



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 26, 2015 REGULAR COUNCIL MEETING **NO. 15-02**

The regular Council meeting of the Town of Sykesville was held on Monday, January 26, 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, Julia Betz, Anna Carter, Al Grasley, Leo Keenan, and Stacy Link

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

PUBLIC CONCERNS: None

MINUTES: January 12, 2015

MOTION: Council Member Link motioned and Council Member Keenan seconded to approve the January 12, 2015 minutes as written.

The motion carried with Council Member Betz abstaining.

PUBLIC SAFETY REPORT:

Chief Spaulding reported on the period from January 8, 2015 through January 22, 2015. There were a total of 271 calls for service, and 8 assists to other police agencies/departments outside the Town.

Chief Spaulding announced the following:

- he is researching having Carroll County Maintenance Department take over the maintenance of our cars, and other equipment in the future. It is anticipated we would save money.
- the department has several radar units that are not working. His officers did some research and traded in the old units for refurbished units and with a donation, there was no charge to the Town.
- the officers also did some research on a hand held laser unit which had a broken handle. They were able to fix it at a cost of \$100 and get this piece of equipment back into service.
- a citizen raised the question about knowing who is at the SETT program at Springfield Hospital. Chief Spaulding indicated communication is continuing with the Chief at Springfield and he is anticipating more information in the future.

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- Chief Spaulding indicated that he has a full force of officers and they are split into two shifts. Currently he has one supervisor and one acting supervisor and he is interested in giving an officer a promotion to become a leader of the second group. He plans on providing more information at the next meeting on February 9.

TREASURER'S

REPORT:

Combined report November and December 2014

MOTION:

Council Member Betz motioned and Council Member Grasley seconded to approve the November/December Treasurer's Report as written.

The motion carried unanimously.

PUBLIC WORKS

REPORT:

This report was deferred until February 9.

COUNCIL COMMITTEE

REPORTS:

- **Parks and Recreation Committee** – Council Member Carter indicated the committee met on January 22 and will also meet on January 29. They are scheduling the movies and concerts in the park, Easter Egg hunt and a spring park clean up.
- **Historic District Commission** – Council Member Link announced the next meeting will be held on January 27. There is nothing new to report about the Gate House Museum or the Schoolhouse.
- **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 members of the Main Street Association will meet on February 3 to discuss the plans for the Art and Wine Festival. A grand opening will be held on February 21 at 11:00 a.m. for Georgie Lus Consignment Shop on Main Street.
- **Planning Commission** – Council Member Betz announced the next meeting will be held on February 2.

ANNOUNCEMENTS:

- On January 12, in closed session, the Mayor and Town Council approved appointing Barbara Prawdzik, Linda Quinn, Sandy Cazares, Jeremy Lindamore, Brad Tarka, Lori Do and Jen Brzeczko as permanent employees since they have successfully completed their probationary periods.
- 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

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information. 410-795-8959.

- The interview process for the Economic Development/Main Street Coordinator will begin on Tuesday, January 27. The panel will have representatives from the Town Council, Main Street merchants, and the Main Street Association.
- On February 16, the Town Offices will be closed in observance of Presidents Day.
- On Saturday, March 28, the Mayor and Town Council Retreat will be held at the Town House. The public is invited to attend.

NEW BUSINESS:

1. **Appointment of Ethics Commission members** – Mayor Shaw appointed Ginny Campbell and Mark Dyer, new members to the Commission, and reappointed Julie Wehrle, current member of the Commission, through December 31, 2017.
2. **Introduction of FY 2016 budget process** – Dawn Ashbacher presented the Mayor and Town Council with a calendar for the budget. It is anticipated the budget will get approved April 27.
3. **Introduction of the Zoning Map change** – Dawn Ashbacher indicated that the Master Plan and Zoning Ordinance were amended and now the Zoning Map needs to get updated. She indicated the Warfield complex is proposed to be changed from Business Local with an Employment Campus Overlay to Planned Employment Center. In addition the adjacent 23-acre property owned by Integrace Inc. is proposed to be changed from its existing zoning to Planned Employment Center. The Public Hearing will be held on February 9.
4. **Location of Art and Wine Festival** – Council Member Keenan outlined that this festival keeps growing and the Main Street Association (MSA) would like to close Main Street from the bridge to Sandosky Road. In addition, Oklahoma Avenue will be closed from Main Street to the second entrance of the McElroy parking lot. Due to the size of the festival MSA will have a bus service that will run from Warfield to Main Street which will alleviate parking issues.

MOTION:

Council Member Keenan motioned and Council Member Carter seconded to authorize Council Member Keenan to sign the event permit for MSA to close Main Street from the bridge to Sandosky Road on May 3 for the Art and Wine Festival.

The motion carried unanimously.

5. **Upcoming Grant request** – Dawn Ashbacher outlined two grants the Town is interested in applying for. The Heart of the Civil War Heritage Area Grant is a dollar for dollar cash match program and she would like to pursue a grant in the amount of \$50,000 for the Gate House Museum. This grant is to request funding for a consultant to enhance the visitor experience, including making the

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Museum accessible for all. The Gate House Museum received a donation which would be used for the matching funds. The other grant is the Preservation Maryland Heritage Fund and the funding request can be up to \$5,000. It is proposed to apply for funding for the tar and chip pathway for the Sykesville Historic Colored Schoolhouse.

MOTION: Council Member Keenan motioned and Council President Robert seconded to authorize the Town Manager to apply for the Heart of the Civil War Heritage Area Grant and Preservation Maryland Heritage Fund as outlined.

The motion carried unanimously.

- 6. Lease for Warfield Engine House –** The Warfield Collaborative would like to lease the Engine House that is next to the underground storage building. The lease for the storage building was approved at the last meeting. This will add an additional 480 square feet to the leased premises.

MOTION: Council Member Grasley motioned and Council Member Betz seconded to authorize Mayor Shaw to sign a lease agreement with the Warfield Collaborative for the Engine House, contingent on the Warfield Development Corporation's approval.

The motion carried unanimously.

MOTION: Council Member Betz motioned and Council Member Grasley seconded to take a 5 minute recess at 7:59 p.m.

The motion carried unanimously.

**CLOSED
SESSION:**

Council Member Betz motioned and Council Member Grasley seconded to go into closed session at 8:08 p.m.

The motion carried unanimously.

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 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.

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

Items discussed were:

- Consult with Legal Counsel – Main Street Association process – no action
- Consult with Legal Counsel – property acquisition for a public purpose – no action
- Personnel – Personnel concerns - confidential personal information – no action
- Personnel – Introduction of Town Manager performance evaluation – confidential personal information - no action

MOTION: Council Member Link motioned and Council Member Keenan seconded to go into open session at 10:10.

The motion carried unanimously.

MOTION: Council Member Keenan motioned and Council Member Link seconded to authorize Mayor Shaw to sign a contract to purchase 7610 Main Street upon final review and approval by the Mayor and Town Manager.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Council Member Link motioned and Council Member Keenan seconded to adjourn meeting at 10:11 p.m.

The motion carried unanimously.

**Respectfully submitted
Janice Perrault
Town Clerk**