

## The Mayor and Commissioners of the Town of Elkton

November 3, 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 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; Chief of Police Carolyn Rogers; Director of Planning Jeanne D. Minner; Building & Zoning Director Charles A. Bromwell; Director of Public Works J. Daniel Handley, P.E.; Human Resources Specialist Renee McCormick; Planning Assistant Nick Cannistraci; 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.

**ACTION:** The minutes of the October 20, 2021 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 Massimiano. The motion was seconded by Commissioner Givens and approved by all present.

### **Administration of Oath of Office**

Chief Carolyn Rogers introduced Elkton's newest Police Officers Charles Lowery and Zachary Strong. Mayor Alt administered the Oath of Office to the Officers, welcoming them to Elkton.

### **Discussion - Flood Issues**

Ms. Mary Jasinski Caldwell introduced herself to the Board, stating the purpose of her appearance was to present a study conducted by her daughter, Anna Caldwell, regarding flooding issues in Elkton. A copy of Ms. Caldwell's study was reviewed and placed in the record of the minutes.

Mayor Alt thanked Ms. Caldwell for the presentation, and asked the Board to consider creation of a committee to investigate flooding issues. Ms. Caldwell stated she would participate on a committee to investigate flooding issues in Elkton.

Commissioner Piner commended Ms. Caldwell regarding the presentation, stating he appreciated the detail involved.

Commissioner Broomell echoed Commissioner Piner's comments.

**Discussion - Southfields Update - Ray Jackson - Stonewall Capital**

Mr. Ray Jackson of Stonewall Capital introduced himself to the Board. He stated the purpose of his appearance was to provide an update regarding the Southfields Planned Unit Development (PUD).

Mr. Jackson, referring to Ms. Caldwell's presentation, volunteered to support efforts that the Town would initiate to address flooding issues, and suggested that the Town consider the services of GreenVest, a company that specializes in stormwater management practices. Mr. Jackson noted that Stonewall Capital and GreenVest had partnered in creation of the planned wetlands project at J. Evans McKinney Commemorative Park.

Mr. Jackson introduced the following participants to the Board: Messrs. Ryan Humphrey and Jeff Ratnow, Stonewall Capital, Mr. Sean Davis and Ms. Amy Dipietro, Morris & Ritchie Associates (MRA), Mr. Nick Driban, Lenhart Traffic, Messrs. Mike Brown and John Kampes, Sideline Properties, and Messrs. Chandler Dennison and Paul Zaneki, GreenVest and Mr. Tim Hartman, D.R. Horton.

Mr. Jackson provided a Power Point Presentation of the development activity associated with the Southfields PUD. A copy of the presentation was placed in the record of the minutes.

Mr. Jackson stated Stonewall Capital initiated strategic partnerships with national developers including Trammel Crowe for construction of the industrial site and D.R. Horton for development of a portion of the residential areas. He added that Burkentine Builders will develop and manage the apartment and townhome units.

Mr. Jackson stated the industrial site, upon completion, is anticipated to create hundreds of jobs.

Mr. Jackson stated representatives of Stonewall Capital, Ms. Minner and KCI attend weekly progress meetings.

Mr. Jackson stated MRA is designing the PUD infrastructure, including roads and water tower.

Mr. Jackson expressed his desire that the newly created Special Taxing District will be implemented in the first quarter of 2022, which will enable initiation of the financing bonds.

Mr. Brown stated the sports area has been reconfigured to decrease impervious surfaces by 60%. He stated an open-air building has been added to the center of the park in order to provide centralized, indoor seating and other uses.

Commissioner Givens expressed support for the reconfiguration of the sports area.

Mr. Brown stated the goal of the sports area is to provide a facility for corporate events as well as youth and Town-sponsored sports.

Mr. Jackson stated his goal of attracting a branded hotel and restaurants to the commercial and retail parcels, adding that he has plans for construction of a medical office building.

Mr. Jackson advised the Board that he recently purchased the Patriots Glen Golf Course, adding that Mr. Brown will manage the facility.

Mr. Lenhart provided an overview of the required traffic impact studies, stating that data includes this PUD as well as anticipated impacts from future development.

Mayor Alt questioned if additional traffic signals will be required. Mr. Lenhart answered in the affirmative.

Discussion ensued regarding anticipated additions of travel lanes to the intersection of Routes 40 and 213.

Ms. DiPietro provided an overview of stormwater management (SWM). She stated stormwater is held in and slowly released from ponds in order to improve the quality of the water leaving the site. She stated the goal of the SWM facility to improve the quality of stormwater runoff from the PUD to the level of stormwater found in a natural environment, such as a wooded area.

Mayor Alt stated that he is aware of citizen concerns of increased stormwater runoff from the site. Ms. DiPietro stated existing issues associated with stormwater will remain, adding that the swm facilities for the Southfields will control swm flows from the PUD.

Mr. Davis stated he is working with the Town regarding requirements for recreation space associated with the high density residential areas.

Mr. Ryan stated the bonds associated with the Special Taxing District will fund infrastructure including water and sewer and offsite road improvements.

Mr. Ryan requested phasing of the Public Works Agreements (PWA's) associated with the PUD.

Mr. Zaneki provided an overview of wetlands impact and mitigation associated with the PUD. He stated GreenVest specializes in stream restoration, adding that he would assist the Town with flooding issues discussed by Ms. Caldwell.

Mr. Hartman provided an overview of the single family homes planned for the PUD.

Commissioners Broomell and Massimiano thanked everyone for attending the meeting, stating it was very informative.

### **Discussion - Elkton Alliance - Request for Overhead Lighting - Main Street**

Mr. Brad Carrillo, Chairman of the Elkton Alliance Board of Directors, and Board members Mses. Sandy Edwards, Beckie McMahan, Mr. Mike Brown and Executive Director Ms. Jessica Price introduced themselves to the Board.

Mr. Carrillo stated the purpose of their appearance was to request the Board's approval of placement of poles in the sidewalks of the Downtown area to accommodate overhead lighting. He stated the poles and lighting, which Alliance would fund, would be installed from Bow Street to the Arts Council at 135 East Main Street.

Mayor Alt stated that Mr. Handley, Director of the Department of Public Works (DPW) expressed concerns regarding the poles, noting that the structures would have to be placed deep enough to withstand winds. Mr. Carrillo stated the poles will be removable, adding the plan to use them for hanging banners to advertise community events.

Discussion ensued regarding provision of electricity to the poles and potential use of buildings from which to string the lights.

Mayor Alt asked the Alliance to meet with Mr. Handley to address his concerns. Commissioner Massimiano expressed his desire to attend the meeting.

Commissioner Broomell requested that the Alliance provide periodic activity updates to the Board.

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

#### **Proclamation P33-2021 Municipal Government Works Month**

Mr. George presented Proclamation P33-2021 Municipal Government Works Month for approval. A copy of Proclamation P33-2021 was read and placed in the record of the minutes.

**ACTION:** Proclamation P33-2021 Municipal Government Works month was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Broomell and approved by all present.

#### **Request for Waiver of Prohibition of Alcohol**

##### **December 5, 2021 for Mayor & Commissioners Gala - 121 Stockton Street**

Mr. George presented a request for Waiver of Prohibition of Alcohol for the Mayor & Commissioners 2021 Gala on December 5, 2021 at the Neighborhood Community Center, 121 Stockton Street.

**ACTION:** The request for a Waiver of Alcohol Prohibition for the Mayor & Commissioners 2021 Gala on December 5, 2021 was approved on a motion made by

Commissioner Massimiano. The motion was seconded by Commissioner Givens and approved by all present.

**Elkton Water Treatment Plant – UV Upgrade  
Inframark Work Authorization \$537,976 ARPA Funding**

Mr. George presented a work authorization request from Inframark, the Town's contracted operator for Water and Wastewater Treatment Operations, for UV filters and installation at the Town's Water Treatment Plant. He stated the filters will enhance the treatment process for improved finished water.

Mr. George stated the \$537,976 expense will be paid with funds from the American Rescue Plan Act (ARPA).

**ACTION:** The Inframark UV Upgrade work authorization in the amount of \$537,976 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

**Mayor Alt's Report**

Mayor Alt thanked Chief Rogers for the recent "Coffee with the Chief". He stated the meeting, which Commissioner Massimiano also attended, provided the opportunity to discuss several issues.

Mayor Alt stated he discussed recruitment efforts for the Elkton Police Department (EPD). Mayor Alt asked Chief Rogers to assist in creation of an updated pay scale, stating one of the issues in obtaining Police Officers is the current starting salary.

Mayor Alt announced the annual Holiday Decorating Contest, asking the Board to consider December 17th as the deadline for entries, and announcement of winners on December 20th. It was the consensus of the Board to initiate the contest with December 17th deadline for entries and announcement of winners on December 20th.

Mayor Alt stated the recent Halloween Parade was a success. He suggested partnering with other scheduled events to increase participation all around.

Mayor Alt stated he attended the reopening of the Planet Fitness in the Big Elk Mall. He stated he entered and won the raffle for a 55-inch television, which donated to the Neighborhood Community Center.

Mayor Alt, referring to a recent presentation from Artesian Water regarding requested water service interconnections to specific locations within Town, asked the Board to provide feedback to Mr. George. He also asked for the Board's feedback regarding the Town's participation in a service line repair program from Artesian.

Mayor Alt wished Mr. Downs a belated birthday.

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

Commissioner Broomell stated she is receiving positive feedback regarding DPW employee Jim Vanzile, who is assigned to the Downtown area.

Commissioner Broomell requested maintenance of the sidewalk bricks adjacent to the Elkton Alliance.

### **Commissioner Givens' Report**

Commissioner Givens stated he recently visited the environmental testing site at 205 Booth Street. He stated DPW staff was onsite to assist the contractor, and noted that the employees spoke highly of Mr. Handley.

### **Commissioner Piner's Report**

Commissioner Piner, noting that the Town provides employees with paid holidays on Christmas Eve and Christmas Day, requested that employees be provided an additional holiday on December 23, 2021.

**ACTION:** The request to provide Town employees with an additional holiday on December 23, 2021 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

Mayor Alt asked Ms. McCormick to provide a Town Holiday schedule to the Board.

### **Commissioner Massimiano's Report**

Commissioner Massimiano stated today's meeting was very informative.

### **Public Comment**

Ms. Price thanked Chief Rogers and Mr. Handley for assistance with Alliance events.

Ms. Price reiterated Commissioner Broomell's positive comments regarding Mr. Vanzile.

Mayor Alt asked the Board to consider previously-discussed "Downtown ambassadors" to assist with Alliance events.

Commissioner Massimiano concurred with Mayor Alt's statement.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 3:03 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.