

OFFICIAL MINUTES OF AUGUST 13, 2018 REGULAR COUNCIL MEETING
NO. 18-13

The Council meeting of the Town of Sykesville was held on Monday, August 13, 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, and Chris True.

ABSENT: Council Member Stacy Link

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

PUBLIC

COMMENT: Julie Della-Maria was present to discuss economic development. There was discussion regarding commercial business space, the upcoming Warfield development, and the purchase of 714 Sandosky Road. David Palmer, of Brewery Fire, explained that he was interested in opening his business in 714 Sandosky Road but was unable to do so. Nazz Ciconte explained that he would like another food option in the area. Dan Andersen and Bob Morris both asked for clarification as to why 714 Sandosky Road was purchased by the Town. The Council explained that it was purchased to address a shortage of public parking and to have a direct influence over the use of the property; the Mayor and Council want to explore options for the use of the building.

Mayor Shaw announced there will be a strategic planning session on September 10, 2018 at 6:00 P.M. for the Town Council to discuss the strategic plan for the future.

TREASURER'S

REPORT: Evelyn Sweet, Town Treasurer, presented the June 2018 Treasurer's Report. She explained that the Town finished the fiscal year with expenses over revenues around \$63,000 partially due to the payoff of 714 Sandosky. All departments were under budget for the year.

The auditors came for their initial assessment. They will give the Town feedback sometime during September. The auditors are in their third year of a three year audit. It will go out for bid this year.

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Ms. Sweet also explained that she has researched the credit card machine at the post office. She recommends switching to PayGov for a flat 3% fee to be absorbed by the Town, not the consumer.

MOTION: Council Member True motioned to approve the June Treasurer's Report. Council President Betz seconded the motion.

The motion carried unanimously.

PUBLIC SAFETY

REPORT: Chief Spaulding presented the public safety report for July 2 through August 5. There were a total of 734 reports including 31 assist other agencies, seven community policing events, 28 incident reports, 363 patrol checks, and 88 traffic enforcement initiatives.

Chief Spaulding explained that the trespassers at Warfield were not related to the break-in incident. The trespassers were stopped by the police and did not realize they were trespassing despite the numerous signs throughout the property. Damage was caused during the break-in incident. Since the Public Safety Report was created, there were two other incidents at Warfield. There was a meeting with the management company and Steve McCleaf about security enhancements and enforcement at Warfield.

Chief Spaulding also explained that he looked into the 11 incidents that occurred at Transitions Health Care. Verbal abuse falls under the reporting requirements for the center, even though the police do not recognize verbal abuse as a crime. Chief Spaulding explained that verbal abuse will be recorded as a call for service and not an actual incident report, which will legally satisfy the center's requirement while decreasing officer documentation time. Many of the incidents are situations of finger pointing with no clear way to determine who is right or wrong. Chief Spaulding does not believe there are actual security guards at Transitions Health Care.

Chief Spaulding announced National Night Out was postponed due to rain. It will be moved inside the fire department if needed. He thanked Ellen Dix for organizing this event.

COUNCIL COMMITTEE

REPORTS:

- Written reports were provided.

ANNOUNCEMENTS:

- Next Mayor and Council Meeting – September 10, 2018
- Farmers' Markets every Sunday from 9 A.M to 1 P.M.

OPEN SESSION:

Consent Agenda:

- I. (2018-55) Town Council Minutes from July 9, 2018
- II. (2018-56) Action on the Surplus of a Police Vehicle
- III. (2018-57) Action on the Appointment of Members to the SPARC Board

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

The motion carried unanimously.

Business:

IV. (2018-58) Action on Resolution NO. 2018-10 Naming the Pedestrian Tunnel Located Under MD Route 32 the Jonathan S. Herman Tunnel

Mayor Shaw explained that this was brought up at a previous meeting. Jonathan Herman was key in getting the tunnel constructed during the remodeling of the Springfield Avenue/Route 32 intersection. A plaque will be created for Mr. Herman and for the entrances to the tunnel.

MOTION: Council Member Carter motioned to approve Resolution NO. 2018-10. Council Member Grasley seconded the motion.

The motion carried unanimously.

V. (2018-59) Discussion of the USDA Rural Business Development Grant

Jared Schumacher, Circuit Rider, explained that the Town received \$30,000 for a connectivity engineering study with a \$10,000 match. Mr. Schumacher explained that this study will be exploring ways to connect all neighborhoods to the downtown area. He is trying to get it out to bid as soon as possible, and the Town's usual bidding processes can be used.

VI. (2018-60) Discussion and Action on an RFP for Sidewalk and Ramp Construction of the Safe Routes to School Grant

Aretha Adams, Town Manager, explained that this grant has been moving forward slowly. Mark Onheiser, Special Projects Coordinator, has been working on this for years. The Town went back to the grantors for budget amendments for legal review and to cover the additional ADA ramps they are requiring. This grant is for about 500 linear feet connecting the existing sidewalks and creating additional pavement to improve connectivity and safety for students who are walking or biking to school. The RFP was for engineering for this project.

MOTION: Council Member True motioned to accept the bid from SNG Engineering for \$13,350. Council Member Keenan seconded the motion.

The motion carried unanimously.

**COUNCIL AND
MANAGER
COMMENTS:**

- Council Member True passed along his thanks to Carroll County Government for their hard work during a water main break by his house. The water main was repaired and the road was repaved within days.
- Aretha Adams, Town Manager, announced the Sykesville Bingo game was still running and will be ending August 31. Winners will be picked at the September 10 Council meeting.

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

The motion carried unanimously.

MOTION: Mayor Shaw motioned and Council President Betz seconded to go back into open session at 8:18 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, 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.

MOTION: Mayor Shaw motioned and Council President Betz seconded to go into closed session at 8:19 P.M.

The motion carried unanimously.

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

Council Member Link was absent.

Items discussed were:

- Personnel – Public Works Employee – Confidential Personal Information

MOTION: Council Member True motioned and Council Member Carter seconded to go back into open session at 8:22 P.M.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Council Member Carter motioned and Council Member Grasley seconded to adjourn meeting at 8:23 P.M.

The motion carried unanimously.

Respectfully submitted
Town Clerk Kerry Chaney