

**STAFF REPORT FOR  
MONDAY, JANUARY 12, 2015  
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

**7:00 PM CALL TO ORDER:**

**7:05 PM PUBLIC CONCERNS:**

**7:10 PM MINUTES:** November 24, 2014 and December 8, 2014

**7:15 PM REPORTS:**

- Public Safety Report
- Public Works Report
- Council Committee Reports

**7:45 PM 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. Please RSVP to Janice Perrault, Town Clerk.
- 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 4. 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.

**7:50 PM NEW BUSINESS:**

- 1. Second Amendment to Warfield agreement of Sale and Purchase** – Dennis Hoover will present an amendment to the Warfield Agreement of Sale and Purchase. This will provide funding for work to prepare land condominium documents.

**Recommended Action:** Motion to approve the proposed amendment.

- 2. Approval of Warfield Land Condominium contract with Morris & Ritchie Associates, Inc.-** The scope of services include.

- A.** Performing the field work 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.

The fee for this work shall be a fixed fee of \$9,500.

- B.** Preparing a land condominium plat showing fourteen units within the boundary established above in task number 1. The boundaries of land condominium plats shall be approximately 5 feet from existing improvements. Easements shall be as shown on previously recorded subdivision plats.

The fee for this work shall be a fixed fee of \$12,500.

The contract proposal is attached. The third item on the scope of services is only if needed at a later date. The cost for the items mentioned above is \$22,000.

**Recommended Action: Motion to authorize the Mayor to sign a contract with Morris & Ritchie Associates, Inc. as provided.**

- 3. Approval of FY 15 replacement of police vehicle** – In December, Sgt. Kilgore rear-ended another vehicle and the extent of damage to the police car is \$6,625. The value of the vehicle is over \$10,000. The 2007 Charger (mileage: 78,500) is slated for replacement in FY 16. We propose that rather than repair the vehicle, the Town collect the insurance payment and apply it to the purchase of a new car (estimated at \$36,000) and make the purchase in FY 2015. Vehicles from 2014 are available immediately. To do this, the MTC could authorize a FY 2015 expenditure from the capital reserve, with a commitment to repay with funds budgeted in FY 2016.

**Recommended Action: If in agreement, motion to purchase a new police car in FY 2015 from capital reserve and budget funds in FY 2016 to replenish the capital reserve.**

**8:30 PM Recess**

**Council Staff Report**  
**January 12, 2015**

**8:35 PM CLOSED SESSION:**

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

- Property acquisition – for a public purpose
- Personnel and Consult with Legal Counsel- Main Street Manager position - confidential personal information
- Personnel – Employee recognition – confidential personal information
- Personnel – Removal of employees from probation

**ADJOURNMENT:**