

DRAFT

**OFFICIAL MINUTES OF MARCH 11, 2019 JOINT WORKSESSION WITH THE
DOWNTOWN SYKESVILLE CONNECTION
NO. 19-04**

The Council meeting of the Town of Sykesville was held on Monday, March 11, 2019. Mayor Shaw called the meeting to order at 6:00 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.

Members of the Downtown Sykesville Connection Board: President Rachael Beck, Treasurer Rudy Linde, Secretary Lisa Berman, and Board Members Mary Ellen Will, Jane Linde, Michelle Williams, Dana Alonzi, and Rich Austin.

STAFF: Aretha Adams, Town Manager
Police Chief Michael Spaulding
Kerry Chaney, Town Clerk
Derek Shreves, Public Works Director
Jana Antrobus, Executive Assistant
Dennis Hoover, Town Attorney

Revisions to the DSC Memorandum of Understanding

Mayor Shaw and President Beck introduced the reason for the joint meeting and explained that the Memorandum of Understanding (MOU) is set to expire at the end of June. The Mayor and Council and DSC Board went over the changes the DSC requested to the MOU.

On Page 2, the DSC wanted to know if there were any changes the Mayor and Council wanted to make to the first statement. They were made aware of some concerns about how aggressively the Executive Director of the DSC pushed for tenants of the building at 714 Sandosky Road. Mayor Shaw explained that he saw it more as a partnership between the Executive Director and the Town Manager regarding coordination for economic development in the Town.

Also on page 2, there was discussion regarding the events planning and the process for event permitting. The DSC explained that they plan for their events in the summer for the following year. It was determined that a Special Events Permit would be submitted for their events in the spring, Town staff will review all the permits, and the Mayor and Council and the DSC will have a retreat in the beginning of June each year where the events will be discussed. On the MOU, the IceFest and the Harvest Festival will be removed from the events list.

President Beck explained that there was concern regarding the funding model. She explained that due to the events calendar and grants received throughout the year, the quarterly statements requested by the Town might not show exactly that there is two-thirds of their budget each quarter

COUNCIL MEETING MINUTES

March 11, 2019

Cont.

coming from revenue sources other than the Town. Town Manager Aretha Adams explained that the quarterly reports didn't need to show that exactly, but the Town auditors recommended requiring the quarterly reports to show that the Town isn't the primary funding source.

The DSC requested the use of the Tower Room for their monthly meetings and also assistance in deconstruction and storage of the parklet. Ms. Adams explained that staff had already discussed the use of the Tower Room, and everything for that was worked out. There is no inside storage space the Town can offer for the storage of the parklet. With more information regarding the size of the deconstructed parklet, a storage cost-sharing agreement can be worked out.

There is language in the MOU regarding a monthly meeting between the DSC Executive Director and the Town Manager. The meetings didn't always occur monthly. Ms. Adams suggested keeping in this language and working to have the meetings monthly.

There was discussion regarding collaboration regarding grants so the DSC and the Town aren't competing for the same grants.

It was decided to remove the second "Whereas" statement from the recitals on the first page of the MOU.

There was discussion regarding the liaison and DSC Executive Director reports to the Mayor and Council. The Council liaison will receive a report from the DSC Executive Director and will provide it to the Council.

There was discussion regarding the removal of some of the events. The DSC explained that they were having a difficult time recruiting volunteers for the events. They are planning on having more family friendly activities at the Farmers' Markets.

Town staff will revise the MOU based on the discussion, and the revised MOU will be sent to the Council and to President Beck for dispersion to the DSC.

Town Concerns

President Beck addressed some of the stated Town concerns in an email prior to the meeting. Other concerns will be addressed in the liaison reports.

Council President Betz expressed her concern regarding the hiring of an Events Coordinator and the fact that the Town wasn't made aware of the decision to create this position. President Beck explained that she did not believe the Town needed to be made aware of the decision, as a Council Member is a voting member on the DSC Board and was kept aware and involved during the entire process.

President Beck explained that she reviewed the Facebook posts regarding the Ghost Tours and discussed with the Executive Director regarding tone of the posts.

Mayor Shaw expressed his concerns regarding the Executive Director showing up to a Council meeting with no warning and blindsided the Council with people to discuss the 714 Sandosky Road building. Mayor Shaw is concerned about the lack of collaboration between the Town and the DSC.

DSC Concerns

President Beck wanted to let the Council know that the DSC has accomplished a lot over the year, and that wouldn't have happened without the help of the Town.

COUNCIL MEETING MINUTES

March 11, 2019

Cont.

She also explained that the DSC would like to see more partnership with the Town, such as partnering with Parks and Recreation or working with the Police Department for a Police related event.

MOTION: Council Member True motioned and Council Member Carter seconded to take a five minute recess at 7:56 P.M.

The motion carried unanimously.

MOTION: Council Member True motioned and Council Member Carter seconded to go back into open session at 8:03 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; (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 True motioned and Council Member Grasley seconded to go into closed session at 8:04 P.M.

The motion carried unanimously.

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

Items discussed were:

- Minutes – January 28, 2019 and February 25, 2019
- Privacy – Town Owned Property: Farm and Home
- Personnel – Town Manager Transition
- Personnel – Council Accountability Measures

MOTION: Council Member Grasley motioned and Mayor Shaw seconded to go back into open session at 9:30 P.M.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Council Member Grasley motioned and Mayor Shaw seconded to adjourn meeting at 9:31 P.M.

The motion carried unanimously.

COUNCIL MEETING MINUTES

March 11, 2019

Cont.

Respectfully submitted

Town Clerk Kerry Chaney