

The Mayor and Commissioners of the Town of Elkton

August 16, 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; 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.

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

Mayor Alt congratulated Commissioner Givens on his 53rd wedding anniversary.

ACTION: The minutes of the July 26, 2023 special workshop 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 minutes of the August 2, 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 Givens and approved by all present.

Discussion - Collective Bargaining for Non-Sworn Employees

Mayor Alt stated the discussion of Collective Bargaining for Non-Sworn Employees will be added to each agenda until the Board makes a decision regarding initiation of a referendum or administratively amending the Town Charter to provide for a collective bargaining unit.

Mayor Alt stated a special workshop meeting has been scheduled on September 6, 2023 at 6:00 p.m. in addition to the regularly scheduled meeting at 12:00 p.m. on that date. He stated the purpose of the additional meeting was to obtain public comment regarding creation of a collective bargaining unit for non-sworn personnel.

Mayor Alt queried those in attendance for comments regarding collective bargaining for non-sworn personnel.

Ms. Micki Zeigler, employee of the Zoning Department, Ms. Amanda Kivler, and Ms. Devan Barker each read a statement of support for collective bargaining for non-sworn personnel. A copy of each written statement was placed in the record of the minutes.

Mr. Jaramie Kivler, an employee of the Department of Public Works (DPW), expressed support for collective bargaining.

Ms. Christa Brown expressed support for collective bargaining for non-sworn personnel.

Mr. John Dixon, attending the meeting virtually, expressed support for collective bargaining, adding his support for an expedited Charter amendment to initiate the process.

Mayor Alt thanked those in attendance for their comments.

Bid Opening - Solid Waste Management Trash and Recycling Collection 2023-2028
Mr. Dan Handley, Director of Public Works

Mr. Handley stated the Town solicited bids for Trash and Recycling Collection for the period November 1, 2023 - October 31, 2028, adding that (3) bids were received. Mr. Handley noted that the bidders were asked to present their bids for each year as well as each month of that time period. Mr. Handley opened and read the bids into the record of the minutes. The results are as follows:

<u>Name</u>	<u>Address</u>	<u>Avg. Monthly Cost</u>	<u>Avg. Yearly Cost</u>
Republic Services	18500 North Allied Way		
	Phoenix, AZ 85054	\$146,614.33	\$1,759,372.00
Trash Tech	755 Governor Lea Road		
	New Castle, DE 19720	\$115,826.31	\$1,389,915.69
Waste Industries	3634 Conowingo Road		
	Street, MD 21154	\$107,425.50	\$1,289,106.00

Discussion ensued regarding the increase in costs associated with collection.

Commissioner Broomell queried if each residence would receive a trash container and recycling container. Mr. Handley answered in the affirmative.

Mr. Handley asked the Board to defer a decision regarding award in order to provide the Town's engineer the opportunity to review each bid.

Commissioner Piner asked Mr. Handley to investigate the costs associated with conducting future trash and recycling collection in-house.

Commissioner Piner, referring to collection issues associated with the Town's current contracted hauler, stated his frustration regarding DPW staff collecting material left behind by the hauler.

Commissioner Broomell questioned if a Performance Bond was required with the new contract. Mr. Handley answered in the affirmative.

CGI Communications Town Video Project Update
Ms. Allie Atseff

Ms. Allie Atseff, representing CGI Communications, introduced herself to the Board. She stated the purpose of her appearance was to provide an update regarding the planned "Welcome to Elkton" videos that will be shot on August 30th and 31st, to highlight Elkton's quality of life, historic areas, economic development, schools, health care and recreation.

Ms. Atseff stated the videos, which are sponsored by local businesses, will appear on the Town's website within a couple weeks after editing.

Discussion - Merit Plan & Wage Scale
Mr. Andy Rodriguez, Director of Human Resources

Mr. Rodriguez, referring to the Board's previous discussions regarding employee concerns pertaining to evaluation and merit increases, provided a Power Point presentation regarding a proposed wage scale to include an annual merit increase for employees who receive a satisfactory evaluation, adding that evaluations will be due from Department Managers by the end of May each year. A copy of Mr. Rodriguez' presentation was placed in the record of the minutes.

Mr. Rodriguez asked the Board to commit to a 3% merit increase based upon an employee's satisfactory evaluation, adding that this would be separate from a Cost of Living Adjustment (COLA) that would be budgeted at the Board's discretion.

Discussion ensued regarding the evaluation process and wage scale.

ACTION: The Merit Plan and Wage scale was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

VOIP Telephone Service Update
Mr. Mike Devine, IT Services

Mr. Mike Devine, the Town's contracted Information Technology (IT) Services provider, stated that telephone companies are doing away with traditional telephone lines, and moving to Voice over Internet Protocol (VoIP) services. He stated he has investigated companies that provide the service, noting that the Town will recognize approximately 50% reduction in monthly costs. He stated the immediate benefit of using VoIP will permit inter-departmental transfer of phone calls.

Mayor Alt queried if the Elkton Alliance could be included in the process. Mr. Devine answered in the affirmative.

Mayor Alt queried the Board for a consensus to move forward with VoIP transition. It was the consensus of the Board to move forward with VoIP transition.

Town Administrator's Report

Ordinance 6-2023 Amending Town Code Title 10 Vehicles and Traffic Chapter 10.08 Stopping Standing or Parking §10.08.090 Parking on Public Property Presented for Adoption

Mr. George presented Ordinance 6-2023 amending the Code of the Town of Elkton Title 10 Vehicles and Traffic Chapter 10.08 Stopping Standing or Parking §10.08.090 Parking on Public Property for the purpose of prohibiting parking of mobile homes and/or other recreational vehicles on Town-owned property and prohibiting use the vehicle as a dwelling place. Mr. George stated Ordinance 6-2023 does not affect vehicles parked on private property.

ACTION: Ordinance 6-2023 was approved on a motion made by Commissioner Broomell. The motion was seconded by Commissioner Givens and approved by all present.

Resolution R10-2023 Southfields Rate and Method of Apportionment (RMA) Amended Supplemental Resolution

Mr. George presented Resolution R10-2023 Southfields Rate and Method of Apportionment (RMA) for the purpose of amending previously adopted Resolution R8-2020, which established the RMA for the original Southfields Special Tax District, which has been amended based on changes in re-classification of certain parcels, such as the addition of an RV Park.

ACTION: Resolution R10-2023 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Piner and approved by all present.

Amendment to Lease with Maryland Rural Development Corporation for the Family Education Center at Hollingsworth Manor in order to provide for exclusion of a portion of the Leased Property which will be leased to the Paris Foundation

Mr. George stated the Town currently leases the property known as the Family Education Center at Hollingsworth Manor to the Maryland Rural Development Corporation (MRDC), adding that the MRDC sublets a portion of the property to the Paris Foundation.

Mr. George presented an amendment to the Lease to provide for exclusion of a portion of the Leased Property which will be directly leased to the Paris Foundation.

ACTION: The amendment to the Lease with MRDC for exclusion of a portion of the Leased Property to be leased to the Paris Foundation was approved on a motion made by

Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

Delaware Avenue Pedestrian Bridge Project Update

Mr. George reported that the State Highway Administration (SHA) issued the Notice to Proceed for construction of the pedestrian bridge adjacent to the existing bridge on Delaware Avenue. He stated the project includes sidewalk improvements from Main Street to the bridge.

Mayor Alt's Report

Mayor Alt, referring to the Board's previous discussions regarding leasing of Town vehicles, queried the Board for a consensus to move forward with leasing or to continue purchasing. Commissioner Massimiano stated the lease scenario did not provide substantial savings to the Town, and expressed support for continuing to purchase Town vehicles.

Chief Rogers stated she spoke with representatives of the Town of Perryville who stated they had no issue with leasing vehicles. She stated the Cecil County Sheriff's Office experienced delays in obtaining vehicles via their lease.

Chief Rogers expressed trust in the Town's mechanics, stating for this purpose she would support purchasing of vehicles and conducting maintenance in-house.

Mr. George noted that the Town purchases vehicles through a State of Maryland procurement contract, resulting in substantial savings.

It was the consensus of the Board to continue purchasing Town vehicles.

Mayor Alt expressed concerns regarding the post-fire condition of the former Minihane's Pub at 101 West Main Street. He stated that when the Fire Marshall provides a final determination of the origin of the fire, the building's owners need to move forward to address the damaged, deteriorating structure.

Discussion ensued regarding the condition of the building.

Mayor Alt stated the Alliance obtained a quote for a structural analysis of the building.

Discussion ensued regarding the fence that was erected around the building perimeter.

Discussion ensued regarding reallocation of vendor spaces at the upcoming Fall Fest event due to the condition of the building.

Mayor Alt stated he is attending the Maryland Association of Counties (MACo) summer conference this afternoon, adding that he will meet with representatives of Maryland Economic Development Corporation (MEDCO) to discuss the bond issuance associated with the proposed Sports Plex at Southfields.

Commissioner Givens' Report

Commissioner Givens, referring to a recent shooting near Delancy Road, queried if any arrests have been made. Chief Rogers responded that the Police are still interviewing.

Commissioner Massimiano's Report

Commissioner Massimiano congratulated the Elkton Alliance for its 25th birthday celebration on August 11th.

Motion for a Closed Meeting

ACTION: 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; Commissioner Givens made a motion for a Closed Meeting. The motion was seconded by Commissioner Massimiano and approved by all present.

Mayor Alt announced the meeting would not reconvene.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 1:17 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.