



## *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 APRIL 13, 2015 REGULAR COUNCIL MEETING** **NO. 15-07**

The regular Council meeting of the Town of Sykesville was held on Monday, April 13, 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, Julia Betz, Al Grasley, Leo Keenan, and Stacy Link

**STAFF:** Dawn Ashbacher, Town Manager  
Michael Spaulding, Chief of Police  
Linda Joyce, Town Treasurer  
Steven Colella, Director of Economic Development

**WELCOME:** Sykesville Volunteer Fire Department—Mayor Shaw presented Kevin Shiloh and Eddie Ruch Jr. with a contribution from the Town in appreciation for their services.

Carroll County Commissioner Doug Howard provided an update on County initiatives.

**PUBLIC CONCERNS:** Town resident requested an update on the Skatepark and the completion of the Linear Trail. Mayor Shaw and Dawn Ashbacher, Town Manager indicated that the Skatepark was on hold until some funding issues were clarified with Howard County. Given the current budget challenges, Howard County and the Town agreed that the Skatepark would be the first priority and completing the parking lot will be the second priority. It is expected that the Skatepark design will be made available for public comment in the near future. The completion of Linear Trail has been delayed due to difficulties with the contractor. The Town expects the trail widening to be finished by the end of the month.

**MINUTES:** March 23, 2015

**MOTION:** Council Member Link motioned and Council Member Keenan seconded to approve the March 23, 2015 minutes with the following corrections; under announcements third bullet should say Monday, under new business, #5, introduction of Personnel Manual Change add "The Town Manager was seeking input only and will bring a specific proposal

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forward at a later date”, under closed session the time should be 8:47 p.m.

The motion carried unanimously.

## PUBLIC SAFETY

### REPORT:

Chief Spaulding reported on the period from March 19, 2015 through April 8, 2015. There were a total of 451 calls for service, and 10 assists to other police agencies/departments outside the Town.

## COUNCIL COMMITTEE

### REPORTS:

- **Historic District Commission** – Council Member Link announced at the last meeting the Commission reviewed 3 applications and discussed the lighting in the alley way and Town House. The next meeting will be held on April 28.
- **Warfield Development Corporation (WDC)** – Mayor Shaw indicated WDC did not meet this month and the next meeting is scheduled for May 6.
- **Military Memorial** – Council President Robert announced the concrete platform is finished and the bricks should be installed this month.
- **Main Street Association** – Council Member Keenan announced the committee is finalizing the Art and Wine Festival. There will be 11 wineries, art vendors and live music. On April 15, at 7 p.m. a volunteer drive for the Association will be held at EW Beck’s. In addition, the committee is working on the Fall Festival and Chili Cook-Off.
- **Planning Commission** – Council Member Betz announced at the last meeting there was discussion about the Historic Carriage House Subdivision. The next meeting will be held on May 4.
- **Parks and Recreation** – Council Member Carter announced the Easter Egg Hunt was cancelled due to weather. The candy was donated to another Easter Egg hunt. The committee was able to gather volunteers to spread mulch at Millard Cooper Park. The first movie in the park will be held on May 9 and the first concert in the park will be on July 10. The next meeting will be held on April 23.
- **Streetscape Task Force** – Council Member Keenan provided an update on different scenarios proposed for the roadway design along MD 851 from South Branch Park to Cooper Park. The next meeting will be held on July 20.

## ANNOUNCEMENTS:

- On March 28, the Mayor & Town Council authorized expenditures for the replacement of non-compliant sidewalk on Springfield Ave.

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- Planning Commission and Board of Zoning Appeals vacancies
- Acceptance of nominations for the upcoming election. Nominations have been accepted by Julia Betz, William (Chip) Bleam, Anna Carter, Mary Ann Castle, and Chris True.
- Tuesday, April 21, Town Council Candidate Forum on Channel 19 and Carroll Media Center website [www.carrollmediacenter.org](http://www.carrollmediacenter.org)

### NEW BUSINESS:

- 1. Public Hearing – Ordinance NO. 290 – FY 2016 Operating and Capital Budget and Tax Rate the FY 2016-2020 Capital Improvement Plan –** Mayor Shaw outlined the additional changes to the budget. The budget is now set at \$2,530,830 for FY 2015-2016. There was no comment from the public. Discussion took place about adding more picnic tables to the South Branch Park Pavilion. This issue will be discussed further. The Mayor and Town Council will vote on the budget at the next meeting on April 27.
- 2. Introduce Public Hearing for Public Facilities for Historic Carriage House subdivision – 7526 Main Street –** The property owner of 7526 Main Street, has requested to subdivide the lot into five lots - one for a new three-story mixed use building, one for the log cabin, and three for town homes (or possibly a mixed use building.). The Planning Commission reported its written findings and recommendations regarding the adequacy of public facilities at its April 6 meeting. The only concern is that this development will challenge Town parking facilities. The Planning Commission has already agreed to allow the developer to pay a parking fee in lieu of providing the required parking due to space limitations. The fee is \$1,000/space. The project has a deficit of 17 spaces if Town homes are built. The deficit will increase if a mixed use building is built along Main Street. The Mayor and Town Council are required to hold a public hearing on the adequacy of public facilities. The Public Hearing will be held at the next Council meeting on April 27.
- 3. State Retirement – 100% service credit confirmation –** Dawn Ashbacher indicated that there has been a change to the funding for the State Retirement System. It was mentioned that the Town no longer has the approximate \$7,900 credit we anticipated coming into the system with 75% service credit. This change was driven by the improved funding of the pool overall and our desire to provide employees with 100% of credit for their service prior to July 2014. The Mayor and Council confirmed their support for 100% credit for Town employees.
- 4. Park Pavilion Rental Policy –** Dawn Ashbacher presented information about the pavilion rental at South Branch Park. This park is governed by Howard County rules and the rental rates are \$150 for residents and \$180 for non-resident. Howard County would like the Town to be consistent with its rental rates and rules at South Branch Park. To make rates more comparable, staff has recommended that the cost to rent Millard Cooper Park pavilion be increased to \$75 for residents and to \$100 for non-residents. In addition, it is

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recommended that the town provide a discount to non-profits and waivers for Town partners at the discretion of the Town Manager.

**MOTION:** Council President Robert motioned and Council Member Carter seconded to approve the increase rental of Millard Cooper Park pavilions to \$75 for residents and \$100 for non-residents and a discount of \$25 for non-profits for pavilions at South Branch and Millard Cooper Park.

The motion carried unanimously.

5. **Millard Cooper Park trees** – Dawn Ashbacher indicated that there are 3 trees at Millard Cooper Park that need to be removed due to a possible danger. It is requested that the Mayor and Town Council authorize spending up to \$4,500 to remove these trees.

**MOTION:** Council Member Grasley motioned and Council President Robert to authorize Dawn Ashbacher up to \$4,500 to remove 3 trees at Millard Cooper Park.

The motion carried unanimously.

**MOTION:** Council Member Grasley motioned and Council Member Betz seconded to take a 5-minute recess at 8:55 p.m.

The motion carried unanimously.

**MOTION:** Council Member Betz motioned and Council Member Keenan seconded to go back into open session at 9:00 p.m.

The motion carried unanimously.

**CLOSED SESSION:** Council Member Betz motioned and Council Member Grasley seconded to go into closed session at 9:02 p.m.

The motion carried unanimously.

The meeting is 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, or (ii) Any other personnel matter that affects one or more specific individuals.

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**Those in attendance were: Mayor Shaw, Council President Robert, Council Members Betz, Carter, Grasley, Keenan, Chief of Police, Michael Spaulding and Town Manager Dawn Ashbacher.**

**ABSENT: Council Member Link**

- **Personnel** - Personnel Appointment – Part time Public Works – confidential information – no action
- **Personnel** – Personnel Promotion – Police Department – confidential information - Action

**MOTION: Council President Robert motioned and Council Member Grasley seconded to go into open session at 9:17 p.m.**

**The motion carried unanimously.**

**ADJOURN: There being no further business to come before the Council, Mayor Shaw motioned and Council Member Grasley seconded to adjourn meeting at 9:18 p.m.**

**The motion carried unanimously.**

**Respectfully submitted**

**Janice Perrault**

**Town Clerk**