

**The Mayor and Commissioners  
of the Town of Elkton**

August 18, 2021

As part of The Town of Elkton's response to COVID-19, and in order to limit public gatherings during this time, the Mayor and Commissioners of the Town of Elkton (the "Board") conducted a hybrid virtual meeting on this date at 6:00 p.m. The following persons participated in this meeting: Mayor Robert J. Alt; Commissioners Jean A. Broomell, Robert M. Massimiano and Earl M. Piner, Sr.; Town Administrator Lewis H. George, Jr.; Finance Director Steven H. Repole, CPA; Chief of Police Carolyn Rogers; Director of Public Works J. Daniel Handley, P.E.; Director of Planning Jeanne D. Minner; Assistant Town Administrator L. Michelle Henson; and Town Attorney John P. Downs, Esquire. Commissioner Charles H. Givens, Sr. was excused from the meeting.

Mayor Alt called the meeting to order at 6:00 p.m. and lead the participants in the Pledge of Allegiance.

Mayor Alt announced that Commissioner Givens will not be in attendance, as he is visiting his family.

**ACTION:** The minutes of the August 4, 2021 hybrid virtual meeting were approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present with no corrections or amendments.

**ACTION:** The financial report and the bills submitted for payment were approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt stated the Town received the first payment of American Rescue Plan Act (ARPA) funds in the amount of \$7,695,861. He stated the funds were distributed by the State of Maryland and were deposited into the General Fund under a special account to facilitate auditing and accountability purposes.

**Budget Amendment 2021-4**

Mr. Repole presented Budget Amendment 2021-4 to recognize the receipt of \$96,304 in State Grant Funds and additional Zoning and Subdivision fees and their funding of additional engineering costs.

**ACTION:** Budget Amendment 2021-4 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Piner and approved by all present.

**Budget Amendment 2021-5**

Mr. Repole presented Budget Amendment 2021-5 to recognize the receipt of \$37,193 for the Elkton Downtown Façade Grant and additional required funding for Community promotions expenditures.

**ACTION:** Budget Amendment 2021-5 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

**Budget Amendment 2021-6**

Mr. Repole presented Budget Amendment 2021-6 to amend the original Budget by \$90,326 for increased Contracted Services and Landfill Fees for waste removal.

**ACTION:** Budget Amendment 2021-6 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

**Public Hearing**

Annexation A1-2021 Ayars Property - Presented for Adoption

Evan Rollins, Esquire, representing Preston and Laetitia Ayars, owners of property located in the Third Election District, Cecil County, Maryland, and identified on Cecil County Tax Map 027B (formerly Tax Map 303), Parcels 58, 807 and 2483 consisting of approximately 56.1806 acres with improvements erected thereon, and further described in the Cecil County Land Records in Liber WAS 469, Folio 493, Liber WAS 265, Folio 237 and Liber 265, Folio 233

Mayor Alt declared the Public Hearing open at 6:07 p.m.

Ms. Jeanne Minner, Planning Director, stated the Town's Planning Commission recommended approval of Annexation A1-2021. A copy of the Planning Commission's recommendation was read and placed in the record of the minutes.

Mr. Evan Rollins, Esquire introduced himself to the Board. He stated the purpose of his appearance is to present Annexation A1-2021 for the Board's approval. He stated that the property is currently zoned High Density Residential (RM) and added that if annexed, it will be designated Highway Commercial (C-3). He stated the County Council will consider the requested zoning change in September.

Mr. Rollins stated he understands that the Town will not provide water and sewer for a high density residential development on this parcel.

Mayor Alt queried those in attendance for comments. Hearing none, Mayor Alt queried the Board for comments. Hearing none, Mayor Alt declared the Public Hearing closed at 6:10 p.m.

Mayor Alt, noting the issues regarding the requested change in zoning of the parcel, asked Town Attorney John Downs, Esquire and Planning Director Ms. Jeanne Minner if Annexation A1-

2021 could be approved contingent upon County Council's approval of the requested change in zoning designation. Mr. Downs and Ms. Minner replied in the affirmative.

**ACTION:** Annexation A1-2021 Ayars Property was approved, contingent upon Cecil County Council's approval of the requested change in zoning designation from Cecil County High Density Residential (RM) to Town of Elkton Highway Commercial (C-3), on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

#### **Elkton Alliance**

##### **Request for Road Closure - Downtown Car Show August 26, 2021**

Ms. Jessica Price, Elkton Alliance Executive Director, introduced herself to the Board. She stated the purpose of her appearance is to request a road closure for a Downtown Car Show on August 26th. She stated the show was recently added to the car show schedule, adding that she coordinated the request with Elkton Police Department Lt. Waldrige, who advised her to present the request to the Board.

**ACTION:** The requested road closure to accommodate the Downtown Car Show on August 26th was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

#### **Town Administrator's Report**

##### **Elkton Alliance Request for Waiver of Alcohol Prohibition Downtown Car Show Event August 26, 2021**

Mr. George presented a request from the Elkton Alliance for a Waiver of Alcohol Prohibition for the Downtown Car Show Event on August 26, 2021.

**ACTION:** The request for a Waiver of Alcohol Prohibition for the Downtown Car Show Event on August 26, 2021 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

#### **South Street Extension Concept Plan**

Mr. George, referring to the Board's previous discussions regarding extension of South Street from East High Street to the Neighborhood Community Center, stated he received a proposal in the amount of \$12,000 from KCI Technologies for a concept plan and survey of the area. He stated the Town will need to acquire approximately 16 properties adjacent to the proposed extension.

**ACTION:** The South Street Extension Concept Plan proposal was approved on a motion made by Commissioner Pier. The motion was seconded by Commissioner Massimiano and approved by all present.

**Discussion - Southfields Proposed Wetlands Mitigation Project**

Hatchery Pond - J. Evans McKinney Commemorative Park

Geo-Technology Associates representing Stonewall Development

Messrs. Jeff Ratnow, Andy Stansfield and Ryan Humphrey, representing Stonewall Development on behalf of Geo-Technology Associates, introduced themselves to the Board.

Mr. Ratnow stated the purpose of their appearance is to discuss the Southfields project and resultant wetland disturbance, and mitigation of that disturbance by initiating a wetlands project on Town-owned property identified as J. Evans McKinney Park.

Mr. Ratnow stated that the former hatchery areas within McKinney Park present a viable location to create a wetland area.

Discussion ensued regarding processes associated with regulatory agencies including the U.S. Army Corps of Engineers (USACE) and Maryland Department of the Environment (MDE).

Mr. Ratnow stated the project, if approved, will include plantings suitable for wetlands and observation areas providing enhanced accessibility for citizens.

Mr. Ratnow stated if the project is approved by the Board the area will require designation as a mitigation site. He stated that Geo-Technology Associates will follow all Federal, State and Town regulations pertaining to the site, adding that a conservation easement will be initiated in order to protect the site in perpetuity.

Mr. Ratnow stated the project will occur in phases, concurrent with the phases of the Southfields project and as areas of wetlands disturbance are identified.

Discussion ensued regarding the concept plan. Mayor Alt questioned if boardwalks and an observation deck will be constructed for observation. Mr. Humphrey answered in the affirmative.

Mayor Alt expressed his concern that the project could hinder rather than enhance recreational use of McKinney Park.

Ms. Minner questioned if the boardwalks would be located within 100 feet of a perennial stream. She additionally questioned if the Town would be asked to waive regulations regarding placement of structures within the required 100-foot setback from perennial streams. Mr. Ratnow answered in the negative, adding that his group is not asking for any waivers of zoning regulations.

Mr. Ratnow stated the Board's approval to initiate the project will permit his group to initiate surveys and topographical studies in order to determine if the project is feasible. He stated his request for a right of entry agreement to access and evaluate the property.

Discussion ensued regarding the planned activity, including removal of existing berms to expand the wetland area.

Commissioner Massimiano noted that the area is currently dry and questioned where the water will come from to create the wetlands. Mr. Standsfield answered water will be drawn from underground.

Commissioner Broomell questioned if construction of the boardwalks is guaranteed. Mr. Humphrey stated an agreement will be drawn that calls out expectations of all parties.

Mayor Alt questioned if this type of project and resultant activity fall within the original declarations that created McKinney Park. Mr. Downs answered in the affirmative, stating the area is limited to recreational use. He stated the proposed project expands the recreational use of the property.

Mayor Alt requested a consensus from the Board to enter into a Memorandum of Understanding regarding investigation to determine if the hatchery area of J. Evans McKinney Park is suitable for the wetlands mitigation project. It was the consensus of the Board to enter into the Memorandum of Understanding.

### **Mayor Alt's Report**

Mayor Alt stated he recently met with representatives of CLENE, Inc. at their new site at the Upper Chesapeake Corporate Center. He stated the company is moving forward with renovations to the site, adding that this is a great employment opportunity for Elkton.

Mayor Alt reported that Highland Warren just opened its distribution facility at Upper Chesapeake Corporate Center, adding that Terumo and Northrup Grumman are also hiring.

### **Commissioner Broomell's Report**

Commissioner Broomell thanked Department of Public Works staff for cleaning of the Walter Baker Bridge. Mayor Alt added his appreciation for crews working to repaint curbs and streets in town.

Commissioner Broomell stated the Town's Planning Commission members expressed concern regarding area roadways leading into and out of town, and questioned if the State Highway Administration discontinued the program in which local businesses sponsored a traffic island with planting and maintenance.

Commissioner Broomell stated she recently visited the Tunnel to Tower commemoration of September 11, 2021 at the North East Library, stating the exhibit is quite moving.

### **Public Comment**

Ms. Meredith Boas, representing Grunge Muffin Designs, expressed concerns regarding a recent call to Town Hall about a downed tree limb and a sofa that had been left near the limb. Discussion ensued regarding improved communication between Town staff and citizens.

Mayor Alt thanked Ms. Boas for her comments, stating citizen input is important to the Board and Town staff.

Discussion ensued regarding Main Street residential landlords who do not issue trash receptacles to tenants.

Discussion continued regarding increased overnight dumping of household trash throughout town.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 7:01 p.m.

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L. Michelle Henson  
Assistant Town Administrator

A VIDEO RECORDING OF THIS MEETING RETAINED AT THE ADMINISTRATION  
OFFICE

Note: The minutes of regularly scheduled public meetings conducted by the Mayor and Commissioners of the Town of Elkton, following their approval, are posted at [www.elkton.org](http://www.elkton.org). The minutes, in hard copy format, are retained indefinitely by the Town of Elkton, Administration Office, 100 Railroad Avenue, Elkton, Maryland 21921.