

OFFICIAL MINUTES OF MARCH 12, 2018 REGULAR COUNCIL MEETING
NO. 18-05

The Council meeting of the Town of Sykesville was held on Monday, March 12, 2018. 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 and a moment of silence.

PRESENT: Mayor Ian Shaw, Council President Julia Betz, and Council Members Anna Carter, Alan Grasley, Leo Keenan, Chris True, and Stacy Link.

STAFF: Aretha Adams, Town Manager
Michael Spaulding, Police Chief
Evelyn Sweet, Town Treasurer
Kerry Chaney, Town Clerk
Derek Shreves, Public Works Director
Mark Onheiser, Special Projects Coordinator

PUBLIC CONCERNS: Ridia Dearie presented a check for \$1,000 to the Mayor and Town Council from the donations received as part of their calendar sales. Mayor Shaw thanked Ms. Dearie for the donation and explained that it would be put to good use constructing the rest of the flag pole area.

TREASURER'S

REPORT: Evelyn Sweet, Town Treasurer, presented the January 2018 Treasurer's Report. She explained that there were some larger revenues received in January as well as unexpected donations from Little Sykes Railway from September 2017.

MOTION: **Council President Betz motioned to approve the January 2018 Treasurer's Report. Council Member Grasley seconded.**

The motion carried unanimously.

PUBLIC SAFETY

REPORT: Police Chief Spaulding presented the Public Safety Report for the period of February 23 through March 8. There was a total of 349 reports including seven community policing events, 26 foot patrols, 12 incident reports, 194 patrol checks, and 33 traffic enforcement initiatives. Chief Spaulding explained that the thefts reported are ongoing issues with the Village Road storage units. Chief Spaulding has involved management. The destruction of property on Schoolhouse Road was more than one vehicle, but they were both owned by the same person. Patrol checks of the area have been increased to deter any future incidents.

Chief Spaulding reported that the speed trailer is working again. He thanked Mark Onheiser, Special Projects Coordinator, for all of his help repairing the speed trailer. Chief Spaulding will have a report for the Mayor and Town Council at their next meeting.

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Chief Spaulding announced that the newest officer, Eric Almenas, is working out well with the department. He has been nominated for a Chamber of Commerce award for his performance in his previous job. Lieutenant Kevin Cox of the Auxiliary Police has also been nominated for an award.

Mayor Shaw asked about the emergency plan that Chief Spaulding is putting together for the Town. Chief Spaulding explained that the plan is very close to being finished. He hopes to go over it with everyone involved. It identifies the areas that may cause an emergency in Town, including the railroad tracks. There was also discussion about the online courses offered by the Federal Emergency Management Agency that the Mayor and Council should look at taking. These courses allow reimbursement money to be received in the event of an emergency.

OPEN SESSION:

Consent Agenda:

(2018-05) Town Council Minutes from February 26, 2018

MOTION: Council Member True motioned to approve the item on the Consent Agenda. Council Member Carter seconded.

The motion carried unanimously with Council Member Link abstaining.

Business:

(2018-06) Consideration/discussion/action on the Downtown Sykesville Connection Parklet Project

Julie Della-Maria, Executive Director of the Downtown Sykesville Connection, presented a parklet proposal to the Mayor and Town Council. It is an extension of the sidewalk that will have benches, tables, trash cans, and plantings to make a small park area. It is proposed to be located in the parking spaces at the corner of Sandosky Road and Main Street, right next to the existing Pocket Park. The Historic District Commission recommended the placement of trash cans and Americans with Disabilities Act (ADA) accessibility. The extension will make the sidewalk ADA accessible in that area.

The Parklet is proposed to be up from June to August. Then the structure can either be stored until next year, or it can be donated to Habitat for Humanity who can repurpose it. It is not the type of structure that can be taken apart on a weekly basis, however, it will be placed during a time where there are no large events scheduled. Ms. Della-Maria explained the idea to the merchants, and they were supportive of the placement.

Ms. Della-Maria also explained that there would be no cost to the Town. Trash and gardening would be handled by Downtown Sykesville Connection volunteers. A certificate of insurance will be obtained by Ms. Della-Maria through the Community Foundation of Carroll County to cover any incidents. She needs conditional approval to determine the funding needed for the insurance.

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MOTION: Council Member Keenan motioned to conditionally approve the Parklet plan with the recommendations detailed in the staff report. Council Member True seconded.

The motion carried unanimously.

(2018-07) Consideration/discussion/action on the Sykesville Freedom Fireworks Event Funding

Mayor Shaw explained this item. The Warfield Development Corporation donated \$1500 to the fireworks event. Ellen Dix, from the Sykesville Freedom District Volunteer Fire Department, would like the Town to sign the contract with the fireworks vendor to secure the event. The donation paint cans are out in businesses, but the Mayor would like \$5,000 from the Town to secure the vendor. Any leftover money will be donated to the Downtown Sykesville Connection and the Fire Department and saved for next year's event. Ms. Della-Maria had some suggestions for clearer and more lucrative ways to obtain donations and sponsorships for events. Mayor Shaw indicated he was willing to work with Ms. Della-Maria about this.

MOTION: Council Member Grasley motioned to approved \$5,000 from the unrestricted fund for the Sykesville Freedom Fireworks Event. Council Member Link seconded.

The motion carried unanimously.

(2018-08) Consideration/discussion/action on a Budget Amendment to Fund a Parking Study for the Town Property Located at 714 Sandosky Road

Mark Onheiser, Special Projects Coordinator, presented the three estimates he received for this parking study. KCI was the lowest at \$3,535. Mr. Onheiser reached out to them to confirm that they would be providing everything requested for the amount they quoted. They will provide an engineering plan that can be given to any developer or potential buyer of the property. This will not include a lighting study. Mr. Onheiser will be meeting with KCI to go over everything they provide. His goal is to get 88 parking spaces, however, parking will be maximized for cost. Mayor Shaw agreed that the Town should pay for the entire thing now and include it in the purchase price of 714 Sandosky Road.

MOTION: Council Member Keenan motioned to approve the budget amendment in the amount of \$3535 for the 714 Sandosky Road parking study. Council Member Carter seconded.

The motion carried unanimously.

MOTION: Council Member Grasley motioned and Council Member Keenan seconded to take a five minute recess at 8:03 P.M.

The motion carried unanimously.

MOTION: Council Member True motioned and Council Member Grasley seconded to go back into open session at 8:12 P.M.

The motion carried unanimously.

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CLOSED SESSION:

The meeting is proposed to be closed pursuant to the General Provisions of the Annotated Code of Maryland, Section 3-305(b): (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.

MOTION: Council President Betz motioned and Council Member Carter seconded to go into closed session at 8:12 P.M.

The motion carried unanimously.

Those in attendance were: Mayor Shaw, Council President Betz, Council Members Carter, Grasley, Keenan, Link, and True, and Town Manager Aretha Adams

Items discussed were:

- Approval of Minutes

MOTION: Council Member Grasley motioned and Council President Betz seconded to go back into open session at 8:14 P.M.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Council Member Grasley motioned and Council President Betz seconded to adjourn meeting at 8:15 P.M.

The motion carried unanimously.

Respectfully submitted
Town Clerk Kerry Chaney