

APPROVED**OFFICIAL MINUTES OF AUGUST 10, 2015 REGULAR COUNCIL MEETING**
NO. 15-14

The Council meeting of the Town of Sykesville was held on Monday, August 10, 2015. 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 Leo Keenan, and Council Members Julia Betz, William Bleam, Stacy Link, and Christopher True

ABSENT: Council Member Anna Carter

STAFF: Dawn Ashbacher, Town Manager
Janice Perrault, Town Clerk
Michael Spaulding, Chief of Police
Steven Colella, Director of Economic Development

PUBLIC CONCERNS: Tent caterpillars - resident

MINUTES: **July 13, 2015** – will be on the agenda at the next meeting

**PUBLIC SAFETY
REPORT:**

Chief Spaulding presented the Public Safety Report on the period from July 8, 2015 through August 4, 2015. There were a total of 651 calls for service, and 25 assists to other police agencies/departments outside the Town. Chief Spaulding announced due to the arrest of some individuals the thefts from cars and vandalism in the area has decreased. Chief Spaulding announced he is working on an emergency response plan and he would like to share it with the Mayor and Council and all employees once it is completed. A request was made for the Mayor and Town Council and employees to take the FEMA emergency preparedness online courses. The Mayor thanked Chief Spaulding for his efforts for National Night Out.

**COUNCIL COMMITTEE
REPORTS:**

- **Historic District Commission** – Council Member Link provided an update on the Gate House Museum and mentioned they held an event at Millard Cooper Park – Paint in the Park. This activity went well and Andra Dennett, Curator, indicated she wants to do this again in the fall. There will be a history talk on September 12 that will be held at the Eldersburg Library.

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Council Member Link announced at the last meeting of the HDC a couple of applications were approved including the redesign of 7526 Main Street. The next meeting will be held on August 25.

- **Warfield Development Corporation (WDC)** – Mayor Shaw indicated the Sustainable Growth Commission held a meeting at Warfield. The next meeting is scheduled for September 2.
- **Main Street Association (MSA)** – Council Member Keenan announced the Promotion Committee is working on the Harvest Festival, and Chili and Beer Festival that will be held in September and November. The Farmers Market continues from 9-2 until October 4 on Sunday.
- **Planning Commission** – Council Member Betz announced at the last meeting, the commission gave the final approval for the subdivision plat for the Historic Carriage House II parcel on Main Street. Discussion took place about the zoning ordinance amendment for a distillery. In addition, Streetscape was discussed to get an idea on the concept design plan the Planning Commission liked. The next meeting will be held on Tuesday, September 8 due to the Labor Day holiday on Monday, September 7.
- **Streetscape** – Council Members Bleam and True mentioned the task force discussed the latest concept designs. A lot of time was spent discussing whether the Town should have parking or wider sidewalks on Main Street. There is concern about 10' travel lanes. The next meeting with SHA will be held on October 6.
- **MML** – Mayor Shaw, Council Member Bleam, and staff reported on what they learned at the convention. Everyone appreciated the opportunity to attend.

ANNOUNCEMENTS:

- At the last meeting on July 13, in closed session, the Mayor and Town Council appointed Brent Ziegler as a temporary Public Works part-time employee. The Mayor and Town Council also appointed Ben Rosier as a regular permanent part time employee.
- August 15: Historic Colored Schoolhouse Lemonade Social from 1 – 4
- September 7: Town Offices closed for Labor Day
- September 12: Harvest Festival from 9-5.
Gate House History Talk, Eldersburg Library at 1.
Sykesville Cinema—The LEGO movie
- Farmers Market continues through October 4, 9 -2
- The Town is seeking to fill vacancies on the Planning Commission, Historic District Commission and an alternate for the Board of Zoning Appeals. These are good opportunities to learn about the Town and get more involved. For more information, contact the Town at 410-795-8959.

NEW BUSINESS:

1. **Proclamation to honor Gerald Rains** – Mayor Shaw read a Proclamation

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honoring Gerald Rains who served as a Council Member from 1971 to 1989. Gerald Rains' family was in attendance to receive this Proclamation.

2. **Planning Commission appointment** – Mayor Shaw recommends re-appointing Ed Cinkole to the Planning Commission for a five year term expiring on August 31, 2020.

MOTION: Council Member True motioned and Council Member Bleam seconded to re-appoint Ed Cinkole to the Planning Commission with a term expiration date of August 31, 2020.

The motion carried unanimously.

3. **FY 2016 Paving Contract** – Two bids were received for the patching, paving, storm drain construction in Baldwin's parking lot, and other work outlined in the scope of services. The lowest bid was \$161,430, which is under budget. However, the final cost may vary depending on the actual work needed.

MOTION: Council Member Betz motioned and Council President Keenan seconded to award the contract in the amount of \$161,430 to CPE, Inc. to complete the patching, paving, storm drain construction in Baldwin's parking lot, and other work according to the Scope of Services and Contract Documents dated July 15, 2015.

The motion carried unanimously.

4. **School Bus Safety Enforcement Grant** – Chief Spaulding explained that the Police Department received a \$1,000 grant to pay for overtime for officers to enforce school bus violation in FY 2016. The program will assist in paying overtime to officers while they are monitoring drivers when school buses stop to pick up and discharge students.

MOTION: Council Member Link motioned and Council Member Bleam seconded to authorize the Mayor or his designee to sign the acceptance form for the School Bus Safety Enforcement grant in the amount of \$1,000 for FY 2016.

The motion carried unanimously.

5. **Update on Main Street Streetscape - Parking** – Dawn Ashbacher provided an update to this project and indicated she would like direction from the Council about both concepts provided by SHA. The first concept will have 14 parking spots and 5' sidewalks, the second concept does not have parking and the sidewalks are 8' wide. A third option was presented by a property owner on Main Street that creates about 15 parking spots and 10' sidewalks on one side of the street for walkability. This option was presented to SHA but the sidewalks would be about 9'. Discussion continued and it was mentioned that

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a consultant should be considered since the Town wants to make sure this project creates a downtown design most conducive to economic growth. It was mentioned that parking needs to be addressed for future growth on Main Street. Dawn Ashbacher indicated she will look into the services and cost of a consultant and find out how long a study will take.

6. **Community Parks and Playground Grant Ideas** – Dawn Ashbacher recommends applying for the 2017 Community Parks and Playground grant funding for the Warfield Trail. She also mentioned that Dan Andersen a member of the Parks and Recreation Committee has volunteered to help with this grant application.

MOTION: Council Member Betz motioned and Council Member Link seconded to authorize the Town Manager to apply for the 2017 Community Parks and Playground grant funding for the Warfield Trail.

The motion carried unanimously

7. **Proposed Zoning Amendments** – Dawn Ashbacher indicated the language in the Local Business District does not allow food trucks. She asked if the Mayor and Town Council would like to amend this language to include food trucks. The zoning amendment for the micro distillery is still a work in progress and the zoning amendment for the different classes of liquor licenses has been put on hold to focus on the micro distillery.

MOTION: Council President Keenan motioned and Council Member Link seconded to refer the proposed amendments to the Planning and Zoning Commission for a report and recommendation.

The motion carried unanimously

8. **Tent Caterpillars** – A community resident indicated his trees have the tent caterpillars and he has treated his trees and recommends that the Town treat its trees.

MOTION: Council Member Betz motioned and Council Member Bleam seconded to take a 5 minute recess at 9:28 p.m.

The motion carried unanimously.

MOTION: Mayor Shaw motioned and Council Member True seconded to go back into open session at 9:44 p.m.

The motion carried unanimously.

MOTION: Council Member True motioned and Council Member Betz seconded to go into closed session at 9:45 p.m.

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) (3) to consider the acquisition of real property for a public purpose and matters directly related to the acquisition.

Those in attendance were: Mayor Shaw, Council President Keenan, Council Members Betz, Blead, Link, True and Town Manager Dawn Ashbacher.

Absent: Council Member Carter

Items discussed were:

- **Acquisition of property** – School House Road property – action

MOTION: Mayor Shaw motioned and Council President Keenan seconded to go back into open session at 9:57 p.m.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Council Member Betz motioned and Council Member Blead seconded to adjourn meeting at 9:58 p.m.

The motion carried unanimously.

**Respectfully submitted
Janice Perrault
Town Clerk**