

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

March 1, 2023

The Mayor & Commissioners of the Town of Elkton (the "Board") held a regularly scheduled meeting on this date at 12:00 p.m. The following persons attended the meeting either in person or virtually: 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.; Director of Finance Steven H. Repole, CPA; Chief of Police Carolyn Rogers; Director of Planning Jeanne D. Minner; Planning Assistant Quinn Krenzel; Director of Human Resources Andy Rodriguez; Director of Building & Zoning Charles A. Bromwell; Director of Public Works J. Daniel Handley, P.E.; 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 February 15, 2023 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.

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 Piner and approved by all present.

Petition for De-Annexation and De-Annexation Resolution D1-2023

On behalf of Mr. Frederick Rau, III and Ms. Diane Rau, owners of property located in the Third Election District, Cecil County, Maryland, and identified on Cecil County Tax Map 027I, Parcel 1093, consisting of approximately .916 acres with improvements erected thereon, addressed as 305 Delancy Road, and further described in the Cecil County Land Records in Liber 00196, Folio 00605 - Presented for Introduction

Petition for De-Annexation and De-Annexation Resolution D2-2023

On behalf of Ms. Joyce Lennon and Ms. Laura Walker, owners of property located in the Third Election District, Cecil County, Maryland, and identified on Cecil County Tax Map 027I, Parcel 661, consisting of approximately .3674 acres with improvements erected thereon, addressed as 303 Delancy Road, and further described in the Cecil County Land Records in Liber 05153, Folio 00280 - Presented for Introduction

Mr. George presented the above referenced Petitions for De-Annexation and accompanying De-Annexation Resolutions D1-2023 and D2-2023 for introduction. He stated the properties were originally part of a larger area annexed several years ago for development, which did not come to fruition. He added that the property owners had paid Real Property taxes for several years without receiving Town services such as water and sewer.

ACTION: The Petition for De-Annexation and accompanying De-Annexation Resolution D1-2023 was accepted for introduction on a motion made by Commissioner Broomell. The motion was seconded by Commissioner Piner and approved by all present.

ACTION: The Petition for De-Annexation and accompanying De-Annexation Resolution D2-2023 was accepted for introduction on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

Bid Opening Project 2022-002

Friendship Heights Water Meter Replacement and Reed Hartnett Water Line Replacement

Mr. Handley stated the Town received (2) bids for the above referenced project. He stated the project was separated into Parts A & B due to the unique nature of each task.

Mr. Handley stated the Water Meter Replacement (Part A) consists of the installation of 106 water meters at properties in Friendship Heights. He stated the current meters are located in inaccessible crawl spaces, adding that the replacement meters will be installed at the front of the properties.

Mr. Handley stated the Reed Hartnett Water Line Replacement (Part B) consists of the installation of 600 feet of 6-inch water line to improve water flow.

Mr. Handley opened and read the bid results into the record of the minutes. The Bid results are as follows:

<u>Name</u>	<u>Address</u>	<u>Friendship Heights Water Meters (Part A)</u>	<u>Reed Hartnett Water Line (Part B)</u>
Dix Hollow Contracting, Inc.	110 West Pulaski Hwy Elkton, Maryland 21921	\$264,330.00	\$130,000.00
LECCO Pipeline Company LLC	85 Brick Hill Road Elkton, Maryland 21921	\$205,280.00	\$155,000.00

Mr. Handley requested the Board's approval of the apparent low bidder for Part A & Part B, contingent upon engineer review of the bids.

ACTION: The bid of \$205,280.00 from LECCO Pipeline Co., LLC for the Friendship Heights Water Meter Replacement Project 2022-002 (Part A) was approved, contingent upon engineer review, on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

ACTION: The bid of \$130,000 from Dix Hollow Contracting, Inc. for the Reed Hartnett Water Line Replacement Project 2022-002 (Part B) was approved, contingent upon

engineer review, on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

Town Administrator's Report

Ordinance 1-2023

Amending Town of Elkton Zoning Ordinance Supplemental Use Regulations Section 33 & 34 Allowing for Medical Use within Designated areas in TC (Town Center) Zone Presented for Adoption

Mr. George presented Ordinance 1-2023 for adoption. He stated Ordinance 1-2023, which was introduced at the February 15, 2023 Board meeting, amends the Elkton Zoning Ordinance Article XII Supplementary Use Regulations, pertaining to medical uses in the Town Center (TC) Zone.

Mr. Bromwell stated the Town worked with Christiana Health System to delineate areas around the hospital for planned, future growth. He stated the areas, which are within the TC Zone, are located between Railroad Avenue and Bow, West Main, and Bridge Streets.

ACTION: Ordinance 1-2023 was adopted on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

Chesapeake Utilities

Request for 20-ft Permanent Easement for Placement of a Natural Gas Service Line Adjacent to Meadow Park / Delaware Avenue - Presented for Approval

Mr. George presented a request from Chesapeake Utilities for a 20-ft permanent easement for placement of a natural gas service line adjacent to Meadow Park / Delaware Avenue. He stated the easement provides for the relocation of the gas line pursuant to construction of the planned pedestrian bridge.

ACTION: The request of Chesapeake Utilities for a 20-ft permanent easement for placement of a natural gas service line adjacent to Meadow Park / Delaware Avenue was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Piner approved by all present.

Mr. George advised the Board that he received a notice from the Governor's Commission on Maryland Military Monuments regarding a conservation grant opportunity to address drainage issues at the Doughboy Monument, which has stood in front of the Armory for approximately 82 years. He advised the Board that Ms. Jeanne Minner will pursue the grant opportunity.

Mayor Alt's Report

Appointment - Board of Housing Appeals

Mayor Alt requested the Board's approval to appoint Ms. Melissa Hickman to the Board of Housing Appeals for the term March 1, 2023 - February 28, 2026.

ACTION: The request to appoint Ms. Melissa Hickman to the Board of Housing Appeals for the term March 1, 2023 - February 28, 2026 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt reported that he attended the Maryland Mayors Conference in Annapolis on February 16th and 17th. He stated the conference was informative.

Mayor Alt reported that he attended Cecil Night in Annapolis on February 27th, adding that Cecil County was well-represented.

Mayor Alt stated the Town's 250th anniversary is approaching, adding that he wants to make it a large event.

Commissioner Massimiano's Report

Commissioner Massimiano stated the Annual Comedy Roast is scheduled for April 1st.

Commissioner Massimiano announced the Annual Fishing Rodeo is scheduled for April 22nd, and requested a grill from the Department of Public Works.

Mayor Alt commended Commissioner Massimiano regarding the annual fishing event. He stated a great deal of preparation is involved in the rodeo.

Commissioner Broomell asked Commissioner Massimiano to send an email notice when he is ready for volunteers.

Commissioner Piner's Report

Commissioner Piner commended the Department of Parks & Recreation for the new playground area, and asked if a tent could be placed adjacent to the Neighborhood Community Center.

Commissioner Givens' Report

Commissioner Givens requested an update regarding services provided by Waste Management (WM) the Town's trash and recycling hauler. Mr. Handley stated the current contract ends on October 31, 2023, adding that he has drafted a Request for Proposals (RFP), and will place the trash and recycling contract out to bid in April.

Commissioner Broomell's Report

Commissioner Broomell questioned how current collection issues are being addressed. Mr. Handley stated he contacted WM Corporate offices regarding recent collection issues. He stated collection issues are exacerbated when a holiday falls on a Monday.

Commissioner Broomell requested repairs to the cobblestone areas of East High Street, adjacent to Union Hospital. She asked if temporary repairs could be initiated immediately.

Commissioner Broomell asked that the backstop fence at the entrance to Meadow Park be used for advertising Town events.

Public Comment

Mr. Mike Browne, representing Sideline Properties, advised the Board that he expects the feasibility study associated with the planned SportsPlex at Southfields to be completed by the end of the week.

Mayor Alt asked Mr. George to engage the Davenport, Town's Financial Advisor, to determine the affordability of bonds associated with the planned SportsPlex.

Mr. Ray Jackson, representing Stonewall Capital, developer of the Southfields at Elkton Planned Unit Development (PUD) advised the Board that he plans to break ground in April.

Mr. Jackson stated that Stonewall Capital participated in Cecil Night in Annapolis as a sponsor.

Mr. Robert Muller, representing Singerly Fire Company, asked for an update regarding Singerly's request for a donation from the Town's American Rescue Plan Act (ARPA) funds. Ms. Henson stated the Town is taking donation requests until March 31st, at which time all applications will be reviewed.

Ms. Pat Opal thanked DPW for addressing issues with WM.

Pastor James Mouzon introduced himself to the Board. He stated he is the Pastor of Ministry for Millennials, Inc.

Mr. Steven Thompson expressed support for citizens getting involved in the community.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 12:37 p.m.

L. Michelle Henson
Assistant Town Administrator

A VIDEO RECORDING OF THIS MEETING
RETAINED AT THE ADMINISTRATION OFFICE

Mayor & Commissioners Meeting Minutes
March 1, 2023

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.