

Dear

OFFICIAL MINUTES OF JUNE 10, 2019 REGULAR COUNCIL MEETING
NO. 19-11

The Council meeting of the Town of Sykesville was held on Monday, June 10, 2019. 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 Alan Grasley, and Council Members Anna Carter, Mark Dyer, and Leo Keenan

ABSENT: Council Members Stacy Link and Jeremiah Schofield

STAFF: Franklin Schaeffer, Interim Town Manager
Police Chief Michael Spaulding
Evelyn Sweet, Town Treasurer
Kerry Chaney, Town Clerk
Derek Shreves, Public Works Director
Jared Schumacher, Circuit Rider/Grants Manager

WELCOME: Mayor Shaw introduced Madilyn Myers, a semi-finalist in the Maryland Municipal League's "If I Were Mayor..." essay contest and the new Junior Mayor. Junior Mayor Myers read her essay and helped preside over the meeting.

PUBLIC

COMMENTS: Paul Potter and Joe Walton were in attendance from a local robotics team. They explained that they are looking for a space to meet and build, possibly 714 Sandosky Road. They are hoping to have the Town sponsor and give them space. They have three teams that meet at different times and would need a place to use some power tools and store the robots.

TREASURER'S

REPORT: Evelyn Sweet, Town Treasurer, presented the Treasurer's Report for April 2019. She explained that there was nothing out of the ordinary on this report, and just about everything is on track for the budget except for some amendments that will be brought forward later in the meeting.

MOTION: Council President Grasley motioned to approve the April 2019 Treasurer's Report. Council Member Carter seconded the motion.

The motion carried unanimously.

PUBLIC SAFETY

REPORT: Chief Spaulding presented the Public Safety Report for the period of May 20 through June 2. There were a total of 359 incidents including 10 assist other agencies, 38 foot patrols, 13 incident reports, 165 patrol checks, and 37 traffic enforcement initiatives.

Chief Spaulding explained that there was a complaint about speeding on Jennifer Way posted on Facebook. Since April 24, there have been 25 traffic enforcement initiatives conducted on Jennifer Way. There has also been three speed surveys conducted on Jennifer Way so far that do not show any significant speeding, gross violations, or patterns of excessive speeds. The complainant did not reach out to the Police Department prior to posting on Facebook.

Chief Spaulding also explained that if any citizen believes there is speeding happening on their road, they should note times and vehicle descriptions or license plates. Officers can pay a visit to the potential violators to give them a warning and let them know there was complaints about their speeding.

COUNCIL COMMITTEE

REPORTS:

- **Merchants** – Council President Grasley announced that he did not attend the most recent Merchants Meeting and was not provided minutes in preparation of the Town Council meeting.
- **Historic District Commission (HDC)** – Council Member Carter announced that she attended the May 29 HDC meeting. There was an application for street furniture on Main Street and discussions from Lennar regarding windows and other aspects of the Warfield town homes and from Steve McCleaf regarding a roof repair on the historic buildings.
- **Schoolhouse and Gate House** – Mayor Shaw announced that he is working on connecting with the curators of both of these places.
- **Planning Commission** – Council Member Dyer announced that he attended the last Planning Commission meeting. There was discussions from the County and about a subdivision in Shannon Run.
- **Downtown Sykesville Connection (DSC)** – Council Member Keenan announced that the DSC was meeting later tonight.

ANNOUNCEMENTS:

- Next Mayor and Town Council Meeting is on July 15, 2019.
- We have volunteer opportunities available on the Historic District Commission, Police Auxiliary, and Crossing Guard. Email town@sykesville.net for more information about volunteering with the Town.

OPEN SESSION:

Consent Agenda:

- I. **(2019-48) Minutes from May 28, 2019**
- II. **(2019-49) Appointment of Julia Betz and Ken Johnson to the Planning Commission**

MOTION: Council Member Keenan motioned to approve the items on the Consent Agenda. Council Member Carter seconded the motion.

The motion carried unanimously.

Business:

III. (2019-50) Consider/Discuss/Act on Strategic Demolition Grant Resolution No. 2019-02 – Warfield

This topic was discussed at the last Council meeting. Council Member Carter noted that the grant application lists Main Street businesses that are no longer in existence

MOTION: Council Member Keenan motioned to authorize the Mayor to sign Resolution NO. 2019-02 for the Strategic Demolition Grant for Warfield. Council President Grasley seconded the motion.

The motion carried unanimously.

IV. (2019-51) Consider/Discuss/Act on Circuit Rider MOU, Resolution NO. 2019-04, and Assurances

This MOU, Resolution, and the assurances document allow the Town to extend the grant for the Circuit Rider position. Nothing has changed from the previous application for the grant.

MOTION: Council President Grasley motioned to authorize the Mayor to sign Resolution NO. 2019-04 for the Circuit Rider grant and sign the MOU and the Assurances document. Council Member Carter seconded the motion.

The motion carried unanimously.

V. (2019-52) Consider/Discuss/Act on Award of the Contract for the Poured in Place Rubber Safety Surfacing Bid for Burkett Park

There was one bid for this project that came in higher than expected. Jared Schumacher, Circuit Rider and Grants Manager, worked with the company to lower the price slightly. The surfacing is already in place.

MOTION: Council Member Carter motioned to award the contract for the poured in place rubber safety surfacing at Burkett Park to Cunningham Recreation in the amount of \$48,284. Council President Grasley seconded the motion.

The motion carried unanimously.

VI. (2019-53) Consider/Discuss/Act on FY2019 Budget Amendments

Evelyn Sweet, Town Treasurer, presented FY2019 budget amendments. She explained that the amendments will require the use of the Unrestricted Fund in the amount of \$21,231. This could be offset by higher than projected revenues. The amount will be drawn from the Unrestricted Fund and the net profit at the end of the year will go into the Unrestricted Fund.

The amendments includes money for payouts for terminated employees, assigns donations, records grant revenues and expenditures, and assigns funds for uncompleted FY2019 Capital Improvement Projects.

MOTION: Council President Grasley motioned to approve the presented FY2019 Budget Amendments. Council Member Carter seconded the motion.

The motion carried unanimously.

VII. (2019-54) Consider/Discuss/Act on Resolution NO. 2019-05 for DSC Alcohol Permits

The Downtown Sykesville Connection (DSC) submitted two event permits for wine strolls in August and September. Staff has reviewed the permits and received answers to their follow up questions. The Resolution will allow the DSC to pull a liquor license for the events. Council confirmed that the events will be ticketed events.

MOTION: Council Member Keenan motioned to approve Resolution NO. 2019-05 for the Downtown Sykesville Connection Alcohol Permits for two wine strolls. Council Member Carter seconded the motion.

The motion carried unanimously.

VIII. (2019-55) Downtown Sykesville Connection Presentation

Rachael Beck, President of the Downtown Sykesville Connection (DSC), presented on what the DSC Board has been working on for the past year. She explained that there is a Board Manual that will be finished by the end of the year including their mission and focus statements, a strategic plan for the next two to five years, board selection and orientation processes, communications and social media, and a code of conduct. The DSC Board had a retreat in January where they worked to figure out all of the important information. Ms. Beck also explained that the Board was looking at the Choose Civility campaign in Howard County, and the DSC is thinking about becoming an affiliate of the Howard County Chapter. They are also hoping the Town could become a chapter of the program as well.

MOTION: Council President Grasley motioned and Council Member Carter seconded to take a five minute recess at 8:02 P.M.

The motion carried unanimously.

MOTION: Council President Grasley motioned and Council Member Carter seconded to go back into open session at 8:08 P.M.

The motion carried unanimously.

Julie Della-Maria, Executive Director of the DSC, presented what the five groups of the DSC have been working during the year. She explained each of the five groups and their main focuses. There was discussion about having veteran flags on Main Street, and the merchants will be purchasing flags from the different military

branches to decorate with during the Fourth of July holiday. There is also talks about participating in Wreaths Across America with the Springfield Presbyterian Cemetery.

Ms. Della-Maria explained that sponsorships for events are usually done on a single event basis and are advertised on the event page; the DSC also solicits sponsorships through an email list.

Ms. Della-Maria also announced that they are still in need of volunteers for the parade.

**COUNCIL AND
MANAGER
COMMENTS:**

- Frank Schaeffer, Interim Town Manager, announced that bids are due on June 11 for road paving
- Staff is working on requests for proposals for the Gate House Museum and Town House improvements.

ADJOURN: There being no further business to come before the Council, Council Member Carter motioned and Council President Grasley seconded to adjourn meeting at 8:26 P.M.

The motion carried unanimously.

**Respectfully submitted
Town Clerk Kerry Chaney**