



## *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 MARCH 23, 2015 REGULAR COUNCIL MEETING** **NO. 15-06**

The regular Council meeting of the Town of Sykesville was held on Monday, March 23, 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  
Janice Perrault, Town Clerk  
Michael Spaulding, Chief of Police  
Linda Joyce, Town Treasurer  
Steven Colella, Director of Economic Development

**PUBLIC CONCERNS:** Mayor Shaw requested discussion on the Mayor and Town Council retreat and the Candidate Forum.

**MINUTES:** March 9, 2015

**MOTION:** Council Member Betz motioned and Council President Robert seconded to approve the March 9, 2015 minutes as written.

**The motion carried with Council Member Carter abstaining.**

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

Chief Spaulding reported on the period from March 4, 2015 through March 18, 2015. There were a total of 355 calls for service, and 14 assists to other police agencies/departments outside the Town.

Chief Spaulding announced that he has submitted grants for body armor and school bus safety. He also mentioned that The Carroll County Sheriff's Office donated their old in car radar units to the Town of Sykesville.

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**TREASURER'S**

**REPORT:** February 2015

**MOTION:** Council Member Betz motioned and Council Member Keenan seconded to approve the February 2015 Treasurer's Report as written.

The motion carried unanimously.

**COUNCIL COMMITTEE**

**REPORTS:**

- **Historic District Commission** – Council Member Link announced the next meeting will be held on March 24 and there are 3 applications to review.
- **Warfield Development Corporation (WDC)** – Mayor Shaw indicated the next meeting is scheduled for April 1.
- **Military Memorial** – Council President Robert announced that work should start very soon.
- **Main Street Association** – Council Member Keenan announced the next meeting will be held on Tuesday, April 7 to discuss the Art and Wine Festival.
- **Planning Commission** – Council Member Betz announced the next meeting will be held on April 6.
- **Parks and Recreation** – Council Member Carter announced the Easter Egg Hunt will be held on Friday, April 3 at Millard Cooper Park. The next meeting will be held on March 26.

**ANNOUNCEMENTS:**

- On March 9, in closed session, the Mayor and Town Council voted to change the job title of Economic Development/Main Street Coordinator to Director of Economic Development. The Director will still be primarily responsible for Main Street programs.
- Saturday, March 28, Mayor and Town Council retreat.
- Monday, April 13, acceptance of nominations are due.
- Tuesday, April 21, Candidate Forum.

**NEW BUSINESS:**

1. **Nominations for Council Members** – Mayor Shaw announced there are 4 Council Member openings. One position is a 2-year term and three are 4-year terms.

**Nominations for the 2-year term are:**

- **William Bleam**, nominated by Council President Robert and seconded by Council Member Keenan
- **Julia Betz**, nominated by Dana Alonzi and seconded by Anne McCorkell
- **Shawn Kelley**, nominated by Colleen Kelley and seconded by Anna Carter

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**Nominations for the 4- year term are:**

- **Mary Ann Castle**, nominated by Eugene Johnson and seconded by Christopher Castle
- **Julia Betz**, nominated by Rose Topper and seconded by Council Member Link
- **Chris True**, nominated by Council President Robert and seconded by Council Member Grasley
- **Anna Carter**, nominated by Council Member Grasley and seconded by Council President Robert
- **Al Grasley**, nominated by Mayor Shaw and seconded by Chris True
- **Shawn Kelley**, nominated by Council President Robert and seconded by Council Member Grasley

**MOTION: Mayor Shaw motioned and Council President Robert seconded to take a 10 minute recess so the nominees can receive documents.**

**The motion carried unanimously.**

- 2. Candidate Form** – Mayor Shaw outlined the moderated Forum that will take place on Tuesday, April 21 at 7:00 p.m. at the Town House. The Forum will be filmed by the Carroll County Community Media Center and the candidates will have an opportunity to answer questions from the public about the Town of Sykesville.
- 3. Mayor and Town Council Retreat** – Mayor Shaw announced that the Mayor and Town Council retreat will be held on Saturday, March 28 and the public is invited to attend. The Council will review the Mission Statement and also review the Economic Development and Public Works services provided by the Town. This is to help to develop a strategic plan in the fall. The Town staff are also exploring options to develop a long range financial plan.
- 4. Introduction of Ordinance NO. 290 - FY 2016 Operating and Capital Budget and Tax Rate** – Mayor Shaw introduced the FY 2016 Operating and Capital Budget and the latest FY 2016-2020 Capital Improvement Plan (CIP). Linda Joyce, Town Treasurer presented the budget highlights and indicated it is a balanced budget at 2,619,933. The budget includes the capital amount of \$332,910. Mayor Shaw indicated that a Public Hearing will be held on Monday, April 13 on the FY 2016 Operating and Capital Budget and Tax Rate and the Capital Improvement Plan.
- 5. Introduction of Personnel Manual Change - sick leave payout for employees** – Dawn Ashbacher presented information from the State Retirement System which allows participants to receive additional months of service credit based on unused sick leave days if they retire within 30 days of separating from employment. Currently, the Town pays employees 20 percent up to the value of 360 hours (45 days) for accumulated sick accumulated sick leave when they separate employment from the Town. It is requested to

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change the policy so that employees who qualify for additional service credit for retirement receive that benefit instead of the payout. The policy will remain the same for other employees not eligible for retirement. The Town Manager is seeking input only and will bring a specific proposal forward at a later date.

- 6. Replacement of Cooper Park Wall in FY 2015** – Dawn Ashbacher indicated that Cooper Park playground is in need of engineered wood fiber this spring and the M&TC support funding the replacement of the playground wall in FY 16. It is requested that the wall be replaced first prior to putting down the ground cover. It is proposed that we replace the wall this spring with funds from the capital reserve and repay the capital reserve in FY 2016.

**MOTION:** Council Member Grasley motioned and Council Member Carter to authorize up to \$8,500 to replace the wall at Cooper Park with funding from the Capital Reserve with the Capital Reserve to be repaid in FY 2016.

The motion carried unanimously.

**MOTION:** Council Member Grasley motioned and Council President Robert seconded to take a 5-minute recess at 8:34 p.m.

The motion carried unanimously.

**MOTION:** Council President Robert motioned and Mayor Shaw seconded to go back into open session at 8:47 p.m.

The motion carried unanimously.

**CLOSED  
SESSION:**

Council Member Betz motioned and Council Member Carter seconded to go into closed session at 8:47 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 (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 Betz, Carter, Grasley, Keenan, Link, Town Attorney Dennis Hoover and Town Manager Dawn Ashbacher.**

**Items discussed were:**

- Consult with Legal Counsel – Third Amendment of the Warfield Agreement of Sale and Purchase.

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**MOTION:** Council Member Grasley motioned and Council Member Keenan seconded to go into open session at 9:18.

The motion carried unanimously.

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

The motion carried unanimously.

**Respectfully submitted**  
**Janice Perrault**  
**Town Clerk**