

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

March 15, 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; Assistant Director of Finance A. Beth Moran; Chief of Police Carolyn Rogers; Director of Planning Jeanne D. Minner; Planning Assistant Quinn Krenzel; Director of Human Resources Andy Rodriguez; 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 March 1, 2023 meeting were approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Broomell 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 Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

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

Elkton Police Officer Matthew Hiland

Elkton Police Officer Anthony McGonigle

Mayor Alt administered the Oath of Office to Elkton Police Officers Matthew Hiland and Anthony McGonigle.

Chief Rogers administered the Sanctity of Life Pledge to Elkton Police Officers Matthew Hiland and Anthony McGonigle.

### **Southfields of Elkton Capital Development**

**Wetlands Mitigation Project-Use of J. Evans McKinney Park to Enter Hatchery Area**

**Kimberly McNew and Andy Stansfield - Geo-Technology Associates**

Ms. Kimberly McNew and Mr. Andy Stansfield, representing Geo-Technology Associates (GTA), introduced themselves to the Board. Ms. McNew stated the purpose of their appearance was to discuss the Wetlands Mitigation Project adjacent to the Town's Hatchery Ponds, and GTA's request to utilize the entrance to J. Evans McKinney Park to enter the area for equipment delivery and staging.

Ms. McNew presented an overview of (3) options associated with access to the area, a copy of which was placed in the record of the minutes.

Ms. McNew, after reviewing the advantages and challenges of each option, stated the use of J. Evans McKinney Park was the most efficient and least intrusive choice.

Ms. McNew stated the public would still have use of the dog park and parking area during the estimated 8-week construction schedule.

Mayor Alt queried the Board for a consensus regarding GTA's use of J. Evans McKinney Park equipment delivery and staging. It was the consensus of the Board to permit GTA's use of the park.

#### **Discussion - Cash Reserve Investment Management - Fulton Bank**

Ms. Michelle Brown and Mr. William Keetley, representing Fulton Bank, introduced themselves to the Board. Mr. Keetley stated the purpose of their appearance was to discuss Cash Reserve Investment Management (CRIM).

Discussion ensued investment parameters and returns regarding the CRIM plan vs. Maryland Municipal Local Government Investment Pool (MLGIP).

#### **Discussion - Town of Elkton Financial Assessment and Long Range Financial Plan Davenport & Company, LLC**

Ms. Jennifer Diercksen and Ms. Susan Ostazeski, representing Davenport & Company LLC – Public Finance, introduced themselves to the Board. Ms. Diercksen stated the purpose of their appearance was to discuss the Town's request for a comprehensive financial review, pursuant to the Board's discussions regarding the issuance of special obligation bonds supporting the planned SportsPlex.

Ms. Diercksen stated the purpose of the review is to provide observations of strengths and challenges facing the Town.

Ms. Diercksen provided a Power Point Presentation of the review parameters, a copy of which was placed in the record of the minutes.

Mr. George expressed support for the comprehensive financial review, stating a long range financial plan is in the best interest of the Town. Mayor Alt agreed with Mr. George's comments.

Mayor Alt questioned the status of the feasibility study regarding the SportsPlex. Mr. Browne stated a draft of the study was forwarded to the Town prior to the Board's meeting. Ms. Diercksen stated that the feasibility study will be reviewed as well.

Mayor Alt queried the Board for a decision regarding engaging Davenport & Company, LLC for a financial assessment and long range financial plan.

**ACTION:** The request to engage Davenport & Company, LLC to conduct a financial assessment and long range financial plan was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

### **Underwood & Associates Flood Study**

Ms. Heather Johnson and Mr. Chris Becraft, representing Underwood Associates, introduced themselves to the Board.

Ms. Johnson stated the purpose of their appearance was to discuss a concept plan developed by Underwood to reduce flood events. Mr. Becraft stated Underwood utilizes flood control projects to create parks and recreational spaces by recreating an area's natural flood plain.

Discussion ensued regarding funding of the project. Mr. Becraft stated Underwood will pursue water quality, nature based grant funds to complete the project.

Mr. Becraft noted that the Town's Water Treatment Plant (WTP) is taken offline during times of high turbidity, adding that slowing flood water upstream can result in cleaner water reaching the WTP during flooding events.

Discussion ensued regarding costs associated with the project. Mr. Becraft stated the Town of Elkton's costs for the concept and design is \$260,000 adding that Underwood has begun researching grant opportunities for the project. Mr. Becraft added that the City of Havre de Grace invested approximately \$300,000 and Underwood obtained \$8 million in grant funding to complete the project.

Mr. Becraft stated that he will work with Town staff to move the project forward.

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

#### **KCI Technologies Proposal - Artesian Interconnection - Route 40**

Mr. George presented a proposal from KCI Technologies regarding design of the proposed Artesian interconnection at Route 40 near the Delaware line. He stated the purpose of the interconnection is to provide water service to the Chesapeake Boulevard area.

Mr. George stated the proposed engineering will cost \$116,000 and added that the tentative cost of the interconnection is \$842,000. Mayor Alt queried Mr. George regarding the interconnection. Mr. George stated that the CLENE Nanomedicine facility will require more water than the Town can provide, adding that the downside of the interconnection is that the Town will be obligated to a water purchase agreement with Artesian.

**ACTION:** The KCI Technologies proposal for engineering design services for the proposed Artesian interconnection at Route 40 near the Delaware line was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

### **Ordinance 2-2023 False Alarms - Presented for Introduction**

Mr. George presented Ordinance 2-2023 False Alarms for introduction. He stated that the Town has a current ordinance regulating false alarms as a Police matter, and that this ordinance adds Singlerly Fire Company response to false fire alarm violations.

**ACTION:** Ordinance 2-2023 was accepted for introduction on a motion made by Commissioner Broomell. The motion was seconded by Commissioner Piner and approved by all present.

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

#### **Appointment - Planning Commission**

Mayor Alt requested the Board's approval of the appointment of Mr. Ray Polaski to the Planning Commission for the term April 1, 2023 - March 31, 2028.

**ACTION:** The request to appoint Mr. Ray Polaski to the Planning Commission for the term April 1, 2023 - March 31, 2028 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

Mayor Alt advised the Board of vacancies on the Historic District Commission, Board of Zoning Appeals and the Planning Commission.

Mayor Alt requested a \$500 donation payable to the Cecil County Arts Council in order to support the "Art of Golf" fundraiser tournament on April 28, 2023.

**ACTION:** The request for a \$500 donation to the Cecil County Arts Council to support the Art of Golf Tournament on April 28, 2023 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt announced the Annual Little League Parade is scheduled for March 31, 2023, and reminded the Board to meet at 6:00 p.m. prior to the event.

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

Commissioner Broomell thanked Mr. Handley for moving forward with repairs to East High Street.

### **Commissioner Givens' Report**

Commissioner Givens congratulated Chief Rogers regarding additional Police Officers, adding a request for photos of the Officers in order to connect names with faces.

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

Commissioner Massimiano congratulated the newly sworn Police Officers.

Commissioner Massimiano stated the camera project is moving forward.

Commissioner Massimiano stated that he accepted an invitation to be the Principal of the Day at Thomson Estates Elementary School on March 21, 2023.

Commissioner Massimiano reminded the Board that the Comedy Roast is scheduled for April 1, 2023.

### **Motion for Closed Meeting**

**ACTION:** Pursuant to State Government Statutory Authority to Close Session, General Provisions Article, §3-305(b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; Commissioner Massimiano made a motion for a Closed Meeting. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt announced that the Public Meeting will not reconvene.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 1:35 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.