

**DRAFT**

**OFFICIAL MINUTES OF DECEMBER 10, 2018 REGULAR COUNCIL MEETING**  
**NO. 18-23**

The Council meeting of the Town of Sykesville was held on Monday, December 10, 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  
Police Chief Michael Spaulding  
Kerry Chaney, Town Clerk  
Derek Shreves, Public Works Director  
Mark Onheiser, Special Projects Coordinator  
Jared Schumacher, Circuit Rider and Grants Manager

**PUBLIC**  
**COMMENTS:** There were no public comments.

**TREASURER'S**  
**REPORT:** **October 2018**  
Evelyn Sweet, Town Treasurer, was not in attendance to present the October 2018 Treasurer's Report, however she did answer questions prior to the meeting. The distance paid to one of the officers was travel time to a previously used vendor for uniform fittings. They are now using a different vendor that is closer and provides better customer service.

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

**The motion carried unanimously.**

**PUBLIC SAFETY**  
**REPORT:** Chief Spaulding presented the Public Safety Report for November 19 through December 2, 2019. There were a total of 334 reports including 13 assist other agencies, 3 community policing, 15 incident reports, 163 patrol checks, and 34 traffic enforcement initiatives. Chief Spaulding explained that traditionally there are more DUI stops during the holiday season and the officers do run grant funded DUI checks. Chief Spaulding also explained that there are still issues with Birch Manor. There is little the Police Department can do to prevent or lower the reports at Birch Manor because the facility is required to report the incidents and the Police Department is required to respond.

## **COUNCIL MEETING MINUTES**

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Chief Spaulding announced that overdoses are up in the county for 2018. There was a fatal overdose in Town, a person who was here visiting overdosed, and the officers responded, performing CPR prior to the ambulance and rescue personnel arriving.

Chief Spaulding presented an update for the speed trailer. It has been deployed recently on Obrecht Road, Main Street, and Sandosky Road because of the cut through traffic from the construction. There was discussion about retrofitting the trailer to have a camera to take pictures of the license plates of speeders. It would be a lot harder to retrofit and would require legislation from the Council.

### **COUNCIL COMMITTEE**

#### **REPORTS:**

- There were no reports provided.

#### **ANNOUNCEMENTS:**

- Next Mayor and Council Meeting – Monday, January 14, 2019
- Trash and recycling will be pushed back by a day during the week of Christmas and the week of New Year's Day
- Holiday Decorating Contest – December 18, 2018

#### **OPEN SESSION:**

##### **Consent Agenda:**

- I. **(2018-88) Town Council Minutes from November 27, 2018**  
**<<END OF CONSENT>>>**

**MOTION: Council Member Link motioned to approve the item on the Consent Agenda. Council Member True seconded the motion.**

**The motion carried unanimously.**

##### **Business:**

- II. **(2018-89) End of Year Public Works Department Updates**  
Derek Shreves, Public Works Director, presented an end of year update regarding the Public Works Department. Mr. Shreves explained that the "Big Red" snowplow and dump truck is quickly deteriorating, and a replacement will be needed. Residential and commercial trash pickup for 2018 has increased 3.4%.
- III. **(2018-90) Presentation of and Consideration of the Updated Town Zoning Map**  
Mark Onheiser, Special Projects Coordinator, presented the updated Town Zoning Map. He explained that a couple street names were corrected and street names were added to roads that were previously unmarked.

**MOTION: Council Member Grasley motioned to approve the updated zoning map. Council Member Keenan seconded the motion.**

**The motion carried unanimously.**

- IV. **(2018-91) Discuss/Consider/Act on Selection of an Engineering Firm to Provide a Connectivity Study for the Town**

## **COUNCIL MEETING MINUTES**

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Jared Schumacher, Circuit Rider and Grants Manager, presented the engineering firm for the connectivity study. He explained that the Town was awarded a \$30,000 USDA grant for a connectivity study. From the Request for Proposals, the Town received eight bids, all within budget. RK&K stood out because their bid was the most well organized and detailed, and they had the best references. RK&K will start as soon as a notice to proceed is sent, and the project should take three to six months. The majority of their work will be in office, so weather should not be much of a factor in the timeframe.

**MOTION: Council Member True motioned to accept the bid from RK&K Engineering in an amount not to exceed \$40,000. Council Member Link seconded the motion.**

**The motion carried unanimously.**

### **COUNCIL AND MANAGER COMMENTS:**

- Council thanked the Police for the safe road closure for Santa's Arrival on Main Street.

**MOTION: Council President Betz motioned and Council Member Grasley seconded to take a five minute recess at 8:05 P.M.**

**The motion carried unanimously.**

**MOTION: Council Member True motioned and Council Member Keenan seconded to go back into open session at 8:16 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; (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter; and

(14) Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

**MOTION: Council Member True motioned and Council Member Keenan seconded to go into closed session at 8:17 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.**

**COUNCIL MEETING MINUTES**

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**Cont.**

**Items discussed were:**

- **Personnel** – Authorize the Town Manager to hire a Public Works Maintenance Worker – confidential personal information
- **Personnel** – Salary and Position Discussion
- **Negotiation Strategy** – Negotiation Strategy for Potential Sale of Town Property
- **Minutes** – October 22, 2018 and November 27, 2018

**MOTION:** Council Member Keenan motioned and Council Member Link seconded to go back into open session at 10:08 P.M.

The motion carried unanimously.

**MOTION:** Council Member Keenan motioned to approve a holiday bonus of \$300 for full-time employees and \$200 for part-time employees. Council Member Link seconded the motion.

The motion carried unanimously.

**ADJOURN:** There being no further business to come before the Council, Mayor Shaw motioned and Council President Betz seconded to adjourn meeting at 10:12 P.M.

The motion carried unanimously.

Respectfully submitted  
Town Clerk Kerry Chaney