



Town of Sykesville

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Town House

Ian Shaw, Mayor

Dawn M. Ashbacher, Town Manager

Linda S. Quinn, Town Treasurer

Janice M. Perrault, Town Clerk

APPROVED

OFFICIAL MINUTES OF APRIL 14, 2014 REGULAR COUNCIL MEETING **NO. 14-06**

The regular Council meeting of the Town of Sykesville was held on April 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, and Council Members Leo Keenan, Julia Betz, Anna Carter, Stacy Link and Al Grasley

ABSENT: Council President Frank Robert

STAFF: Dawn Ashbacher, Town Manager
Sgt. Shawn Kilgore, Interim Police Chief
Janice Perrault, Town Clerk
Ivy Wells, Main Street Manager
Linda Quinn, Town Treasurer

PUBLIC CONCERNS: Nothing

SWEARING IN CEREMONY: Officer Steven Deal was sworn in by Mayor Shaw.

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

STATE RETIREMENT SYSTEM

PRESENTATION: Mayor Shaw introduced R. Dean Kenderdine, Anne Gawthrop, and Mike Golden from the Maryland State Retirement System. They presented information to the Mayor and Town Council about the Maryland State Retirement Plan and the process for the Town of Sykesville to join the system.

MINUTES: March 24, 2014

MOTION: Council Member Betz motioned and Council Member Link seconded to approve the minutes for March 24, 2014 as written.

The motion carried unanimously.

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PUBLIC SAFETY

REPORT:

Sergeant Kilgore reported on the period from March 29 through April 9. There were a total of 151 calls for service which included 12 assists to other police agencies/departments outside the Town. Sergeant Kilgore updated the Mayor and Town Council on the incident at South Carroll High School. He indicated a 20-year-old has been arrested.

COUNCIL COMMITTEE

REPORTS:

- **Main Street Association Board (MSA)** – Council Member Keenan announced that Mimosas on Main Street was a big success. Two additional stores opened on Main Street; You Lucky Dog and Sykesville Art and Pottery.
- **Historic District Commission** – Council Member Link announced several applications were reviewed at the last meeting, including a request for demolition of a house. This request was deferred for 90 days. The next meeting will be held on April 22. Ms. Link also mentioned the Schoolhouse hosted Pots of Posies on Sunday, April 6 and it was a big success.
- **Warfield Development Corporation (WDC)** – Mayor Shaw announced the WDC is still working on the contract details. The next meeting for WDC is scheduled on May 7.
- **Planning Commission** – Council Member Betz announced the next meeting is scheduled for May 5.
- **Main Street Association, Promotions Committee** – Council Member Grasley announced the Committee is working on the Art and Wine festival and a discount will be offered to residents for tasting. The next meeting will be held on April 30.
- **Parks & Recreation Committee** – Council Member Carter announced the Charette for South Branch Park was successful. She mentioned several ideas that evolved from the meeting. The next meeting will be held on April 24.

ANNOUNCEMENTS:

Part time employee – On March 24, 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.

Easter Egg Hunt – On Friday, April 18, the Parks and Recreation Committee will host the Easter Egg hunt at Millard Cooper Park at 10:00 a.m.

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First Friday's – On May 2, and every first Friday of the month, the Main Street Association will provide live music starting at 7:00 p.m. in the Gazebo. All the shops will be open late.

Art & Wine Festival – The Main Street Association will host this festival on Sunday, May 4 from noon to 5:00 p.m.

Sykesville Cinema – The first movie of the season will be held at Millard Cooper Park on Saturday, May 10 at dusk. The movie will be How to Train your Dragon.

BUSINESS:

1. **Adoption of the Carroll County Hazard Mitigation Plan** – On March 6, The Carroll County Commissioners adopted "**Carroll County Hazard Mitigation Plan**". Dawn Ashbacher, Town Manager outlined that the county is now eligible to apply for grants under many 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 adopt the Plan and submit a copy of the documentation of adoption to Carroll County.

MOTION: Council Member Betz motioned and Council Member Link seconded to approve the resolution to adopt the "**Carroll County Hazard Mitigation Plan**".

The motion carried unanimously.

2. **Memorandum of Intent (MOI) for Joint Participation In Complying With National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Requirements** – Mayor Shaw discussed the concept of pursuing a joint Phase I NPDES MS4 permit. This would require a cost sharing arrangement with the Town, other municipalities in the county, and the County. Mayor Shaw announced there is a joint meeting scheduled for Thursday, April 17, with the County Commissioners and the Mayors of the other municipalities.

MOTION: Council Member Grasley motioned and Council Member Link seconded to authorize Mayor Shaw to sign the Memorandum of Intent, a document that is an expression of intent for participating in negotiations with the County and municipalities to develop an operating agreement that implements a shared cost arrangement with respect to stormwater management.

The motion carried unanimously.

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- 3. Introduction of Ordinance NO. 287 FY 2014-2015 Budget and Tax Rate –** Mayor Shaw introduced Ordinance NO. 287, the proposed FY 2014-2015 Budget and Tax Rate. He indicated a Public Hearing will be held at the next meeting on April 28.

MOTION: Mayor Shaw motioned and Council Member Grasley seconded to introduce Ordinance No. 287 FY 2014-2015 Budget and Tax Rate.

The motion carried unanimously.

- 4. Storm Water Management Fee –** Mayor Shaw opened up discussion about implementing a fee to pay for the stormwater management. Ideas were mentioned including assessing a fee, raising the tax base, or using the Town's Capital Reserve.
- 5. Introduction of FY 2014 Mid-Year Budget Amendments –** Dawn Ashbacher introduced the amendments to the FY 2014 budget as a result of several motions made throughout the year. There are some additional amendments that will need approval in the future.
- 6. FY 2014 Expenditures –** Dawn Ashbacher is requesting authorization of FY 2014 expenditures.

MOTION: Council Member Link motioned and Council Member Betz seconded to authorize the expenditure for the Mayor's registration and lodging for the Fall MML Conference and the Mayors Association Conference in the spring.

The motion carried unanimously.

MOTION: Council Member Link motioned and Council Member Carter seconded to authorize an expenditure of \$1,500 for a survey of the Little Sykes Property and provide a legal description and map of the property as part of the Program Open Space land conversion application using funds from the assigned balance for impact fees.

The motion carried unanimously.

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MOTION: Council Member Grasley motioned and Council Member Link seconded to authorize an expenditure of \$46,000 from the Capital Reserve for stormwater repairs at Vantage Point in FY 2014. Repayment of funds to the Capital Reserve will be as follows: \$36,660 from the FY 2014 Capital Budget and \$9,340 of unspent FY 2014 funds reallocated from Capital Outlay – Streets & Roads to be transferred to the Capital Reserve.

The motion carried unanimously.

MOTION: Council Member Grasley motioned and Council Member Link seconded to take a five minute recess at 9:30 p.m.

The motion carried unanimously.

CLOSED SESSION: Mayor Shaw motioned and Council Member Grasley seconded to go into closed session at 9:40 p.m.

The motion carried unanimously.

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

Those in attendance were: Mayor Shaw, Council President Robert, Council Members Betz, Carter, Grasley, Keenan, Link, Town Attorney, Dennis Hoover and Town Manager Dawn Ashbacher.

Items discussed were:

ABSENT: Council President Frank Robert

- Consult with legal counsel to discuss pending litigation on Town right-of-ways – No action
- Personnel – Compensation adjustments for specific employees - confidential personal information – Action
- Personnel – Police Chief Search – confidential personal information – No action

MOTION: Council Member Link motioned and Mayor Shaw seconded to go back into open session at 11:07 p.m.

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The motion carried unanimously.

ADJOURN: **There being no further business to come before the Council, Council Member Grasley motioned and Council Member Betz seconded to adjourn meeting at 11:08 p.m.**

The motion carried unanimously.

Respectfully submitted
Janice Perrault
Town Clerk