



Town of Sykesville

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Town House

Ian Shaw, Mayor

Joseph Cosentini, Town Manager

Craig Weaver, Town Treasurer

Kerry G. Chaney, Town Clerk

OFFICIAL MINUTES OF JANUARY 25, 2021 REGULAR COUNCIL MEETING **NO. 21-02**

The Council meeting of the Town of Sykesville was held on Monday, January 25, 2021. Mayor Shaw called the meeting to order at 7:00 P.M. via Zoom.us. 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, Leo Keenan, Stacy Link, and Jeremiah Schofield.

STAFF: Joseph Cosentini, Town Manager
Police Chief Michael Spaulding
Craig Weaver, Town Treasurer
Kerry Chaney, Town Clerk
Jana Antrobus, Executive Assistant

PUBLIC COMMENTS:

There were no public comments.

CONSENT AGENDA

I. Minutes from January 11, 2021

MOTION: Council Member Link motioned to approve the item on the Consent Agenda with the change provided. Council Member Schofield seconded the motion.

The motion carried unanimously.

NEW BUSINESS

II. FY 2019-2020 Audit Presentation

Wanda Lynn and Ryan Harshman presented the FY2019-2020 audit. They explained that the Town received an unmodified or clean opinion. There was an increase in the reserve amount to \$1,000,000 total, and several receivables were changed due to the pandemic and Warfield. There was also some miscellaneous income related to Warfield, including charges for services and impact fees. A spending increase occurred with the Law Enforcement Officers Pension System due to this being the first full year of the Town's participation in the system.

A significant deficiency was noted regarding journal entries by the Treasurer not being signed and approved by the Town Manager. It will be addressed and evaluated at the next audit. There may also be a change in how leases, particularly leases of cell phone towers, are reported during the next audit.

III. Introduction of Ordinance NO. 2021-01 FY 2021 Budget Revisions

Joseph Cosentini, Town Manager, presented Ordinance NO. 2021-01 for FY2021 Budget Revisions. He explained that this is a large revision request mostly due to projects that were delayed because of the COVID-19 pandemic. These projects were scheduled to be completed in FY2020 but will be added to the current budget. Most of the expenses will be reimbursed by grants.

The revisions include:

- Technology upgrades to the Council Chambers to continue live streaming meetings once in person meeting return. It is being funded through the Coronavirus Relief Fund grant.
- Comprehensive Plan expenses were originally split between FY20 and FY21, however, due to delays, the majority of the expenses will be shifted to FY21. There is no change to the overall amount of funding needed for this project.
- Hazard pay for employees is funded through the Coronavirus Relief Fund.
- The demolition of the Girls' Shelter was moved into FY21. It was grant funded.
- The Gate House had numerous repairs and a kitchen renovation that is grant funded.
- An increase was needed for the Law Enforcement Officers Pension System payments.
- Capital outlay projects include the splash pad, which is funded through Warfield money, and a new parking lot at South Branch Park.

There were no questions from the Council regarding the budget revisions.

MOTION: Council President Grasley motioned to introduce Ordinance NO. 2021-01 for FY2021 Budget Revisions. Council Member Link seconded the motion.

The motion carried unanimously.

There will be a public hearing on Ordinance NO. 2021-01 for FY2021 Budget Revisions at the next Council meeting.

ANNOUNCEMENTS/REPORTS

- Next Mayor and Town Council Meeting is on Monday, February 8, 2021. This will be a Zoom meeting.
- We have volunteer opportunities available on the Historic District Commission, SPARC, Police Auxiliary, and Crossing Guard. Email town@sykesville.net for more information about volunteering with the Town.
- The Town is looking for individuals to serve on the Board of Election Supervisors. Email town@sykesville.net for more information.
- Staff Updates

- Mr. Cosentini announced that the next meeting will have election information. An annexation petition has been received for the Schoolhouse Road property, and a resolution will be presented to Council at a future date.
- Public Safety Report
Chief Spaulding presented the Public Safety Report for January 6 through January 20. There was a total of 329 reports, including three assist other agencies, one community policing event, 23 foot patrols, 10 incident reports, 201 patrol checks, and 33 traffic enforcement initiatives.

Chief Spaulding commended Sergeant Kilgore for his work during a potentially dangerous situation. Officers, including Sergeant Kilgore, were asked to respond to a potential suicide by handgun with other individuals in the house. Sergeant Kilgore was first on the scene and was able to make contact with the person and talk him out of the house peacefully.

- Council/Committee Reports
 - Council Member Schofield announced that the Raincliffe Home Owners' Association met and discussed several committees they are considering starting, including a welcome committee, architecture committee, and pool committee. They were provided information on the upcoming election. They also discussed possibly partnering with the Town to connect to a fiber network. Council Member Schofield also announced he has been attending Maryland Municipal League Legislative Committee meetings and Carroll County Board of Education meetings. About an hour into the most recent Board of Education meeting, Ed Singer, Carroll County Health Department, gave an update on the vaccine efforts of the County.
 - Council Member Dyer announced there was no Planning Commission meeting held in January.
 - Council Member Keenan announced a Downtown Sykesville Connection (DSC) meeting was held that focused on a PR report and the 501(c)3 transition. Their next meeting is February 15. The DSC was awarded a grant from the Department of Housing and Community Development for a rent relief program for small businesses in Sykesville. The vetting process will be managed by the DSC.
 - Council President Grasley announced a merchants meeting will be held Friday, January 29.
 - Council Member Carter announced the January Historic District Commission meeting has been cancelled due to no applications.
 - Council Member Link announced the Parks and Recreation Committee is meeting Thursday, January 28, at 6:00 P.M. Keep Sykesville Beautiful is meeting with Trash Troopers to organize COVID-19 safe cleanups. There is a page on the DSC website where volunteers can sign up. She also announced a new effort called "Plogging" (picking litter while jogging) will be starting soon.
 - Mayor Shaw announced the Gate House Museum is working on a new presentation to include the Patterson family story and the

Napoleon connection along with the story of the former Governor, Frank Brown. There are no activities at the Schoolhouse. Staff is working on finding someone to fix some damaged flooring in the Schoolhouse currently. Mayor Shaw also announced that he attended the MML quarterly chapter meeting. They discussed the Hero's Act, Paycheck Protection Program, the new County Fire Chief and his goal for transitioning to a paid fire fighter system, and liability protection for businesses whose employees contract COVID-19 in the workplace.

ADJOURN: There being no further business to come before the Council, Council President Grasley motioned and Council Member Keenan seconded to adjourn meeting at 8:03 P.M.

The motion carried unanimously.

**Respectfully submitted
Town Clerk Kerry Chaney**