of the CIP Landscaping Plan.

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Business:

IV. (2018-17) Discussion of Phone System Updates

Kerry Chaney, Town Clerk, explained that the current phone system is close to 20 years old and has become increasingly more unreliable. There was an issue with the voicemail system that took over a month to fix because the only parts available are outdated and refurbished. There were questions about the cost of the phone system updates. Ms. Chaney explained that the most cost effective solution is to lease a new phone system that is part landline and part Voice Over Internet Protocol (VoIP) phones. This will allow for the Town House and Police Department to be connected as well as the addition of the Public Works Department and the Post Office. Other features of the new system will allow for increased safety and functionality. Council Member True suggested that staff seek quotes from other companies. He will provide contact information for a company he worked with recently.

Ms. Chaney also explained that with this update, the phone service and the internet service will be bundled together instead of on separate bills. This will include an internet upgrade for the Police Department. They currently have internet provided by a company called Skyline. The internet is slow and unreliable. They will be added to the same Comcast plan as the rest of the Town offices, which will provide them with the speed and bandwidth they need.

V. (2018-18) Approval of the FY 2018 Budget Amendments

Evelyn Sweet, Town Treasurer, presented the FY 2018 Budget Amendments.

MOTION: Council Member True motioned to approve the FY 2018 Budget Amendments as presented. Council Member Link seconded.

The motion carried unanimously.

VI. (2018-19) Discussion of the CIP Landscaping Plan

Mark Onheiser, Special Projects Coordinator, and Mark Messick, Seven Springs Landscaping, were in attendance to discuss this item. The Mayor and Council had approved \$10,000 on the FY 2019 Capital Improvements Plan to improve the landscaping around the Town House. Mr. Messick explained that the hedgerow between the flag poles and the Beck's parking lot should not be removed if nothing is planted in its place. It acts as a fence and buffer from kids rolling down the hill. He suggests removing and replacing with a more natural looking hedgerow that will flower in pink hues. He also explained that the boxwoods currently surrounding the War Memorial will be transplanted to the front of the Town House where other large hedges are currently located.

Mr. Onheiser explained that the proposal includes the landscaper removing the hedges with the proper tools rather than Public Works removing them. There are also three trees on the plan that are suggested to be planted at a later date rather than when all of the landscaping is initially completed.

MOTION: Council Member Keenan motioned to approve the landscape design as presented. Council Member Carter seconded.

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The motion carried unanimously.

There were questions regarding the maintenance of the hedgerow along Obrecht Road. Mr. Onheiser explained that while it was part of the previous landscape contracts, there was no actual maintenance other than spreading mulch. Removing and replacing the hedgerow will be more cost effective than attempting to bring it back up to a good condition. Public Works will trim and mulch the hedgerow, but it will not be included in the landscape contract.

MOTION: Council Member True motioned to accept the FY 2019 landscaping contract. Council Member Keenan seconded.

The motion carried unanimously.

**MANAGER AND
COUNCIL COMMENTS:**

Ms. Adams asked Derek Shreves, Public Works Director, to give an update on the stormwater ponds. Mr. Shreves explained that he met the County Inspector at the Hawk Ridge stormwater pond. The Inspector indicated that with perfect weather conditions, the project would be done by the end of April. Most likely, it will extend to the middle of May. They need to muck out the pond, and truck traffic will increase temporarily as a result.

Council Member Grasley announced that he completed the Open Meetings Act training as required and recommends that everyone on the Council complete it as well.

MOTION: Council Member Link motioned for a five minute recess at 8:21 P.M. Council President Betz seconded.

The motion carried unanimously.

MOTION: Council Member Grasley motioned to go back into open session at 8:32 P.M. Council Member Link seconded.

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 President Betz motioned and Council Member Link seconded to go into closed session at 8:33 P.M.

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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, and Town Attorney Dennis Hoover.

Items discussed were:

- I. Personnel – Law Enforcement Officers Pension System Review – Confidential Personal Information**
- II. Consult with Legal Counsel – Warfield Water and Sewer Covenant**
- III. Consult with Legal Counsel – Warfield Memorandum of Understanding Regarding Traffic Patterns**

MOTION: Council Member Link motioned and Council Member True seconded to go back into open session at 9:26 P.M.

The motion carried unanimously.

MOTION: Council Member True motioned to pursue the LEOPS entrance resolution. Council Member Carter seconded.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Mayor Shaw motioned and Council President Betz seconded to adjourn meeting at 9:29 P.M.

The motion carried unanimously.

**Respectfully submitted
Town Clerk Kerry Chaney**