

The Mayor and Commissioners of the Town of Elkton

MINUTES

January 12, 2022

In 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 workshop meeting on this date at 12:00 p.m. The following persons participated in person or via computer and/or telephone: 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.; Steven H. Repole, CPA; Director of Planning Jeanne D. Minner; Director of Building and Zoning Charles A. Bromwell; Director of Human Resources Andy Rodriguez; Human Resources Specialist Renee McCormick; Chief of Police Carolyn Rogers; Assistant Town Administrator L. Michelle Henson; and Town Attorney John P. Downs, Esquire.

Mayor Alt called the workshop meeting to order at 12:00 p.m.

Discussion - Tax Increment Financing

Mr. Christopher Sheehan, Managing Director of Public Finance for Mesirow Financial Holdings, and Ms. Kimberly Min, Esquire, representing Whiteford, Taylor and Preston, were introduced to the Board.

Mr. Sheehan stated the purpose of his appearance was to provide an overview of establishment and utilization of funds related to a Tax Increment Financing (TIF) District. Mr. Sheehan provided a Power Point presentation, a copy of which was placed in the record of the minutes.

Mr. Sheehan stated a TIF District can be established in a specific area or town-wide. He stated creation of a TIF District provides funding projections based upon increased revenue as development occurs in the area. Mr. Sheehan noted that TIF is a tool which can be used to fund public improvements, such as infrastructure.

Ms. Min stated that boundaries will be delineated in order to define the TIF area.

Commissioner Piner questioned if TIF must be used within a specific timeframe. Ms. Min stated that once TIF associated bonds are issued projects should generally be completed within 3 years.

Mr. George asked Ms. Min to provide a template upon which to base the Town's TIF Ordinance.

Discussion - Mural Commemorating Life of Bernard Purdie

Ms. Jessica Price, Executive Director, Elkton Alliance, introduced herself to the Board. She stated the purpose of her appearance was to discuss a proposed mural commemorating Elkton

native Mr. Bernard Purdie's professional drumming career. She requested placement of the mural on an interior wall of the Neighborhood Community Center (NCC). It was the consensus of the Board to support placement of the commemorative mural on an interior wall of the NCC.

Mayor Alt stated his desire to share his and the Board's vision for the Town's future and expectations regarding staff.

Mayor Alt stated that the Board is tasked with responsible stewardship of Town assets, adding his expectation that staff provides high level of respect and customer service to Town residents.

Mr. Handley provided an overview of services provided by the Department of Public Works (DPW). He stated the Town is physically comprised of 8 square miles, however, underground infrastructure includes 75.8 miles of water line, 68 miles of sewer line and 1900 catch basins.

Mayor Alt, referring to the Town's water meter replacement project, expressed concerns that it all meters have not yet been installed. Mayor Alt directed DPW to complete installation of all water meters.

Mayor Alt expressed his desire to identify and address all areas of potential unaccounted water during the Town's annual Water Audit.

Mayor Alt expressed his desire for the completion of Marina Park improvements.

Ms. Minner presented a list of capital improvement projects, a copy of which was placed in the record of the minutes.

Mayor Alt stated Ms. Minner is applying for grant funding to support a flood mitigation study for the Big Elk Creek. Ms. Minner stated the study will encompass stormwater management, flood control and bulkhead stabilization from Farr Creek to Route 40.

Mayor Alt noted that the study will be completed prior to formation of a Flood Mitigation Committee.

Discussion ensued regarding the Board's ongoing request for a pedestrian bridge adjacent to the Delaware Avenue Bridge.

Discussion ensued regarding an inspection program for rental properties. Mayor Alt, noting staff limitations, questioned if an outside entity could provide inspection services. Mr. Bromwell answered in the affirmative.

Discussion ensued regarding initiation of an Ordinance regarding inspection of rental properties, and issues associated with Code Enforcement support from the Court system.

Mayor Alt noted that the current waiver of Major Facilities Fees associated with residential development will expire in May, 2022.

Mayor Alt stated he discussed a wage study for sworn Police personnel.

Mayor Alt requested initiation of a formal employee evaluation program.

Mayor Alt questioned if the Armory is ready for public use. Mr. George answered in the negative, stating many repairs must be made prior to public use.

Mayor Alt asked the Board to review members of current Town Boards and Committees.

Mayor Alt expressed his desire to enhance surveillance cameras throughout town.

Mayor Alt reiterated his desire to utilize American Rescue Plan Act funds (ARPA) to provide financial assistance to Singler Fire for acquisition of equipment.

Discussion - July 4, 2022 Fireworks

Mr. John Sagaria, President, Fireworks Extravaganza, introduced himself to the Board. He stated the purpose of his appearance was to discuss the July 4, 2022 Fireworks event.

Discussion ensued regarding the 2021 relocation of the fireworks launch site to Meadow Park.

Discussion continued regarding closure of Meadow Park to accommodate the event. Stating that the event involves shells up to 6-inches in diameter, Mr. Sagaria noted that a perimeter of 70 feet per 1-inch of shell is required to ensure spectator safety, adding that Meadow Park provided ample room in 2021.

Chief Rogers expressed support for closure of Meadow Park for the event.

Discussion ensued regarding increases in manufacturing costs for fireworks. Mr. Sagaria stated the approximate cost of the July 4, 2022 Fireworks event is \$16,500. Mayor Alt requested an exact figure.

Mayor Alt stated the Elkton Little League benefited from the Meadow Park location, as spectators visited the concession stand adjacent to the ballfield during the event.

Mayor Alt queried the Board for a consensus regarding use of Meadow Park for the July 4, 2022 Fireworks event. It was the consensus of the Board to use Meadow Park for the July 4, 2022 Fireworks event.

Hearing no additional comments or questions, Mayor Alt adjourned the virtual workshop meeting at 2:38 p.m.

L. Michelle Henson
Assistant Town Administrator

A VIDEO RECORDING OF THIS MEETING RETAINED AT THE ADMINISTRATION
OFFICE