

OFFICIAL MINUTES OF NOVEMBER 14, 2016 REGULAR COUNCIL MEETING
NO. 16-17

The Council meeting of the Town of Sykesville was held on Monday, November 14, 2016. 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 Leo Keenan, and Council Members Julia Betz, Anna Carter, William "Chip" Bleam, Chris True, and Stacy Link.

STAFF: Dawn Ashbacher, Town Manager
Kerry Chaney, Town Clerk
Evelyn Sweet, Town Treasurer
Dennis Hoover, Town Attorney
Police Chief Spaulding
Sergeant Kilgore
Julie Della-Maria, Main Street Coordinator

PUBLIC CONCERNS: None

WELCOME: Wanda Lynn, Partner from Rager, Lehman, and Houck, presented the Town Audit for the fiscal year (FY) ending June 30, 2016. There was no change in the audit opinions from FY 2015.

MINUTES: October 24, 2016

MOTION: Council Member Betz motioned and Council Member Bleam seconded to approve the October 24, 2016 minutes.

The motion carried unanimously with Council Member True abstaining.

TREASURERS REPORT: October 2016

MOTION: Council Member Betz motioned and Council Member True seconded to approve the October 2016 Treasurers Report as written.

The motion carried unanimously.

PUBLIC SAFETY

REPORT: Police Chief Spaulding presented the Public Safety Report for the period of October 19 through November 9, 2016. There were a total of 393 reports.

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Chief Spaulding commended Sergeant Kilgore who, while conducting a patrol check of the Warfield property, apprehended a person trying to steal gutters for scrap metal.

COUNCIL COMMITTEE

REPORTS:

- **Historic District Commission (HDC)** – Council Member Link announced that there was a HDC meeting on November 9. There have been many discussions about the Warfield property to review the plan and guidelines. There were also discussions about street furniture and sandwich board sign guidelines for use in Town. The next meeting is November 22.
- **Sykesville Parks and Recreation (SPARC)** – Council Member Carter announced that the next SPARC meeting is November 17 at 7:00 P.M. at Beck's.
- The Mayor attended the fall Maryland Municipal League Conference.
- **Planning Commission** – Council Member Betz announced that the Planning Commission had a Warfield review meeting on November 7. The Planning Commissioners liked the idea of a maintenance reserve as part of the funds being offered to use the Town park property for a stormwater management facility. The next meetings are November 21 and December 5.
- **Streetscape** – Mayor Shaw and Council Member True attended the November 3 Carroll County Maryland Department of Transportation Consolidation Program Annual Tour and presented the case for funding of the design of the Town's MD 851 Urban Reconstruction project. It was suggested that the Town send the Governor and the Comptroller a letter asking for support for funding.
- **Main Street Association (MSA)** – Julie Della-Maria presented the Mayor and Town Council with a spreadsheet of the final earnings from Chili and Beer. It was the most profitable it has ever been. 10% of the net profits is going towards a scholarship and community events to help the less fortunate. There was an issue during Halloween on Main Street of some books that were handed out that many parents found inappropriate. Julie explained that it was not a merchant who was handing out the books and that she is working on ways to prevent it from happening again. Ice Fest is being planned and Julie will be back for approval of a liquor license for it. She would like to sell seasonal drinks during the event to help recoup some of the costs. She is also trying to bring live penguins to the Ice Fest.

ANNOUNCEMENTS:

- Town Offices closed for Thanksgiving, November 24 and 25.
- Recycling will be picked up on November 28 instead of on November 24 and December 1.
- Next Mayor and Town Council Meeting is Tuesday, November 29.
- 12 Hours of Christmas, December 2, 10 A.M. to 10 P.M.
- Santa's Arrival, December 3, 6 P.M. to 9 P.M.
- Cookies on Main Street, December 9, all day inside the shops
- Merry Main Street, Dec 10, 12 P.M. to 4 P.M.

OPEN SESSION:

Consent Agenda

1. **Approval of 2017 Meeting and Holiday Schedule**
2. **Proclamation of Municipal Government Works Month**

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MOTION: Council Member Betz motioned and Council Member Carter seconded to approve the items on the Consent Agenda.

The motion carried unanimously.

Business

3. Public Hearing on Ordinance NO. 297 to amend Chapter 140, Article I, §140-2 (Exhibit A) of the Code of the Town of Sykesville to designate an additional Snow Emergency Route - Willow Bottom Road.

Laura Donell, the Vice President of the Raincliffe Home Owners' Association (HOA), was in attendance to support Willow Bottom Road becoming a snow emergency route. She hopes this will help with issues, such as those during the last large snow storm and getting the roads cleared. This will help and will allow the neighborhood to have better access to emergency vehicles if they are needed during a snow emergency.

Council Member True asked if the cars parked on the sides of Willow Bottom Road will have to be moved during a snow emergency or they will be ticketed by the police. The answer is yes, although the police will first try to find the car owners to avoid having to ticket them. The HOA asked the residents to remove their vehicles from that area last year via email and Facebook. They will do that again in the future.

Signs will be added to the sides of the road designating it as a snow emergency route.

4. Consideration of Ordinance NO. 297 - Amend Chapter 140, Article I, §140-2 (Exhibit A) of the Code of the Town of Sykesville to designate an additional Snow Emergency Route - Willow Bottom Road.

MOTION: Council Member True motioned and Council Member Bleam seconded to adopt Ordinance NO. 297 – Amend Chapter 140, Article I, §140-2 (Exhibit A) of the Code of the Town of Sykesville to designate an additional Snow Emergency Route – Willow Bottom Road.

The motion carried unanimously.

5. Willow Bottom Road speed limit

Chief Spaulding did some research, and while it is in the Town Charter to allow the Mayor and Town Council to set the speed limit, State law prohibits speed limits being set below 25 miles per hour (MPH) except in school and construction zones. There is no posted speed limit on Willow Bottom currently, so it is assumed to be 30 MPH until the Mayor and Town Council set a limit. Chief Spaulding believes 25 MPH to be a reasonable speed for the road. The speed limit must be adopted by an Ordinance.

6. Norris Avenue speeding issue report

Chief Spaulding presented his plan for Norris Avenue, some of which has already been completed. The Three "Es", Engineering, Education, and Enforcement, were used when determining the plan for this road. Several signs have already been put

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up, and there are still more to be installed. There are articles about lowering speed on Facebook and in the next Town Newsletter. The police will be continuing its Traffic Enforcement Initiatives, with the addition of the speed monitoring trailer. There have been over 700 Traffic Enforcement Initiatives in Town since January of 2016.

7. Town Decorating Contest judging date

The date for judging will be on December 13, starting at 6:30 P.M. Council Member Carter will order signs for the winners.

8. Update on the Circuit Rider Program

Dawn Ashbacher, Town Manager, presented new information to the Mayor and Town Council. The State money would only go towards the salary and benefits of the Circuit Riders. Union Bridge and New Windsor are both unable to be the sponsoring agency for this program, meaning Sykesville would have to be the sponsor. It would have to be determined if the burden of being the sponsor would outweigh the benefit of having the Circuit Riders. Dennis Hoover, Town Attorney, mentioned that the type of work the Circuit Rider employees will do for the Towns could cause some confusion if they should be classified as independent contractors versus regular employees. More research is needed to determine if the program is going to be beneficial to the Town.

MOTION: Council Member Betz motioned and Council Member True seconded to take a five minute recess at 8:20 P.M.

The motion carried unanimously.

MOTION: Mayor Shaw motioned and Council Member True seconded to go back into open session at 8:35 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): (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals and (7) to consult with counsel to obtain legal advice on a legal matter.

MOTION: Council Member Betz motioned and Council Member True seconded to go into closed session at 8:35 P.M.

The motion carried unanimously.

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

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Items discussed were:

- Consult with Legal Counsel – Warfield Contract negotiations
- Personnel – Compensation – confidential personal information

MOTION: Council Member Link motioned and Council Member Betz seconded to go back into open session at 9:38 P.M.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Council Member Link motioned and Council Member Betz seconded to adjourn meeting at 9:39 P.M.

The motion carried unanimously.

Respectfully submitted
Town Clerk Kerry Chaney