

Dear

DRAFT

OFFICIAL MINUTES OF OCTOBER 28, 2019 REGULAR COUNCIL MEETING
NO. 19-15

The Council meeting of the Town of Sykesville was held on Monday, October 28, 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 President Alan Grasley, and Council Members Anna Carter, Mark Dyer, Leo Keenan, Stacy Link, and Jeremiah Schofield.

STAFF: Joseph Cosentini, 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 Coordinator
Sergeant Shawn Kilgore
Dennis Hoover, Town Attorney

CONSENT AGENDA

(2019-80) Approval of minutes from October 7, 2019

(2019-81) Proclaim November as Municipal Government Works Month

MOTION: Council Member Link motioned to approve the items on the Consent Agenda. Council Member Schofield seconded the motion.

The motion carried unanimously.

PUBLIC

COMMENTS: There were no public comments.

NEW BUSINESS

I. **(2019-82) Presentation from the Sykesville Hive Coalition regarding the Apple Butter Building**

Paul Sturm, Ridges to Reefs, presented on behalf of the Hive Coalition. The Hive Coalition is working on a way to create a makerspace in the Apple Butter Building in South Branch Park. The makerspace would be geared towards all ages. The Hive Coalition has not talked with the

Carroll County Public Library or with Northrup Grumman yet, however they are trying to get in contact with them.

Some challenges they are facing is that the building is in a floodplain, which will make a septic system impossible. The 714 Sandosky Road building was considered, but it is too small for what the Hive Coalition envisions for the makerspace.

Council asked for the floor plan concept and for a copy of the PowerPoint presentation.

MOTION: Council Member Link motioned to take a five minute recess at 7:54 PM. Council President Grasley seconded the motion.

The motion carried unanimously.

MOTION: Council President Grasley motioned to return to open session at 8:00 PM. Mayor Shaw seconded the motion.

The motion carried unanimously.

II. (2019-83) Consider/Discuss/Act on Resolutions NO. 2019-06 and 2019-07 for the Maryland Energy Administration (MEA) Smart Energy Communities Grant

Jared Schumacher, Circuit Rider and Grants Manager, presented this item. He explained that he had brought this grant to the Council previously, however the resolutions were not voted on and signed at that time. The MEA grant will be used to upgrade street lighting throughout Town. The two resolutions say the Town will attempt an overall energy reduction of 15% in five years and to reduce our vehicle petroleum usage by 20% in five years.

Council Member Schofield asked why we did not consider the third option for the resolutions, renewable energy. Mr. Schumacher explained that when he first presented this to the Council, the energy reduction and petroleum resolutions were agreed upon.

MOTION: Mayor Shaw motioned to approve Resolutions NO. 2019-06 and 2019-07 for the Maryland Energy Administration Smart Energy Communities Grant. Council Member Link seconded the motion.

The motion passed 5-2 with Mayor Shaw and Council Members Carter, Dyer, Keenan, and Link voting for it and Council President Grasley and Council Member Schofield voting against it.

III. (2019-84) Consider/Discuss/Act on additional funding for Gate House kitchen project

Mark Onheiser, Projects Coordinator, presented this item. He explained that during the stabilization of the Gate House, termite damage was discovered. The damage in the basement will be repaired with the grant money; the damage in the kitchen was not known until a wall was

removed during the stabilization. Mr. Onheiser also explained that there is no active termites that were discovered.

MOTION: Council Member Keenan motioned to approve \$12,000 from the Gate House Reserve to repair the termite damage found in the kitchen of the Gate House. Council Member Grasley seconded the motion.

The motion carried unanimously.

IV. **(2019-85) Consider/Discuss/Act on Personnel Manual Updates**
Kerry Chaney, Town Clerk, presented this item. She explained that these updates were to fix grammar and formatting, to update the manual to be consistent with the recently adopted Charter Amendments, and to add two policies, one for seatbelt use and one for cell phone use. A more thorough review of the personnel manual will occur with additional updates at a later date.

MOTION: Council Member Carter motioned to approve the updates to the personnel manual to become effective on November 25. Council Member Schofield seconded the motion.

The motion carried unanimously.

ANNOUNCEMENTS/REPORTS

- Trick or Treating throughout Town will be on Thursday, October 31 from 6:00 pm to 8:00 PM. This is rain or shine and will not be rescheduled due to weather.
- Next Mayor and Town Council Meeting is on Tuesday, November 12, 2019.
- We have volunteer opportunities available on the Historic District Commission, BZA, Police Auxiliary, and Crossing Guard. Email town@sykesville.net for more information about volunteering with the Town.

PUBLIC SAFETY REPORT:

Chief Spaulding presented the Public Safety Report for the period of October 1 through October 20. There was a total of 462 reports including 18 assist other agencies, six community policing events, 34 foot patrols, 16 incident reports, 237 patrol checks, and 48 traffic enforcement initiatives. Chief Spaulding explained that the multiple incidents at 7071 Jennifer Way resulted in a CIT referral.

Chief Spaulding explained that Trick or Treat on Main Street was very well attended. There were some issues with the Main Street/Baldwin's Drive intersection

Council thanked Chief Spaulding for his work on the Emergency Plan and for organizing the tabletop exercise.

TOWN UPDATES:

- There will be a memorial for Bob Bond, Town Engineer, on Friday, November 1 beginning at 10 AM.

- Development engineering review is now being handled by the County.
- There will be repairs on Tuesday, October 29 for the sinkhole that has appeared on Spout Hill Road.
- The Downtown Sykesville Connection is interested in adding a storefront decorating category to the holiday decorating contest.
- The Town will be going with the original garbage truck bid without a snowplow on it.

COUNCIL COMMITTEE REPORTS:

- **Sykesville Parks and Recreation (SPARC)** – Council Member Link announced that SPARC has been discussing Capital Improvement ideas such as walking trail improvements, a sitting wall for the splash pad, recycling bins for the parks, and more.

Council Member Link also announced that the HIVE Coalition is looking for a letter of support from the Town still.

- **Planning Commission** – Council Member Dyer announced that the Planning Commission met and reviewed plans for Building F in the Warfield Center.
- **Downtown Sykesville Connection (DSC)** – Council Member Keenan announced that the DSC Board met on October 21 to discuss a conflict of interest policy. The Craft Beer Fest is on November 9.
- **Merchants** – Council President Grasley announced that the merchants met to discuss the Cider Stroll and a new business on Main Street. There is no November meeting.
- **Museums** – Mayor Shaw announced that Warren Dorsey's 99th birthday celebration is November 17. There will be a celebration at the Historic Schoolhouse from 2 PM to 4 PM.
- **Historic District Commission (HDC)** – Council Member Carter announced that the HDC approved a sign for a new business on Main Street and reviewed plans for Building F in the Warfield Center. The next HDC meeting is November 26.
- **Raincliffe Home Owners' Association (HOA)** – Council Member Schofield announced that the next HOA meeting is on November 20.

Council Member Schofield also announced that he went to a meeting of the Maryland Municipal League (MML) Legislative Committee at the Fall Conference. Their priorities are to end the sunset on the Highway User Revenues increase and restore funding completely and small cell tower legislation pushback.

He also announced that the Census is coming up soon and the MML has a \$300,000 grant to assist municipalities with it.

ADJOURN: There being no further business to come before the Council, Council President Grasley motioned and Council Member Link seconded to adjourn meeting at 8:46 P.M.

The motion carried unanimously.

Respectfully submitted
Town Clerk Kerry Chaney