

**STAFF REPORT FOR
MONDAY, AUGUST 11, 2014
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

CALL TO ORDER:

PUBLIC CONCERNS:

MINUTES: July 14, 2014

**REPORTS: Public Safety Report
 Council Committee Reports**

ANNOUNCEMENTS:

- On Saturday, September 6, The Chili and Beer Festival will take place in the Sandosky parking lot behind EW Beck's restaurant from noon until 5:00 p.m.
- A ribbon cutting will take place at South Branch Park for the opening of the Playground. Stay tuned for more details.
- Monday, September 8, next Mayor and Town Council Meeting.
- A Farmers Market is being held every Sunday, 9- 1 on Baldwin's Drive.
- The Town is making arrangements to re-stripe the McElroy Parking Lot this fall. Business and property owners will be notified in advance to remove all cars.

OPEN SESSION:

1. **Warfield Master Plan and Zoning Ordinance Amendment Schedule** – Sean Davis, Morris & Ritchie Associates, will be present to provide initial thoughts on revising the Master Plan regarding Warfield for Mayor and Council feedback. A draft schedule for the Master Plan Amendment and Zoning Ordinance Amendment processes will also be proposed. This information was presented to the Planning Commission and approved on August 4, 2014.

Recommended Action: No action required.

2. **Raincliffe request for PWA Amendment** – The current PWA provides a deadline of July 31, 2014 for completion of the intersection. It also only allows 25 additional building permits to be released before the Raincliffe intersection is substantially complete. Twenty-five building permits have been released. Catonsville Homes is requesting the release of seven additional permits. Frank Potepan, Catonsville Homes, will be present to provide an update on the status and speak to the request.

Recommended Action: Action as determined by Mayor and Town Council.

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3. **FY 2015 Paving Contract** – Dawn Ashbacher will review the bids received for this project.

Recommended Action: If in agreement, motion to award a contract in the amount of \$134,802 to CPE, Inc. to complete the patching, paving, sealing and other work according to the Scope of Services and Contract Documents dated July 9, 2014.

4. **Personnel Manual changes** – Dawn Ashbacher presented an overview of the Personnel Manual and proposed changes related to the retirement benefit at the last meeting on July 14. The years of service language for vesting for the defined contribution plan was clarified.

Recommended Action: If in agreement, motion to approve the proposed changes in the Town Personnel Manual.

RECESS:

CLOSED SESSION:

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.

- Personnel – employee appointments - confidential personal information

ADJOURNMENT: