

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

June 7, 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; Assistant Finance Director A. Beth Moran; Chief of Police Carolyn Rogers; Director of Planning Jeanne D. Minner; Planning Assistant Quinn Krenzel; Director of Human Resources Andy Rodriguez; Human Resources Benefits Specialist Renee McCormick; Director of Public Works J. Daniel Handley, P.E.; Director of Building & Zoning Charles A. Bromwell; Assistant Town Administrator L. Michelle Henson and Town Attorney John P. Downs, Esquire.

### **Notice of Closed Meeting**

On Wednesday, May 17, 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) (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. 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; Finance Director Steven H. Repole, CPA; Director of Public Works J. Daniel Handley, P.E.; Chief of Police Carolyn Rogers; Human Resources Director Andy Rodriguez and Town Attorney John Downs, Esquire.

Mayor Alt called the meeting to order at 12:00 p.m. and lead the participants in the Pledge of Allegiance.

Mayor Alt welcomed Town of North East Mayor Michael Kline to the meeting.

**ACTION:** The minutes of the May 17, 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 Piner. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt stated the Administration of the Oath of Office would be delayed as one of the Officers was on a call, and asked Mr. George to present the Town Administrator's Report in the interim.

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

#### **Proclamation P36-2023 Freedom Day**

Mr. George presented Proclamation P36-2023 Freedom Day, proclaiming June 19, 2023 as Juneteenth, or Freedom Day. A copy of Proclamation P36-2023 was read and placed in the record of the minutes.

**ACTION:** Proclamation P36-2023 Freedom Day was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

Mayor Alt noted Juneteenth events are scheduled on June 19th from 10:30 a.m. - 2:00 p.m. at the Neighborhood Community Center.

#### **Fireworks Extravaganza July 4th Event Contract**

Mr. George presented the Fireworks Extravaganza July 4th Event contract for approval, stating the cost is \$19,675.00.

**ACTION:** The Fireworks Extravaganza July 4th contract was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

#### **Resolution R5-2023 Loan from Sewer Fund for Construction of the Neighborhood Community Center**

Mr. George presented Resolution R5-2023 Loan from Sewer Fund for Construction of the Neighborhood Community Center (NCC). He stated the purpose of Resolution R5-2023 was to defer repayment of the loan until Fiscal Year 2025 (FY25).

**ACTION:** Resolution R5-2023 Loan from Sewer Fund for Construction of the Neighborhood Community Center was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Piner and approved by all present.

#### **Elkton Police Department Administration of Oath of Office**

Mayor Alt administered the Oath of Office to Elkton Police Officers Joshua Brice, Ryan Curley and Brandon Douglas.

#### **Public Hearing - Constant Yield Tax Rate**

Mayor Alt declared the Public Hearing open at 12:12 p.m.

Mr. Repole presented the following statement regarding the Constant Yield Tax Rate (CYTR) for adoption:

1. For the tax year beginning July 1, 2023, the estimated real property assessable base will increase by 0.8% from \$1,334,667,417 to \$1,345,916,727.
2. If the Town of Elkton maintains the current tax rate of \$0.6356 per \$100 of assessment, real property tax revenues will increase by 0.8% resulting in \$71,501 of new real property tax revenues.
3. In order to fully offset the effect of increasing assessments, the real property tax rate should be reduced to \$0.6303, the constant yield tax rate.
4. The Town is considering not reducing its real property tax rate enough to fully offset increasing assessments. The Town proposes to adopt a real property tax rate of \$0.6356 per \$100 of assessment. This tax rate is 0.8% higher than the constant yield tax rate and will generate \$71,501 in additional property tax revenues.

Mayor Alt queried the Board and those in attendance for comments regarding the CYTR. Hearing no comments, Mayor Alt declared the Public Hearing closed at 12:14 p.m.

**ACTION:** The CYTR was adopted on a motion made by Commissioner Givens. The motion was seconded by Commissioner Broomell and approved by all present.

### **Public Hearing**

#### **Ordinance 3-2023 Fiscal Year 2024 Budget - Presented for Adoption**

Mayor Alt declared the Public Hearing open at 12:14 p.m.

Mayor Alt presented Ordinance 3-2023 Fiscal Year 2024 (FY24) for adoption.

Mayor Alt stated the FY24 Budget, as introduced, was amended by the removal of a requested trash truck and the reduction of salary increases for non-sworn personnel from 6% to 4%.

Mayor Alt queried the Board and those in attendance for comments regarding the FY24 Budget. Hearing no additional comments, Mayor Alt declared the Public Hearing closed at 12:17 p.m.

**ACTION:** Ordinance 3-2023 Fiscal Year 2024 Budget was adopted on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

Mayor Alt stated that Ordinance 5-2023 Water Rates was deferred to the July 12th workshop meeting for further discussion.

**Bid Opening**

**Project 2021-004 Chesapeake Boulevard Sanitary Sewer Force Main Upgrade**

Mr. Handley stated the Town received (3) bids for Project 2021-004 Chesapeake Boulevard Sanitary Sewer Force Main Upgrade. He stated Project 2021-004 will provide increased capacity for the CLENE Facility at Chesapeake Boulevard.

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

<u>Name</u>	<u>Address</u>	<u>Base Bid</u>	<u>Contingency Bid</u>	<u>Total Bid</u>
Eastern States Construction Service, Inc.	702 First State Blvd. Wilmington, Delaware 19804	614,370.00	6,130.00	\$620,500.00
Pact One, LLC	554 Route 31 Ringoos, New Jersey 08551	1,075,000.00	16,000.00	\$ 1,091,000.00
Tri-State Underground, Inc.	4369 DuPont Pkwy. Townsend, Delaware 19734	827,394.00	2,500.00	\$829,894.00

**ACTION:** Project 2021-004 Chesapeake Boulevard Sanitary Sewer Force Main Upgrade was awarded to the apparent low bidder, Eastern States Construction Service, Inc., contingent upon review by KCI Technologies, the Town's engineer, on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

**Introduction Elk and North East Rivers Watershed Association (ENERWA)**

Mr. Mark Dobbins, President of the Elk and North East Rivers Watershed Association (ENERWA), introduced himself to the Board. He was joined by Town of North East Mayor Mike Kline.

Mr. Dobbins provided a Power Point Presentation overview of ENERWA's activities. A copy of the presentation was placed in the record of the minutes.

Mayor Kline stated the Town of North East has worked with ENERWA for approximately 9 years.

Mr. Dobbins stated ENERWA's request for financial assistance in continuing its testing and cleanup activities for the Elk and North East Rivers. Mayor Alt asked Mr. Dobbins to send a written request for financial assistance.

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

Mayor Alt stated he had the opportunity to meet Comptroller Brooke Lierman and a member of Senator Cardin's team during their tour of Cecil County on June 6th.

Mayor Alt requested maintenance of the building at which the Alliance office is located.

Mayor Alt stated the Board will discuss potential leasing of Town vehicles during the July 12th workshop.

Mayor Alt stated the Board will discuss water and sewer rates during the July 12th workshop.

Mayor Alt, referring to discussions regarding unionization of non-sworn Town employees, stated he supported discourse regarding the topic. Mr. George stated Collective Bargaining for sworn Police Officers was previously approved via referendum during a Municipal Election, adding that the matter of initiating a Collective Bargaining Unit for non-sworn Town employees will be handled in the same manner.

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

Commissioner Broomell commended Mayor Alt on the FY24 Budget.

Commissioner Broomell requested an update on expenditure of the funds the Town received from the American Rescue Plan Act (ARPA).

Discussion ensued regarding ongoing and planned projects funded by ARPA.

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

Commissioner Massimiano expressed appreciation for Comptroller Lierman's visit to Elkton.

Commissioner Massimiano welcomed Sonny's Italian Market and Deli to Main Street.

### **Public Comment**

Ms. Pat Opal questioned if ARPA funding could be utilized for maintenance of the Historic Elk Landing property. Mr. George stated the Historic Elk Landing property is under an easement with the Maryland Historic Trust, and any maintenance or other activity will fall within the Trust's oversight.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 1:08 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.