



## *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 JANUARY 12, 2015 REGULAR COUNCIL MEETING** **NO. 15-01**

The regular Council meeting of the Town of Sykesville was held on Monday, January 12, 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 Frank Robert, and Council Members Anna Carter, Al Grasley, Leo Keenan, and Stacy Link

**ABSENT:** Council Member Julia Betz

**STAFF:** Dawn Ashbacher, Town Manager  
Janice Perrault, Town Clerk  
Michael Spaulding, Chief of Police

**PUBLIC CONCERNS:** Linear Trail update – concerned citizen – It was explained this project has stalled due to the weather and difficulty with the contractor.

**MINUTES:** November 24, 2014

**MOTION:** Council Member Grasley motioned and Council Member Carter seconded to approve the November 24, 2014 minutes as written.

**The motion carried unanimously.**

**MINUTES:** December 8, 2014

**MOTION:** Council Member Grasley motioned and Council Member Carter seconded to approve the December 8, 2014 minutes as written.

**The motion carried unanimously.**

#### **PUBLIC SAFETY REPORT:**

Chief Spaulding reported on the period from December 4, 2014 through January 7, 2015. There were a total of 121 calls for service, 618 foot patrols and 36 assists to other police agencies/departments outside the Town for a total of 775 responses to the public.

#### **PUBLIC WORKS REPORT:**

This report was deferred until January 26.

## COUNCIL MEETING MINUTES

January 12, 2015

Cont.

### COUNCIL COMMITTEE REPORTS:

- **Parks and Recreation Committee** – Council Member Carter indicated the next meeting is scheduled for January 22.
- **Historic District Commission** – Council Member Link indicated at the last meeting the Commission reviewed several applications for signage on Main Street and the gutters for the Post Office. The next meeting is scheduled for January 27.
- **Warfield Development Corporation (WDC)** – Mayor Shaw indicated the next meeting is scheduled for February 4.
- **Military Memorial** – Council President Robert announced that this project should break ground in February (weather permitting).
- **Main Street Organizational Committee** – Council Member Keenan announced the Town has received many resumes for the Economic Development Coordinator/Main Street Manager position and the committee will review and schedule interviews. He also mentioned, many of the Main Street Association members are working on the Art & Wine Festival that is planned in May. There are several merchant updates on Main Street. Market Tavern Market and Cowboys & Angles moved into new space and a children's consignment shop and a yoga studio are new and just opened.

### ANNOUNCEMENTS:

- On November 24, in closed session, the Mayor and Town Council approved hiring Steve Rogness as a part time Customer Services Sales Associate at the Post Office and Visitors Center. On December 8, in closed session, the Mayor and Town Council approved hiring Thomas Lohinski as a part time Maintenance Worker and, if successful through December 21, 2014, as a full time Maintenance Worker on December 22, 2014. Mr. Lohinski was successful and is now a full time employee.
- On Saturday, January 17, Mayor Shaw will host a breakfast of appreciation for all the Town volunteers at the Town House.
- On Monday, January 19, the Town offices will be closed in observance of Martin Luther King Day.
- The Town is seeking candidates to fill three, two-year terms and two alternates on the Board of Election Supervisors for the election that will take place on May 5. Contact Janice Perrault for further information. 410-795-8959.
- The Town has received over 90 applications for the Main Street position. The resumes are being reviewed. The finalists will be interviewed by a panel with representatives from the Town Council, Main Street merchants, and the Main Street Association.

### NEW BUSINESS:

**COUNCIL MEETING MINUTES**

January 12, 2015

Cont.

- 1. Second Amendment to Warfield agreement of Sale and Purchase –** Town Attorney, Dennis Hoover explained that the purchasers of the Warfield complex would like to amend the agreement of the sale and purchase and requested in the amended agreement to extend the inspection period until February 28, 2015, and to amend Section 7.H. of the agreement to allow Parcel D be subjected to a condominium regime for a “land condominium” by Condominium Declaration, Condominium Plats, Articles of Incorporation and Bylaws (“Condominium Documents”).

**MOTION:** Council Member Keenan motioned and Council Member Grasley seconded to authorize Mayor Shaw to sign the Second Amendment to Warfield agreement of Sale and Purchase upon final approval of Mayor Shaw and the Town Manager after final review of purchaser.

The motion carried unanimously.

- 2. Approval of Warfield Land Condominium contract with Morris & Ritchie Associates, Inc. –** Town Attorney, Dennis Hoover, explained that field work is necessary to establish and plot the boundary of approximately 17 acres and locate existing above grade building improvements formerly known as the Springfield State Hospital now designated Warfield. In addition, a land condominium plat needs to get prepared showing fourteen units within the boundary.

**MOTION:** Council Member Keenan motioned and Council President Robert seconded to authorize Mayor Shaw to sign the Morris & Ritchie Associates, Inc. contract as drafted.

The motion carried unanimously.

- 3. Second Amendment to Warfield Disposition Agreement –** Town Attorney, Dennis Hoover explained that the State Board of Public Works met in November 2014 to approve the disposition of the Warfield property. This second amendment outlines that Parcel I, the substation will be returned to the State and the State will receive an easement for the water tower on Parcel H. It also allows for cell phone antennas on the water tower. There are also items regarding parking, public roads, and water and sewer service.

**MOTION:** Council Member Keenan motioned and Council Member Grasley seconded to authorize Mayor Shaw to sign the Second Amendment to Warfield Disposition Agreement after final review and approval by the Mayor and Town Manager.

The motion carried unanimously.

**COUNCIL MEETING MINUTES**

January 12, 2015

Cont.

- 4. Lease for Warfield Underground Storage Building** – Town Attorney, Dennis Hoover explained the purchasers of Warfield would like to lease the underground storage building. Currently there are leases on other buildings and the purchasers would like to pursue the option with this building.

**MOTION:** Council Member Keenan motioned and Council Member Grasley seconded to authorize Mayor Shaw to sign the lease agreement for the underground storage building at Warfield after final approval of the Mayor and Town Manager and contingent on approval by the Warfield Development Corporation.

The motion carried unanimously.

- 5. Approval of FY 15 replacement of police vehicle** – Chief Spaulding, explained that one of the police vehicles was in an accident. The cost to repair the car is \$6,625 and the value of the vehicle is about \$10,000. Also this vehicle is scheduled for replacement in FY16. It is requested that a new police car be purchased with capital reserve in FY 15 with a commitment to repay with funds budgeted in FY 16. The cost is estimated to be \$25,669. Associated costs include wrapping the four doors, de-installing all old equipment from the damaged vehicle, removal of decals from the damaged vehicle and installation of old equipment into and on the new vehicle. This total amount for associated cost is approximately \$9,440. It is anticipated that the salvage of the damaged vehicle will be about \$2,000 and the insurance payment of \$6,625 will offset part of the cost of the vehicle.

**MOTION:** Council Member Keenan motioned and Council Member Grasley seconded to authorize the purchase of a new police vehicle with a base cost of \$25,669 with all wheel drive and all associated costs.

The motion carried with Council Member Carter opposing.

- 6. 732 Oklahoma Avenue** – Council Member Keenan announced the sale of 732 Oklahoma was final last week.

**MOTION:** Council Member Grasley motioned and Council Member Keenan seconded to take a 5 minute recess at 8:20 p.m.

The motion carried unanimously.

**CLOSED  
SESSION:**

Council Member Grasley motioned and Council Member Keenan seconded to go into closed session at 8:31 p.m.

The motion carried unanimously.

The meeting was proposed to be closed pursuant to the State Government Article

**COUNCIL MEETING MINUTES**

**January 12, 2015**

**Cont.**

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 and (3) To consider the acquisition of real property for a public purpose and matters directly related thereto, and (7) to consult with legal counsel to obtain legal advice on a legal matter.

**Those in attendance were: Mayor Shaw, Council President Robert, Council Members Carter, Grasley, Keenan, Link, Town Attorney, Dennis Hoover and Town Manager Dawn Ashbacher.**

**ABSENT: Council Member Betz**

**Items discussed were:**

- Consult with Legal Counsel – property acquisition – action
- Personnel - Main Street Manager position - confidential personal information – no action
- Personnel - Employee recognition - confidential personal information –no action
- Personnel – Removal of employees from probation - action

**ADJOURN: There being no further business to come before the Council, Council Member Grasley motioned and Mayor Shaw seconded to adjourn meeting at 9:14 p.m.**

**The motion carried unanimously.**

**Respectfully submitted  
Janice Perrault  
Town Clerk**