



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 MAY 27, 2014 REGULAR COUNCIL MEETING **NO. 14-09**

The regular Council meeting of the Town of Sykesville was held on May 27, 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, Council President Frank Robert, and Council Members Leo Keenan, Julia Betz, Anna Carter, Stacy Link and Al Grasley

STAFF: Dawn Ashbacher, Town Manager
Janice Perrault, Town Clerk
Linda Quinn, Town Treasurer
Michael Spaulding, Chief of Police

WELCOME AND RECOGNITION: Mayor Shaw introduced Maya Tzan from Piney Ridge Elementary School. Ms. Tzan participated and was selected as a semi-finalist in the essay contest sponsored by the Maryland Municipal League "If I were Mayor".

PUBLIC CONCERNS: Update on the Town website

MINUTES: May 12, 2014

MOTION: Council Member Link motioned and Council President Robert seconded to approve the minutes from May 12, 2014 as written.

The motion carried unanimously.

PUBLIC SAFETY REPORT: Chief Spaulding reported on the period from May 8 through May 21. There were a total of 95 calls for service which included 11 assists to other police agencies/departments outside the Town.

TREASURER'S REPORT: April 2014

MOTION: Council Member Betz motioned and Council Member Grasley seconded to approve the April Treasurer's report as written.

The motion carried with Council Member Carter abstaining.

COUNCIL MEETING MINUTES

May 27, 2014

Cont.

COUNCIL COMMITTEE REPORTS:

- **Main Street Association Board (MSA)** – Council Member Keenan announced the board has not met since the last Council meeting. He announced the Farmers Market will begin on Sunday, June 1, and First Friday on June 6.
- **Historic District Commission** – Council Member Link announced the next meeting will be held on May 28 and currently there are 6 applications to review.
- **Warfield Development Corporation (WDC)** – Mayor Shaw announced informal meetings are continuing with the county.
- **Military Memorial** – Council President Robert announced they are getting ready to order the star for the memorial. He also mentioned his concern for lack of parking downtown and would like to see a committee formed to look at this issue. Dawn Ashbacher provided an update on actions to address downtown parking, including an update on discussion with St. Paul's Church on granting a license to the Town for public use of the Church's parking areas.
- **Planning Commission** – Council Member Betz mentioned the Commission reviewed the FY 2015 Capital budget at its last meeting. Commissioners requested a reinstatement of the Capital Improvement Plan committee in the future. Mayor Shaw indicated that committee has not met in the last few years. The FY 2016-2019 Capital Improvement Plan is projected to be introduced this fall. Mayor Shaw is considering holding a work session so all interested can provide input. The next meeting is scheduled for June 2.
- **Main Street Association, Promotions Committee** – Council Member Grasley announced the next meeting will be held on Wednesday, June 4.
- **Parks & Recreation Committee** – Council Member Carter announced the Committee is in the process of finalizing a few of the upcoming activities. The next movie in the park and the Healthy Eating Active Living (HEAL) walk will be held on June 14. The concerts in the park will start on Friday, July 11. The Committee plans to meet and walk the Linear Trail and they are pursuing another grant to either widen the path or replace the bridge on the trail.

ANNOUNCEMENTS:

Historic District Commission – The meeting will be held on Wednesday, May 28, due to the Memorial Day holiday.

Mayor and Town Council Meeting – The next meeting will be held on June 23.

Volunteer Recognition event – On Friday, June 27, at 7:00 p.m.

COUNCIL MEETING MINUTES

May 27, 2014

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BUSINESS:

1. **Governor Frank Brown Trail and Letter of support** – Council Member Betz explained this is the trail from Eldersburg that will eventually connect with Sykesville. It is requested the Town support the grant funding request by the County to continue this trail.

MOTION: Council Member Keenan motioned and Council Member Betz seconded to authorize the Town Manager to sign a letter of support for grant funding for the Governor Frank Brown Trail.

The motion carried unanimously.

2. **Bids for Vantage Point Storm Drainage Channel Reconstruction** – Dawn Ashbacher, indicated the lowest bid received was \$78,750. She indicated that only \$28,000 was in the budget and if the lowest bid was accepted, an additional \$50,000 would be needed. The Mayor and Council decided it would be best to explore options and then reissue the Request for Proposals.

MOTION: Mayor Shaw motioned and Council Member Link seconded to reject the bids for Vantage Point Storm Drainage Channel Reconstruction.

The motion carried unanimously.

3. **Introduction of FY 2014 Year-End Adjustments** – Dawn Ashbacher outlined the year end budget update and indicated that at the end of June more accurate year end projections will be provided. A positive balance is anticipated due to lower than budgeted expenses. Discussion took place about approving additional funds for the Police Department to upgrade in car computers and a server (\$27,000), replacement of the Tower floor at the Old Main Line Visitor Center (\$3-5,500), street sweeping services (\$7,000), Burkett Park mulch (\$6,000), and Vantage Point. The Mayor and Council decided to defer street sweeping as well as Burkett Park mulch. The Council wanted to make sure they were investing in the best long-term design for Burkett Park.

MOTION: Council Member Link motioned and Council Member Keenan seconded to authorize to spend up to \$4,000 for installation of a laminate floor at the Tower above the Old Main Line Visitor Center.

The motion carried unanimously.

4. **Prayer at the beginning of meetings** – Council Member Grasley would like to recite a short prayer at the beginning of each meeting. He indicated he would like to exercise his right based on the recent Supreme Court decision. The Mayor and Town Council all voiced concerns and were not in favor of moving forward with doing this. Council Member Grasley decided not to pursue this effort.

COUNCIL MEETING MINUTES

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- 5. Warfield Complex property rehabilitation/demolition – Dawn Ashbacher** explained the potential future owners, The Warfield Collaborative, would like to do some work including taking down trees and removing and preserving a porch that has fallen in disrepair. Currently, the Mayor and Town Council are the owners and should determine how it wants to handle review and approve such requests. The Mayor and Town Manager could be given this authority. In addition, the Historic District Commission will need to review and approve all applications.

MOTION: Council Member Grasley motioned and Council Member Betz seconded to authorize the Mayor and Town Manager to jointly make decisions and approve requests with respect to pre-closing changes to the condition of the property for the Warfield Complex.

The motion carried unanimously.

- 6. Update to the Town Website – Dawn Ashbacher** announced that the website is back up and running. There was a malware that infected part of our site that has been removed. The email system was not affected since it was on a different server. She also mentioned that we are still interviewing potential companies for a new website.

MOTION: Council Member Grasley motioned and Council Member Keenan seconded to take a 5 minute recess at 9:40 p.m.

The motion carried unanimously.

CLOSED SESSION: Council Member Grasley motioned and Council President Robert seconded to go into closed session at 9:58 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.

COUNCIL MEETING MINUTES

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Items discussed were:

- Consult with Legal Counsel - Potential litigation regarding Town Right of Way – no action
- Consult with Legal Counsel - Warfield Contract Negotiations – no action
- Consult with Legal Counsel – Acquisition of land – no action
- Personnel – Public Works vacancies – confidential information – no action

MOTION: Council Member Keenan motioned and Mayor Shaw seconded to go back into open session at 10:45 p.m.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Mayor Shaw motioned and Council President Robert seconded to adjourn meeting at 10:46 p.m.

The motion carried unanimously.

Respectfully submitted

Janice Perrault

Town Clerk