

**STAFF REPORT FOR  
MONDAY, FEBRAURY 13, 2017  
MAYOR AND TOWN COUNCIL OF SYKESVILLE**

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

**7:05 PM PUBLIC CONCERNS:**

**7:10 PM MINUTES:** January 23, 2017

**7:15 PM REPORTS:**

- Treasurer's Report – December 2016
- Public Safety Report
- Council Committee Reports

**7:30 PM ANNOUNCEMENTS:**

- Town Offices will be closed on February 20, 2017 for President's Day
- The Town is looking for people to serve as Board of Election Supervisors and alternates. These people would serve two year terms. The election judges shall be registered voters of the Town and shall not hold or be candidates for any elective office during their term of office. Election Judges will be compensated for time worked on regular and special Town election days. Please send a letter of interest to [town@sykesville.net](mailto:town@sykesville.net) by Wednesday, February 22 or call 410-795-8959 for more information
- There are three Council seats and the Mayor up for election this year. Nominations will be taken at the March 27 Mayor and Town Council Meeting. You must be a registered voter of the Town of Sykesville to nominate, second, or be nominated for office

**7:35 PM OPEN SESSION:**

**CONSENT AGENDA:**

The Council will not discuss the agenda items and will vote on the Consent Agenda in the form of one motion. However, *before making a motion*, Mayor Shaw will ask if any of the Council Members request the removal of an item from the Consent Agenda for separate consideration.

**Motion to adopt the Consent Agenda (which consists of the following items—not necessary to read each one):**

**Consent Agenda**

- 1. Approval for striping of 714 Sandosky Road**
- 2. Approval of deconstruction of 7610 Main Street**

- 3. Authorization for the Main Street Association to apply for the Maryland Heart of the Civil War Certified Heritage Area Grant, contingent on approval of the project by the Historic District Commission and Town staff**
- 4. Authorization of up to \$1,000 to fund an orientation for Historic District Commissioners**

### **Background**

#### **1. Approval for striping of 714 Sandosky Road**

At the January 9 meeting, the MTC authorized Dawn to authorize Scott Beck to stripe the parking lot at 714 Sandosky Road using a heat striping technology that could be pressure washed away and at no cost to the Town. The estimate that Scott Beck received is for a permanent product that cannot be easily removed. Scott Beck has agreed to pay for repainting the markings black, if needed. As this is different than what was originally agreed upon, this is to approve the striping of 714 Sandosky Road at no cost to the Town with the condition that Scott Beck will pay for repainting the striping black, if needed.

#### **2. Approval of deconstruction of 7610 Main Street**

There have been some questions about the deconstruction of 7610 Main Street. The Rider on the Deed says, "The Property will be conveyed to Buyer from Seller subject to a covenant prohibiting razing or demolition, in part or whole, of the improvements presently existing on the Property unless the prior written consent of the Town has been first obtained (which consent may be withheld by the Town in its reasonable discretion)..." in #2. Town zoning staff signed off on the permit for the demolition after approval from the Historic District Commission, Department of Housing and Community Development, and the Maryland Historical Trust. The property owner was required to salvage re-useable building materials and use them to reconstruct the building so it looks like the original. This is to confirm that the Mayor and Town Council consents to the deconstruction.

#### **3. Authorization for the Main Street Association to apply for the Maryland Heart of the Civil War Certified Heritage Area Grant**

Julie Della-Maria, interim Main Street Coordinator, presented on this at the January 23 MTC meeting. The grant will be used to update the History Window at State Farm Insurance and for a train shaped bike rack to be placed on the old railroad tracks near the Fountain Park. It is a matching grant, and the \$7,500 match will be funded by Main Street Association. The deadline for application is March 2, 2017. The Carroll Community Foundation will be the fiscal agent for the grant. Please see attached.

#### **4. Authorization for funding for HDC orientation**

Richard Wagner, AIA, has agreed to conduct an orientation for the Historic District Commissioners on February 16. This will give them insightful background on the Warfield project and will allow them to make informed, supported decisions about all applications that come before them. The cost will not be greater than \$1,000, and the

funding will come out of two budget items, the Town Commissions category (the HDC line items) and the Contingency line item.

**BUSINESS:**

**5. Public Hearing on Ordinance NO. 298 – An ordinance to amend, adopt, and enact sections of the Town Code of Sykesville to amend sections 19-1 and 19-2 to increase Compensation of the Mayor and Members of the Town Council**

This Ordinance was introduced at the January 23 Mayor and Town Council meeting. The last time the compensation for the Mayor and Town Council was changed was 12 years ago (February 2005). This increase would only affect the Mayor and Council Members who are elected in May 2017 and after.

After a comprehensive review of local official compensation, the following ordinance adjustment is being proposed: an increase in the compensation of the Mayor from \$4,000 a year to \$6,000 a year, and an increase in the compensation of the Council Members from \$2,000 a year to \$3,000 a year. The Mayor and Council Members will be paid on a monthly basis, with pay reductions if they miss three or more meetings a quarter. The public has been invited to attend this meeting.

**Recommended Action: Open the Public Hearing, ask for comments from the public and then close the Public Hearing.**

**6. Consideration of Ordinance NO. 298 – An ordinance to amend, adopt, and enact sections of the Town Code of Sykesville to amend sections 19-1 and 19-2 to increase the Compensation of the Mayor and Members of the Town Council**

The Mayor and Council can provide their comments on the Ordinance at this time. Dennis Hoover, Town Attorney, found that this ordinance will only affect the Mayor and Council Members who are elected this year. The other Council Members will remain at the same pay rate until the next election in 2019.

**Recommended Action: If in agreement, make a motion to approve Ordinance NO. 298 to amend, adopt, and enact sections of the Town Code of Sykesville to amend sections 19-1 and 19-2 to increase the Compensation of the Mayor and Members of the Town Council.**

**7. Consideration of new Historic District street furniture and sandwich board sign guidelines**

A public hearing was held at the January 24 HDC meeting. The Commissioners discussed and agreed that the guidelines will only apply to street furniture and sandwich board signs that are on public property or the sidewalks. Public input has been requested at this meeting as well.

**8. Introduction of Ordinance NO. 299 – An ordinance to amend, adopt, and enact**

**sections of the Town Code of Sykesville to: (1) Adopt and enact a new Article V in Chapter 165 regarding speed limits on Town roads; and (2) Amend Chapter 80, Article II on parking impact fees to add provisions on setting the amount of a parking impact fee**

Mayor Shaw will introduce this ordinance tonight. If satisfactory, the Public Hearing can be on February 27. The public was told the public hearing would be at another date but that they could comment tonight if they wanted.

**9. Main Street Organization**

Town Manager Dawn Ashbacher and interim Main Street Coordinator Julie Della-Maria met to discuss a proposal for the Main Street Organization. They will present a preliminary plan with some details yet to be worked out.

**Recommended Action: For information only. No action required at this meeting.**

**10. Paving of Church Street**

The paving plan for 2017 is being drafted. Last year an overlay for Church Street was deferred to allow more time to work with St. Paul's to include their parking spaces. This work needs to be over and above the Highway User Revenue funding. The estimated additional cost is \$3,000. The Town Manager recommended last year that the Town do this as a courtesy to St. Paul's. She was advised that we should talk with the Trustees in advance as it would be good to have the Trustees acknowledge this service from the Town. The next Trustees' meeting is on April 26 at 7 P.M.

**Recommended Action: TBD**

**9:00 PM RECESS:**

**9:05 PM CLOSED SESSION:**

The meeting is proposed to be closed pursuant to the General Provisions of the Annotated Code of Maryland, Section 3-305(b): (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals; and (7) to consult with counsel to obtain legal advice on a legal matter.

- Personnel – Police Compensation – Confidential Personal Information
- Consult with Legal Counsel-Warfield contract negotiations

**ADJOURNMENT:**