

## OFFICIAL MINUTES OF APRIL 9, 2007 REGULAR COUNCIL MEETING NO. 07-07

The regular Council meeting of the Town of Sykesville was held on April 9, 2007. Jonathan Herman, Mayor of the Town of Sykesville, called the meeting to order at 7:00 p.m. in the Council Meeting Room at the Town House. Mayor Herman, led the pledge of allegiance to the flag and a moment of silence.

**PRESENT:** Jonathan Herman Eugene Johnson Jeannie Nichols  
Debby S. Ellis Russell G. Vreeland

**EXCUSED  
ABSENCE:** Mark Rychwalski

**STAFF:** Matthew H. Candland, Town Manager  
John R. Williams, Jr., Chief of Police

**ADDITIONS TO  
THE AGENDA:** Mayor Herman then called for additions to the agenda. Matthew Candland asked that the Carroll County Water Resource Coordination Council be added to the agenda.

### **BUSINESS:**

1. **New Police Officer – Swearing In – Matthew Kurtz** – Chief Williams introduced Matthew Kurtz to the Town Council. He described Mr. Kurtz's stellar resume and college transcripts. Mr. Kurtz then recited the oath of the office of police officer. He was congratulated by all in attendance.
2. **Final List of Candidates for the Three Town Council Seats** – Matthew Candland announced that all seven candidates who were nominated last meeting have accepted their nomination.
3. **Poll and Vote Counting Observers** – Matthew Candland reported back on the Town Council's direction last meeting to look into the issue of poll and vote counting observers. He reported that some jurisdictions allow for observers and other do not. In the interest of making the process as transparent as possible Mr. Candland, in consultation with the Town Attorney, recommended that the Town allow a process whereby Candidates may appoint an observer. He distributed a sample form that would be completed to appoint observers. There was additional discussion.

**MOTION:** Councilmember Vreeland motioned and Jim Kelley seconded to adopt the proposed format for allowing for Poll and Vote Counting Observers.

The motion carried unanimously.

4. **Public Safety Report – Chief Williams** – Chief Williams presented the Public Safety Report. Matthew Candland pointed out that we had recently received correspondence from Carroll County requesting that the Town appoint a

representative to a Task Force that will be formed to study the issue of a proposed County police force.

**MOTION:** Councilmember Nichols motioned and Councilmember Ellis seconded to appoint Chief Williams to this task force.

The motion carried unanimously

Chief Williams also requested that the Town Council adopt the Click It or Ticket It proclamation supporting the Chief's Challenge to encourage the use of safety seat belts. Mayor Herman read the proposed proclamation.

**MOTION:** Councilmember Nichols motioned and Councilmember Kelley seconded to adopt the proclamation.

The motion carried unanimously.

Chief Williams gave a brief update on his progress in implementing the Code Red system and explained the recent training that he, Ron Esworthy, and Matthew Candland received. There was some discussion. Mayor Herman requested that Chief Williams keep Bill Hall, the County's Emergency Management Coordinator, updated. Chief Williams assured him that he would.

5. **Town Treasurer Position – Update** – Matthew Candland reported that the Committee that was formed to interview candidates has completed its interview process. He stated that we have received over 80 applications with many being well qualified. He stated that the committee has narrowed the group of applicants down to two and will discuss the candidates with the Council in closed session.
6. **Gate House Museum Curator Position – Update** – Matthew Candland reported that he and Kari Greenwalt, Museum Director, have completed the interview process. Matthew Candland will discuss his recommendation with the Council in closed session.
7. **FY 2007-2008 Budget Committee – Appointment** – Matthew Candland reported that he has received letters of interest from six applicants who would like to serve on the Committee. A question was asked about who was on the Committee. Matthew Candland reported that it consisted of at least two councilmembers, one representative from each of the Planning Commission and Historic District Commission, the Town Manager, and citizens at large.

**MOTION:** Councilmember Ellis motioned and Councilmember Vreeland seconded to appoint the six applicants to the Budget Committee. The six applicants include: Chris Hartlove, Richard Doxzen, Jason Plummer, Ian Shaw, Rose Topper, and Dick Buczek.

The motion carried unanimously.

Mayor Herman than asked for volunteers from the Council to serve on the committee. Mark Rychwalski and Russ Vreeland volunteered.

**MOTION:** Councilmember Ellis motioned and Councilmember Vreeland seconded to appoint Councilmembers Rychwalski and Vreeland to the Budget Committee.

The motion carried unanimously.

8. **Budget Background Information Presentation** – Matthew Candland indicated that he would be doing this presentation next meeting. There was some discussion regarding the Budget process.

9. **Howard County Property – Planning Charrette** – Matthew Candland reminded that Town Council and public that the Charrette has been scheduled for Saturday, May 5, 2007 from 9 a.m. – 5 p.m. He further reported that invitations would be sent out to each and every household in the Town next week. Mayor Herman reported that the Town has identified a facilitator for the Charrette. Sean Davis of Morris Ritchie Associates has volunteered his time, free of charge, to serve as the facilitator. Mayor Herman reported that this will save the Town approximately \$10,000 to \$15,000. The Town will be able to put this toward its contribution of in kind services for the project. Mayor Herman reiterated that it was not the intention to use Town taxpayer dollars for this project but to use the same model that was used for the renovation of the Train Station and the Schoolhouse. This model included identifying donations of money and services from private individuals and businesses.

10. **Carroll County Resource Coordination Council** – Matthew Candland reported that Carroll County has requested that each municipality adopt a non-binding resolution creating the Resource Coordination Council.

**MOTION:** Councilmember Nichols motioned and Councilmember Ellis seconded to adopt the non-binding resolution creating the Coordination Council.

Motion carried unanimously.

**MOTION:** Councilmember Ellis motioned and Councilmember Vreeland seconded to approve the March 12, 2007 minutes.

The motion carried unanimously

**MOTION:** Councilmember Ellis motioned and Councilmember Johnson seconded to approve the March 26, 2007 minutes.

The motion carried unanimously.

**MOTION TO:  
RECESS** Councilmember Nichols motioned and Councilmember Johnson seconded to take a brief recess prior to going into closed session at 8:02 p.m.

The motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Councilmember Johnson motioned and Councilmember Ellis seconded to close the session at 8:10 p.m.

The motion carried unanimously.

Those in attendance were: Mayor Herman, Councilmembers Ellis, Vreeland, Johnson, Kelley, Nichols, and Rychwalski (who arrived at the beginning of closed session), Matthew Candland, Chief Williams, and Dennis Hoover.

Items discussed were:

**Legal** – legal question regarding a former employee – no action  
Legal question regarding the Armiger Case – no action

**Personnel** – Discussion of the salaries for specific employees – no action

**Warfield Complex** – discussed ongoing negotiations with proposed master developer – no action

**Town Treasurer Candidates** – following the discussion in closed session. Town Council gave direction to the Town Manager to make an employment offer to a specific candidate.

**Gate House Museum Curator Candidates** – following discussion in closed session, action taken in open session.

**Parking Lot Property Acquisition** – discussed ongoing negotiations with property owners for the acquisition of real property for a parking lot – no action.

**REOPEN SESSION**

**MOTION:** Councilmember Ellis motioned and Councilmember Nichols seconded to reopen the meeting at 9:35 p.m.

The motion carried unanimously.

**MOTION:** Councilmember Johnson motioned and Councilmember Vreeland seconded to approve Mayor Herman's appointment of Erol Smith as the new Museum Curator at an hourly rate of \$9.50 per hour.

The motion carried unanimously.

**ADJOURNMENT:** There being no further business to come before the Council, Councilmember Nichols motioned and Councilmember Ellis seconded to adjourn at 9:37 p.m.

The motion carried unanimously.