

The Mayor and Commissioners of the Town of Elkton

May 17, 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; Chief of Police Carolyn Rogers; Director of Human Resources Andy Rodriguez; HR Benefits Specialist Renee McCormick; 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.

Notice of Closed Meeting

On Wednesday, May 3, 2023, during a regularly scheduled meeting of the Mayor & Commissioners of the Town of Elkton (the "Board"), a Closed Meeting was requested and approved by all present pursuant to State Government Statutory Authority to Close Session, General Provisions Article, §3-305(b) (7) To consult with counsel to obtain legal advice on a legal matter. Attendance: 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.; Assistant Town Administrator L. Michelle Henson; and Town Attorney John Downs, Esquire.

ACTION: The minutes of the May 3, 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.

Proclamation P38-2023 National Safe Boating Week May 20-26, 2023

Mayor Alt presented Proclamation P38-2023 National Safe Boating Week to US Coast Guard Auxiliary Flotilla 054-21-05 Public Education Officer Mr. Ben Feril. Mr. George read Proclamation P38-2023 and placed a copy in the record of the minutes.

Employee Milestone Service Awards

Ms. McCormick presented Employee Milestone Service Awards to the following employees:

Department of Public Works:

Brittney Heikkila 5 years

Walter Scott 5 years

Elkton Police Department

Bruce Edwards 25 years

Planning Department

Jeanne Minner 31 years

Employee of the Quarter Award 1st Quarter 2023

Officer Anthony Devine was presented the Employee of the Quarter Award for the 1st Quarter of 2023.

Ordinance 3-2023 Fiscal Year 2024 General Fund Budget - Presented for Introduction

Mayor Alt provided an overview of Ordinance 3-2023 Fiscal Year 2024 (FY24) Budget, a copy of which was placed in the record of the minutes.

Mayor Alt stated the proposed FY24 Budget has an overall increase of approximately \$3 million compared with FY23.

Mayor Alt stated the Real Property and Business Property tax rates are unchanged, adding that the Town has utilized fund balances to purchase equipment vs. financing, resulting in no new long-term debt.

Mayor Alt stated the debt service on the Wastewater Treatment Plant (WWTP) upgrade has been paid down from \$21million to \$5 million.

Mayor Alt stated Elkton Police Department (EPD) sworn personnel receive salary adjustments pursuant to their Collective Bargaining Agreement, adding that the proposed FY24 Budget includes a 6% increase for non-sworn personnel.

Mayor Alt stated the EPD proposed budget includes 5 new sworn positions, adding that several retirements are anticipated.

Mayor Alt stated that funds received from the American Rescue Plan Act (ARPA) standard allowance will be utilized to balance the proposed FY24 Budget.

Mayor Alt, referring to the Town's interconnection with Artesian Water, stated that the Town received notice of rate increase, resulting in higher fees than residents are charged. He stated that the rate will have to be adjusted to match the Town's costs.

Mayor Alt asked the Board to review the proposed FY24 Budget and provide feedback. He stated Ordinance 3-2023 will be presented for approval during a Public Hearing on June 7th.

Commissioner Broomell expressed concern regarding use of ARPA funds to balance the proposed FY24 Budget.

Discussion ensued regarding year-to-date expenses that have been funded by ARPA funds.

ACTION: Ordinance 3-2023 Fiscal Year 2024 Budget was accepted for introduction on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

Elkton Alliance

Request for Support of a Cecil County Video Lottery Terminal Grant for Maintenance of the Farmers Market Pavilion

Elkton Alliance Board President Ms. Danielle Carroll and Vice President Kelly Walla-Albanese introduced themselves to the Board. Ms. Carroll stated the purpose of their appearance was to request the Board's support of the Alliance's application for a \$25,000 grant from the Cecil County Video Terminal Grant fund to refurbish the Elkton Farmers Market pavilion.

Ms. Henson advised the Board that she previously spoke with Alliance Executive Director Alicia Calhoun regarding the Farmers Market and her desire to create a community gathering space.

Discussion ensued regarding plans for the pavilion, including signage and lighting.

Mr. George, noting that the Farmers Market is located within the 100-year floodplain, advised Ms. Carroll that any development plans are to be submitted to the Board for review.

ACTION: The request for support of a Cecil County Video Lotter Terminal Grant for maintenance of the Farmers Market pavilion was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

Town Administrator's Report

Proclamation P37-2023 Kids to Parks Day - May 20, 2023

Mr. George presented Proclamation P37-2023 Kids to Parks Day, for approval. A copy of Proclamation P37-2023 was read and placed in the record of the minutes.

ACTION: Proclamation P37-2023 Kids to Parks Day was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

Elkton Alliance Request for Waiver of Alcohol Prohibition

Elkton Alliance Day Event - August 11, 2023

Mr. George presented a Request for Waiver of Alcohol Prohibition for Elkton Alliance Day events on August 11, 2023.

ACTION: The request for a Waiver of Alcohol Prohibition for Elkton Alliance Day events on August 11, 2023 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Piner and approved by all present.

Mr. George reported that construction of the water tower at Southfields is proceeding, adding that 130 cubic yards of concrete have been poured at the base of the structure.

Mayor Alt's Report

Mayor Alt expressed appreciation to EPD and all responders regarding the search for and ultimate recovery of a child who lost his life in the Big Elk Creek. Chief Rogers said the Officers did all they could possibly do to find the child, adding that many agencies were involved.

Chief Rogers expressed appreciation to the Cecil County Sheriff's Office for handling all calls for service as EPD personnel participate in a Critical Instance Response meeting from 2:00 pm to 4:00 pm on this date. She added that the Maryland State Police will assist the Sheriff's Deputies with calls in the western portion of the County.

Mayor Alt expressed appreciation to all who attended the Economic Development and Sports Tourism workshop on May 15th. Referring to the Town's rising costs, such as health care and services, Mayor Alt stated the Town must look to other means of revenue. He reminded the Board that Sports Tourism could provide \$1.75 in revenue for every \$1.00 invested.

Mayor Alt polled the Board regarding a special workshop meeting to obtain information regarding project financing via bond issuance. It was the consensus of the Board to conduct a special workshop regarding project financing via bond issuance.

Commissioner Piner requested an update regarding the South Street extension project. Mr. George stated the project has been paused due to denied rights of entry.

Public Comment

Mr. William Davis, owner of Bear3-Minute Express Car Wash, requested the consideration of a moratorium on new car wash facilities in Elkton. He distributed material supporting his request, copies of which were placed in the record of the minutes.

Mayor Alt thanked Mr. Davis for his presentation, adding that the matter would be referred to the Town's Attorney for review.

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; and § 3-305(b) (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process, Commissioner Piner made a motion for a Closed Meeting. The motion was seconded by Commissioner Givens 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 1:21 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.