

OFFICIAL MINUTES OF MARCH 26, 2018 REGULAR COUNCIL MEETING
NO. 18-06

The Council meeting of the Town of Sykesville was held on Monday, March 26, 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, Chris True, and Stacy Link.

ABSENT: Council Member Leo Keenan

STAFF: Aretha Adams, Town Manager
Police Chief Michael Spaulding
Kerry Chaney, Town Clerk
Derek Shreves, Public Works Director

ANNOUNCEMENTS: The Sykesville Parks and Recreation Committee is hosting their annual Easter Egg Hunt in Millard Cooper Park on Friday, March 30, at 10 A.M.

PUBLIC

CONCERNS: Mark Dyer was present and asked about the possibility of having a battery recycling facility in Town. He announced that he is willing to volunteer to lead this project.

PUBLIC SAFETY

REPORT: Chief Spaulding presented the Public Safety Report for the period of March 9 through March 18. There was a total of 250 reports including seven assists to other agencies, two community policing events, nine incident reports, 132 patrol checks, and 41 traffic enforcement initiatives.

Chief Spaulding announced that he has met with Carroll County Emergency Operations regarding their review of the Town's Emergency Action Plan. He will be sending the Town's Emergency Action Plan to the Town Manager for review before bringing it to the Mayor and Town Council.

COUNCIL COMMITTEE

REPORTS:

- Written reports were provided

OPEN SESSION:

Consent Agenda:

(2018-09) Town Council Minutes from March 12, 2018

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(2018-10) Appointment of Richard McCullough to the Historic District Commission

MOTION: Council Member True motioned to approve the items on the Consent Agenda. Council President Betz seconded.

The motion carried unanimously.

Business:

(2018-11) Public Hearing on Zoning for Medical Cannabis Related Businesses

Mayor Shaw explained that the Planning Commission is looking for feedback relating to the potential zoning restrictions for medical cannabis related businesses. The Planning Commission shared radii that they were reviewing for exclusion zones surrounding schools in Town. The radii they reviewed were 500 feet, 750 feet, and 1,000 feet surrounding the schools.

Rachael Beck, business owner, asked about the possibility of having an exclusion zone around residential properties as well as the schools. It was explained that the Town cannot legally zone medical cannabis in a way that completely restricts it from the Town. Ms. Beck said that she was in favor for the largest exclusion zone possible.

Debbie Scheller, resident and business owner, asked if it would be possible to have an exclusion zone around churches in Town as well. She is also in favor of the largest exclusion zone possible. She explained that she does not believe that Main Street is the correct place for a medical cannabis related business. Ms. Scheller also asked if there are any negative impacts for the Police Department. Chief Spaulding explained that he reached out to his local colleagues, but medical cannabis is too new in Maryland for any hard data to be available. In states where cannabis has been legalized, there has been an increase in fatal and nonfatal car accidents attributed to driving under the influence.

Mark Dyer asked if there are laws in place that will prevent people from publicly smoking medical cannabis. Chief Spaulding explained that the patients will sign forms indicating that they know it is illegal to operate a vehicle while under the influence of medical cannabis, smoke in public, and smoke in a building if it is prohibited by a landlord or Home Owners' Association.

Mayor Shaw suggested discussing with the contract purchasers of the Warfield Complex for their input regarding the zoning of medical cannabis strictly to the Planned Employment Campus.

The public hearing will be left open for more discussion.

(2018-12) Designation of the Open Meetings Act Designee

Town Clerk, Kerry Chaney, explained that she recently attended an Open Meetings Act training where she learned that a member of the public body must be designated to receive training in order for the Council to be in compliance when holding Closed Sessions. Ms. Chaney explained that in the past, a staff member could be the designee to receive training, but that was changed in October 2017.

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The Mayor and Town Council agreed that everyone should remain up-to-date with the Open Meetings Act, and Council Member Grasley will be the designee. He will receive the training within 90 days of this meeting.

(2018-13) Discussion of the Development Fee Schedule

Town Manager, Aretha Adams, presented a draft fee schedule to the Mayor and Town Council. She explained that many of the fees have not been updated recently, some have remained unchanged since 1992. Ms. Adams explained that the fee schedule should be reviewed each year to keep it up-to-date. After reviewing fees from local municipalities, Ms. Adams recommends several increases as well as additional fees.

There was discussion regarding the dump truck rentals and the dumpster rentals. The dumpster rentals are a service provided by the Town, and not meant to be a revenue generator. The \$50 charge for the dumpster covers the cost. The dump truck cost includes the tipping costs at the landfill, however there are additional costs including the labor of driving to and from the landfill. The Mayor and Council will consider getting rid of the dump truck rental.

There was also discussion about the solicitation permit fees. The Mayor and Town Council would like to see these fees increased.

Ms. Adams explained that currently the Town charges two times the cost of the engineer when engineering review is required. She suggested removing that and charging a flat rate. Mayor Shaw expressed his preference in keeping this charge unchanged. It allows the Town to recoup costs to a breakeven level.

Council Member Betz pointed out that several fees were missing from the draft fee schedule. Ms. Adams will review the Town Code for fees she may have overlooked in putting together the draft fee schedule.

There was discussion about the added fee to use the building at 714 Sandosky Road. It was agreed that use of the building by the Downtown Sykesville Connection would be part of their annual grant from the Town.

MOTION: Council President Betz motioned to take a five minute recess at 8:04 P.M. Council Member Link seconded the motion.

The motion carried unanimously.

MOTION: Mayor Shaw motioned and Council Member True seconded to go back into open session at 8:11 P.M.

The motion carried unanimously.

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,

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resignation, or performance evaluation of appointees, employees, or officials overwhom it has jurisdiction; or any other personnel matter that affects one or more specific individuals.

MOTION: Mayor Shaw motioned to go into closed session at 8:12 P.M. Council Member True seconded the motion.

The motion carried unanimously.

Those in attendance were: Mayor Shaw, Council President Betz, Council Members Carter, Grasley, Link, and True, Town Manager Aretha Adams, and Police Chief Michael Spaulding.

Council Member Keenan was absent.

Items discussed were:

- **Personnel** – Law Enforcement Officers Pension System Review – Confidential Personal Information

MOTION: Council Member Link motioned to go back into open session at 9:08 P.M. Council President Betz seconded the motion.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Mayor Shaw motioned to adjourn the meeting at 9:09 P.M. Council Member Grasley seconded the motion.

The motion carried unanimously.

Respectfully submitted
Town Clerk Kerry Chaney