

Dear

DRAFT

OFFICIAL MINUTES OF MAY 11, 2020 REGULAR COUNCIL MEETING
NO. 20-09

The Council meeting of the Town of Sykesville was held on Monday, May 11, 2020. Mayor Shaw called the meeting to order at 7:00 P.M. via Zoom.us. 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
Craig Weaver, Town Treasurer
Kerry Chaney, Town Clerk
Derek Shreves, Public Works Director
Dennis Hoover, Town Attorney

PUBLIC COMMENTS:
There were no public comments.

CONSENT AGENDA:
I. Minutes from April 27, 2020

MOTION: Council Member Keenan motioned to approve the item on the Consent Agenda with the revision provided by Mayor Shaw. Council Member Carter seconded the motion.

The motion carried unanimously.

UNFINISHED BUSINESS:
I. **Public hearing on proposed FY2021 Personal and Real Property Tax Rate**
There were no public comments on this item.

II. **Public hearing on and Consider/Discuss/Act on Ordinance NO. 2020-05 – FY2020-2021 Budget**
There were no public comments on this item.

MOTION: Council President Grasley motioned to adopt Ordinance NO. 2020-05 – FY2020-2021 Budget and set the real property tax rate at \$0.33 per \$100.00 of assessed

value and the personal property rate at \$0.875 per \$100.00 of assessed value. Council Member Carter seconded the motion.

Council Member Schofield explained that he would like the conference room tables and chairs, and the Christmas decorations come before the Council for approval. He is concerned that it is hard to justify the purchases during a tough economic time. Council President Grasley disagreed. He does not want the Council to be bogged down on items that are less than \$10,000. A proposal for the conference room table and chairs will be brought before the Council; the Christmas decorations will not.

The motion carried unanimously.

III. Public hearing on and Consider/Discuss/Act on Emergency Ordinance NO. 2020-06 – Small Business Micro Grant Program (\$50,000)

Joseph Cosentini, Town Manager, explained that this funding will come from the unrestricted fund. The only change from the proposal was an increase in the number of full-time employees. Preference will be given to businesses who are owned by Sykesville residents and who have received no other stimulus money.

Bob Betz, resident, commented that he does not believe the Town should give this grant to the businesses. It is not in the Town budget. He also explained that if it does go forward, the exclusion of churches, home based businesses, and others is discriminatory.

Three emailed comments were sent to the Council. There were no other public comments on this item.

MOTION: Council Member Schofield motioned to approve Emergency Ordinance NO. 2020-06 – Small Business Micro Grant Program (\$50,000). Council Member Link seconded the motion.

The motion carried unanimously.

NEW BUSINESS:

I. Discussion of Financial Policies

Mr. Cosentini explained that he has been reviewing the Stabilization Reserve Policy and would like to change it. It was increased from 12% to 20%. He would like it to be a flat number that is 6-months of salaries and benefits for all employees plus a 10% contingency. This would make the figure close to a flat \$1,000,000.

The Capital Reserve Policy was \$250,000, but Mr. Cosentini would like to change it so the fund is tied to the Town's Capital Improvements Plan and set based on the proposed projects and available funding. Mr. Cosentini recommends eliminating the policy linking Capital spending to the real estate taxes.

He also recommends establishing a paving fund due to uncertainty in the Highway User Revenue (HUR) funding in the future. The HUR can also be used for sidewalks.

Council Member Schofield asked for a current and proposed chart so Council can see the differences in funding.

ANNOUNCEMENTS/REPORTS:

- Next Mayor and Town Council Meeting is on Tuesday, May 26, 2020. This will be a Zoom.us meeting.
- We have volunteer opportunities available on the Historic District Commission, SPARC, Police Auxiliary, and Crossing Guard. Email town@sykesville.net for more information about volunteering with the Town.
- Staff Updates
 - o Mr. Cosentini announced that the playgrounds remain closed. There are guidelines from the Department of Natural Resources and the Health Department needs to approve the reopening plan.
 - o Master Plan Citizen Advisory Committee
Mr. Cosentini explained that the Master Plan is still moving forward. He is working on creating a Master Plan Advisory Committee. He will be reaching out to possible participants and will finalize the Committee by May 26.
 - o Treasurer's Report
Craig Weaver, Town Treasurer, presented the Treasurer's Report from March 2020. No guidance has been received yet for the income tax.

MOTION: Council President Grasley motioned to approve the March 2020 Treasurer's Report. Council Member Schofield seconded the motion.

The motion carried unanimously.

- o Public Safety Report
Chief Spaulding presented the Public Safety Report for the period of April 22 through May 4. There was a total of 317 reports including five assist other agencies, three community policing events, 242 patrol checks, and four traffic enforcement initiatives. Chief Spaulding explained that he has phone meetings every other day with the County Emergency Operations Center. There have been a lot of requests for police cars to drive by on children's birthdays. There was one stop sign that was bent and the second one was removed. Chief Spaulding has instructed his officers to be on the lookout for similar incidents.
- Council/Committee Reports
 - o Council Member Keenan announced that there is a Downtown Sykesville Connection meeting on Monday, May 18.
 - o Council President Grasley announced there has been weekly Zoom meetings with the Merchants and Commissioner Rothstein.

- o Mayor Shaw announced he will be holding a Town Hall on Wednesday, May 13 at 7 PM.

MOTION: Council President Grasley motioned and Council Member Schofield seconded to take a five-minute recess at 8:02 P.M.

The motion carried unanimously.

MOTION: Mayor Shaw motioned and Council Member Link seconded to go back into open session at 8:05 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; and (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State.

MOTION: Council President Grasley motioned and Council Member Link seconded to go into closed session at 8:06 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, Town Attorney Dennis Hoover, and Town Clerk Kerry Chaney.

Items discussed were:

- **Personnel** – Special Compensation – Confidential Personal Information
- **Business** – Discussion of lease of Town Owned Property

MOTION: Council President Grasley motioned and Council Member Carter seconded to go back into open session at 9:23 P.M.

The motion carried unanimously.

ADJOURN: There being no further business to come before the Council, Council Member Link motioned and Council Member Keenan seconded to adjourn meeting at 9:24 P.M.

The motion carried unanimously.

Respectfully submitted
Town Clerk Kerry Chaney