

The Mayor and Commissioners of the Town of Elkton

February 2, 2022

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 12:00 p.m. The following persons participated in this meeting: Mayor Robert J. Alt; Commissioners Jean A. Broomell, Charles H. Givens, Sr., Robert M. Massimiano and Earl M. Piner, Sr.; Town Administrator Lewis H. George, Jr.; Finance Director Steven H. Repole, CPA; Assistant Finance Director A. Beth Moran; Chief of Police Carolyn Rogers; Director of Planning Jeanne D. Minner; Planning Assistant Nick Cannistraci; Director of Zoning Charles A. Bromwell; Director of Public Works J. Daniel Handley, P.E.; Director of Human Resources Andy Rodriguez; Human Resources Specialist Renee McCormick; Director of Parks & Recreation Mary C. Magaw; Assistant Town Administrator L. Michelle Henson; and Town Attorney John P. Downs, Esquire.

Mayor Alt called the meeting to order at 12:00 p.m. and lead the participants in the Pledge of Allegiance.

Mayor Alt recognized Cecil County Councilman William Coutz in attendance.

ACTION: The minutes of the January 19, 2022 hybrid virtual meeting were approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano 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 Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

Administration of Oath of Office

Elkton Police Officer Jeffrey Chandler

Elkton Police Officer Justin Farren

Chief Rogers introduced Elkton Police Officers Jeffrey Chandler and Justin Farren to the Board, after which Mayor Alt administered the Oath of Office.

Town Administrator's Report

Mr. George announced that the Invitation to Bid was advertised for Project 2021-001 Well House No. 4, adding that plans and specifications were available for prospective bidders.

Mr. George stated KCI Technologies prepared a boundary map of the Town in order to define the area identified in the upcoming Tax Increment Financing (TIF) Resolution. Mr. George

stated that the TIF Resolution will be prepared upon receipt of property assessment information from the State Department of Assessments and Taxation.

Mayor Alt's Report

Mayor Alt announced the cancellation of the June 15th Mayor & Commissioners meeting due to the 2022 Maryland Municipal League (MML) Summer Convention, which was scheduled for June 12-15, 2022. He stated the Board will meet on June 1st and 8th.

Mayor Alt queried Chief Rogers regarding staffing shortages in the Police Department. Chief Rogers stated the Police Department is short 7 Officers.

Discussion ensued regarding recruitment and retention of Officers, including a revised wage scale. Mayor Alt questioned if the Town could utilize funds from its allotment of American Rescue Plan Act (ARPA) for Officers' salaries. Mr. George answered in the affirmative.

Mayor Alt expressed support for the revised wage scale for Police Officers, stating the Town must remain competitive with other law enforcement agencies. Mayor Alt requested the Board's approval to implement the revised wage scale.

Commissioner Broomell requested a projection of the short- and long-term financial impacts of the revised wage scale.

Chief Rogers advised the Board that there are 11 Police Officers who are eligible to retire. She expressed her goal of a full complement of Officers in order to maintain continuity as senior Officers leave the force.

Mr. George advised the Board that the Town will receive approximately \$14 million in ARPA funding, adding that \$10 million can be utilized for Government Services, with the balance being used for water and sewer infrastructure.

Commissioner Givens requested a copy of the revised wage scale. Chief Rogers distributed the revised wage scale to the Board.

Commissioner Massimiano expressed support for the revised wage scale, adding his concern regarding long-term funding.

Mr. Rodriguez stated the revised wage scale is a reasonable proposal.

Mr. George stated that the Southfields development will result in a large amount of growth in the Town, resulting in the need for additional Officers.

Mayor Alt reiterated his request for the Board's approval of the revised wage scale.

ACTION: The revised wage scale for sworn Officers of the Elkton Police Department was approved on a motion made by Commissioner Broomell. The motion was seconded by Commissioner Massimiano and approved by all present.

Mayor Alt's Report

Mayor Alt stated the Board received a report from Singerly Fire Company outlining areas in which the fire company has realized revenue shortfalls. Mayor Alt reiterated his support for financial assistance for Singerly Fire Company.

Mayor Alt queried Mr. Downs for his opinion regarding ARPA-based financial support vs. equipment purchases for Singerly Fire Company. Mr. Downs noted that Singerly Fire Company is not a department within the Town's jurisdiction, which presents as-yet unanswered questions regarding provision of financial support by the Town. Mr. Downs stated he is awaiting procedural clarification from the U.S. Treasury Department prior to advising the Board.

Councilman Coutz offered to share guidelines that Cecil County Government followed in order to assist a fire company with the purchase of an ambulance. Mayor Alt thanked Councilman Coutz for his assistance.

Commissioner Massimiano's Report

Commissioner Massimiano reminded the Board of the Annual Comedy Roast, scheduled for February 26th at the Elkton VFW.

Commissioner Massimiano reminded the Board of the Annual Fishing Rodeo, scheduled for May, 2022.

Commissioner Massimiano stated he was working with an Eagle Scout candidate who is planning construction of benches at Howards Pond.

Commissioner Broomell's Report

Commissioner Broomell requested enforcement of the 4-way Stop located at the intersection of North and High Streets. Commissioner Broomell also requested restriping of the intersection, specifically the southbound lane of North Street.

Commissioner Broomell requested an update regarding a recent query regarding illegal activity in a local neighborhood. Chief Rogers stated the Police Department is aware of the situation. She stated the Department has a dedicated Officer for this neighborhood who actively investigating.

Public Comment

Ms. Ashley Booher, owner of Off the Ivy Salon, stated she is renovating her building to accommodate banquet facilities. She requested maintenance of the Howard Street Municipal Lot, which is located behind her property.

Mayor Alt congratulated Ms. Booher on her business' success, and directed the Department of Public Works to initiate maintenance of the Howard Street Municipal Lot.

Hearing no additional business to come before the Board, Commissioner Givens adjourned the meeting at 12:54 p.m.

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. The minutes, in hard copy format, are retained indefinitely by the Town of Elkton, Administration Office, 100 Railroad Avenue, Elkton, Maryland 21921.