

Dear

DRAFT

OFFICIAL MINUTES OF November 25, 2019 REGULAR COUNCIL MEETING
NO. 19-17

The Council meeting of the Town of Sykesville was held on Monday, November 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 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
Dennis Hoover, Town Attorney

PUBLIC
COMMENTS: There were no public comments.

Consent Agenda:

(2019-89) Approval of minutes from November 12, 2019.

MOTION: Council President Grasley motioned to approve the item on the Consent Agenda with the correction to the minutes. Council Member Link seconded the motion.

The motion carried unanimously with Mayor Shaw abstaining.

New Business:

- I. **(2019-90) Presentation of Social Media Trends and Improvements – Intern Jared Cohen**
Town House Intern Jared Cohen presented his statistical findings about the state of the Town's social media presence and community outreach. He explained about the improvement of Twitter "impressions" and "followers" and how the Council as a whole can improve its interaction with the community on social media.

The Mayor and Council thanked him for his work and commitment to his internship. Mr. Cohen will be continuing to intern through the end of January 2020.

II. (2019-91) Consider/Discuss/Act on Warfield Wetlands Mitigation Construction Agreement

Joseph Cosentini, Town Manager, presented this item. He explained that this is a continuation of the wetlands plan approval that was received in April 23, 2018. The Warfield project will permanently impact 641 linear feet of stream and 15,804 square feet (0.37 acres) of wetlands located on the development site. Required mitigation is necessary to make up for this impact. The proposed plans will create approximately 1.13 acres of wetland and 945 linear feet of stream. The Maryland Department of the Environment and the Army Corps of Engineers have signed off on the mitigation plans. The plans will only change if something major is discovered during construction.

Dennis Hoover, Town Attorney, drafted the contract documents for the mitigation. There are a few outstanding issues that will need to be resolved prior to the start of construction; a surety needs to be in place that can adequately cover the cost of the improvements, an access route for the construction equipment, and a staging area will need to be identified.

This item will come back to the Council at their next meeting.

ANNOUNCEMENTS:

- Due to the Thanksgiving holiday, recycling will not be picked up on November 28. It will be picked up on Monday, December 2, and then as regularly scheduled.
- Next Mayor and Town Council Meeting is on Monday, December 9, 2019.
- We have volunteer opportunities available on the Historic District Commission, BZA, SPARC, Police Auxiliary, and Crossing Guard. Email town@sykesville.net for more information about volunteering with the Town.
- November 30 is Small Business Saturday. The Downtown businesses are participating in the Shop Small Passport.
- December 6 is the 12 Hours of Christmas.
- December 10 is the Town Decorating Contest which will include the Downtown businesses.

**PUBLIC SAFETY
REPORT:**

Chief Spaulding presented the Public Safety Report for the period between November 4 and November 17. There were a total of 286 reports including 9 assist other agencies, two community policing events, 14 incident reports, 118 patrol checks, and 29 traffic enforcement initiatives. Chief Spaulding explained that the damage to the stone building in South Branch Park was around \$1200. Howard County was contacted regarding the damage.

Council Member Link asked about having a camera in the tunnel under Route 32 to deter any criminal activity including vandalism. Similar graffiti has been done in the Warfield Complex as well. Steve McCleaf, The Warfield Companies, has met with Chief Spaulding to discuss cameras and other security measures for the complex.

Chief Spaulding announced that he is meeting with the County Emergency Management to discuss an after action review of the Emergency Operations Plan tabletop exercise.

COUNCIL COMMITTEE REPORTS:

- **Sykesville Parks and Recreation (SPARC)** – Council Member Link announced that the meeting was on the third Thursday of the month due to Thanksgiving. There will not be a December meeting. SPARC is participating in Santa's Arrival with a craft table behind Tri-Sport Junction.
- **Planning Commission** – Council Member Dyer announced that there was not a November Planning Commission, and there is not a meeting in December.
- **Downtown Sykesville Connection (DSC)** – Council Member Keenan announced that Merry Main Street is on Saturday, December 7, before Santa's Arrival. He thanked everyone who had donated to the Sykesville HappyThon so far. The Board is working on their social media and communication policy, the Design Committee is working on a Snallygaster mural tour app, the Green Committee is working on smart benches for Downtown, and the Promotions Committee is working on a Special Olympics Fundraiser.
- **Merchants** – Council President Grasley announced that there was not a November meeting due to Black Friday.
- **Schoolhouse and Gate House** – Mayor Shaw announced that there was a celebration for Warren Dorsey's 99th birthday at the Schoolhouse. He is talking with Jack White about expanding the hours of the Gate House, getting a legacy system in place, and connecting together with other historical societies.
- **Historic District Commission (HDC)** – Council Member Carter announced that the HDC met on November 19 to approve the plans for Warfield Building F. The next meeting is on December 17.
- **Raincliffe Home Owners' Association (HOA)** – Council Member Schofield announced that the next meeting is in January. It is the HOA's annual meeting. The Maryland Municipal League is having their legislative meeting on December 12.

MOTION: Council President Grasley motioned and Council Member Carter seconded to take a five minute recess at 8:06 P.M.

The motion carried unanimously.

MOTION: Council President Grasley motioned and Council Member Schofield 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: Council President Grasley motioned and Council Member Carter seconded to go into closed session at 8:19 P.M.

The motion carried unanimously.

Those in attendance were: Mayor Shaw, Council President Grasley, Council Members Carter, Dyer, Keenan, Link, and Schofield, Town Manager Joseph Cosentini.

Items discussed were:

- Personnel – Treasurer's Position – Confidential Personal Information

MOTION: Council President Grasley motioned and Council Member Schofield seconded to go back into open session at 8:26 P.M.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Mayor Shaw motioned and Council President Grasley seconded to adjourn meeting at 8:27 P.M.

The motion carried unanimously.

**Respectfully submitted
Town Clerk Kerry Chaney**