

DRAFT

OFFICIAL MINUTES OF FEBRUARY 25, 2019 REGULAR COUNCIL MEETING
NO. 19-03

The Council meeting of the Town of Sykesville was held on Monday, February 25, 2019. 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 Members Anna Carter, Alan Grasley, Leo Keenan, and Stacy Link.

ABSENT: Council President Julia Betz and Council Member Chris True

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

**PUBLIC
COMMENTS:** None

TREASURER'S

REPORT: Evelyn Sweet presented the Treasurer's Report for December 2018. She explained that there were a couple big ticket items, including the Warfield closing and a new snowplow that was purchased.

MOTION: Council Member Grasley motioned to approve the December 2018 Treasurer's Report. Council Member Carter seconded the motion.

The motion carried unanimously.

PUBLIC SAFETY

REPORT: Chief Spaulding presented the Public Safety Report for the period of January 22 through February 18. There were a total of 645 reports including 25 assist other agencies, nine community policing events, 26 foot patrols, 25 incident reports, 330 patrol checks, and 64 traffic enforcement initiatives.

Chief Spaulding announced that Officer Eric Almenas has successfully completed his probationary period.

COUNCIL MEETING MINUTES

February 25, 2019

Cont.

ANNOUNCEMENTS:

- Next Mayor and Town Council Meeting is on March 11, 2019.
- The election is May 7. If you are interested in running but would like more information, please talk to the Town Clerk, Kerry, or email town@sykesville.net. Nominations will be at the March 25 Council Meeting.
- The deadline to register to vote is April 12.
- We have volunteer opportunities available on the Historic District Commission, Police Auxiliary, and Crossing Guard. Email town@sykesville.net for more information about volunteering with the Town.

OPEN SESSION:

Consent Agenda:

- I. **(2019-09) Town Council Minutes from January 28, 2019**
- II. **(2019-10) Approval of Pay Rate for Election Supervisors**

(2019-09) Town Council Minutes from January 28, 2019 was tabled until the next meeting for further information.

MOTION: Council Member Grasley motioned to approve the item on the Consent Agenda with item (2019-09) tabled for further information. Council Member Carter seconded the motion.

The motion carried unanimously.

Business:

- III. **(2019-11) Consider/Discuss on the Downtown Sykesville Connection Memorandum of Understanding and Joint Meeting Topics**
Aretha Adams, Town Manager, explained that this item was to gather any additional topics the Mayor and Council would like to cover in the joint meeting with the Downtown Sykesville Connection (DSC). She received a list from Council President Betz which includes discussion of the Events Coordinator grant, the ghost tour Facebook posts, coordination between the DSC and the Mayor and Council regarding issues, and the role of the Executive Director in Board decisions. Mayor Shaw asked to discuss communication and misconceptions as well. No other Council Member had any additions. Ms. Adams verbally provided the list of changes that the DSC is requesting for the Memorandum of Understanding.
- IV. **(2019-12) Consider/Discuss/Act on appointing members to the Board of Election Supervisors**

MOTION: Council Member Keenan motioned to appoint Carmen McEvoy, Marianne Sickler, and Trefor Evans to the Board of Election Supervisors for a period of 2 years. Council Member Link seconded the motion.

The motion carried unanimously.

Carmen McEvoy, Marianne Sickler, and Trefor Evans were sworn in as members of the Board of Election Supervisors.

- V. **(2019-13) Presentation of Town Community Engagement Efforts**

COUNCIL MEETING MINUTES

February 25, 2019

Cont.

Kerry Chaney, Town Clerk, presented the Town's Community Engagement efforts. She explained that the Town currently uses email, the website, Facebook, Twitter, and, in certain emergencies, Nixle. Ms. Chaney presented analytics from each of the platforms and explained ways the Town is trying to gain more interest in the platforms, including boosting posts, live videos, and more. Ms. Chaney also explained the non-social media based outreach efforts including Sykesville Bingo, public input signs, and Town booths at events.

VI. (2019-14) Presentation of the FY2020 CIP

Evelyn Sweet, Town Treasurer, presented the FY2020 Capital Improvement Program (CIP). Requests for this CIP totaled \$1,159,782 including funding from grants. She and Ms. Adams explained that they are proposing a funding policy for the CIP of 30% of the property tax revenue being allotted for the CIP. This would allow for fluctuations in taxes while still providing necessary funding for the CIP.

Council had questions regarding the possibility of a leaf vacuum being acquired to better clean the storm drains, an upgraded heating system for the Town House instead of a boiler system, and the creation of a sidewalk policy prior to funding sidewalk repairs.

VII. (2019-15) Consider/Discuss/Act on FY 2019 Budget Amendments

Ms. Sweet presented the FY2019 Budget Amendments. There was discussion regarding the concrete islands in the Baldwin's parking lot. The islands would take up too many spaces and are not feasible. Council Member Link would like some screening looked in to at the end of the lot before the Farm and Home property begins.

MOTION: Council Member Link motioned to approve the budget amendments with the removal of the amendment regarding the islands in Baldwin's parking lot. Council Member Keenan seconded the motion.

The motion carried unanimously.

COUNCIL AND MANAGER COMMENTS:

- Aretha Adams, Town Manager, thanked the Public Works Department for their hard work during the recent snow events.
- Mayor Shaw announced that A Likely Story Bookstore won the Publishers Weekly Bookstore of the Year award.
- Council Member Keenan announced that the DSC will be hosting a Main Street presentation on Wednesday at 6:00 P.M.
- Kerry Chaney, Town Clerk, asked the Mayor and Council to begin thinking about attendance at the Maryland Municipal League Summer Convention on June 23-26 in Ocean City, MD.
- Ms. Chaney also introduced the Town House intern for the semester, Maria Padulla.
- The next Carroll County Chapter Dinner is on March 14 in New Windsor.

MOTION: Council Member Grasley motioned and Council Carter seconded to take a five minute recess at 8:44 P.M.

The motion carried unanimously.

COUNCIL MEETING MINUTES

February 25, 2019

Cont.

MOTION: Council Member Grasley motioned and Council Member Carter seconded to go back into open session at 8:55 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; (2) To protect the privacy or reputation of individuals with respect to a matter that is not related to public business; (8) To consult with staff, consultants, or other individuals about pending or potential litigation; (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.

MOTION: Council Member Grasley motioned and Council Member Carter seconded to go into closed session at 8:55 P.M.

The motion carried unanimously.

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

Council President Betz and Council Member True were absent.

Items discussed were:

- **Minutes** – January 28, 2019
- **Legal** – Notice of Claim
- **Privacy** – Town Ethics Forms
- **Privacy** – Town Owned Property: Farm and Home
- **Personnel** – Council Accountability Measures

MOTION: Council Member Grasley motioned and Council Member Link seconded to go back into open session at 9:36 P.M.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Council Member Grasley motioned and Council Member Link seconded to adjourn meeting at 9:38 P.M.

The motion carried unanimously.

Respectfully submitted
Town Clerk Kerry Chaney