

The Mayor and Commissioners of the Town of Elkton

July 20, 2022

The Mayor and Commissioners of the Town of Elkton (the "Board") held a regularly scheduled meeting on this date at 12:00 p.m. The following persons were present: 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 Public Works J. Daniel Handley, P.E.; Director of Planning Jeanne D. Minner; Director of Human Resources Andy Rodriguez; Assistant Town Administrator Michelle Henson; Administrative Assistant Catheline Adams; and Town Attorney John P. Downs.

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 July 6, 2022 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 or amendments.

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.

Budget Amendment 2023-01

To recognize the forfeiture of seized funds (\$1,500) and their funding of Elkton Police Department Special Operations

Mr. Repole presented Budget Amendment 2023-01 to recognize the forfeiture of seized funds in the amount of \$1,500 and their funding of EPD special operations.

ACTION: Budget Amendment 2023-01 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Piner and approved by all present.

Budget Amendment 2022-04

To recognize donations from Elkton VFW Post 8175 (\$1,800), Elkton Moose Lodge 851 (\$1,000), and Covenant Presbyterian Church (\$1,000) and their funding of Crime Prevention supplies and activities.

Mr. Repole presented Budget Amendment 2022-04 to recognize donations totaling \$3,800 and their funding of crime prevention program supplies and activities.

ACTION: Budget Amendment 2022-04 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Broomell and approved by all present.

Employee of the Quarter Presentation - 2nd Quarter 2022

Mr. Rodriguez presented the Employee of the Quarter Award Administrative Assistant Catheline Adams.

**12:05 p.m. Public Hearing
Annexation A2-2022 218A Whitehall Road (WITHDRAWN)**

Mayor Alt, noting that the applicant withdrew the Annexation application after the Town advertised the Public Hearing, declared the Public Hearing open and subsequently closed at 12:06 p.m.

Discussion - Issuance of Bonds to support a Local Economic Development Project Specifically to participate in a bond financing strategy in support of Sideline Properties, LLC, for the Southfields Sports Park - Mr. Chris Sheehan - Mesirow

Mr. Chris Sheehan, Managing Director of Public Finance for Mesirow, introduced himself to the Board. He stated the purpose of his appearance was to discuss bond financing strategies in support of Sideline Properties, LLC regarding the development of the Sports Park at Southfields.

Mayor Alt expressed his support for the development of a Sports Park at Southfields, adding that issuance of bonds supporting the project will not have a negative financial impact on the Town or its taxpayers.

Mr. Michael Browne, representing Sideline Properties, LLC, advised the Board that Sideline will request revenue bonds, which secures financing based upon the project's revenues, reiterating that the project will not have a negative financial impact on the Town or its taxpayers.

Mr. Sheehan suggested that the Town engage Davenport & Company (Davenport), the Town's financial advisor regarding the Southfields Special Tax District, to serve as the fiduciary advisor regarding the Sports Park project. Mr. Sheehan stated that Davenport will advise the Town through the process of bond issuance.

Mayor Alt questioned how the Town will be assured that the project is feasible. Mr. Sheehan stated a third party will conduct a feasibility study to determine if the project should move forward.

Mr. Sheehan stated that revenue bond issuance associated with this type of project occurs in many municipalities across the country.

Discussion ensued regarding the potential investment pool associated with the project.

Sustainable Communities Plan Renewal - Presented for Adoption

Ms. Jeanne Minner, Director of Planning

Ms. Minner presented the Town of Elkton Sustainable Communities Plan Renewal for adoption, adding that the plan is renewed with the Maryland Department of Housing and Community Development every 5 years.

Mayor Alt commended Ms. Minner efforts regarding development and administration of the Plan.

ACTION: The Sustainable Communities Plan Renewal was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Broomell and approved by all present.

Road Restoration Project 2022-01 Bid Opening

Mr. George stated the Town received (3) bids for the Spring Road Restoration Project 2022-01. The bids were opened and read into the record of the minutes. The bids results were as follows:

Name	Address	Bid Price
Dix Hollow Contracting, Inc.	110 West Pulaski Highway Elkton, Maryland 21921	343,700.58
Grassbusters Landscaping Co., Inc.	935 Rahway Drive Newark, Delaware 19711	371,985.00
Meadows Construction, Inc.	266 Little New York Road Rising Sun, Maryland 21911	457,977.02

Mr. George recommended tentative award of the bid to Meadows Construction, Inc., contingent upon review of bid documents.

ACTION: Spring Road Restoration Project 2022-01 was tentatively awarded to Meadows Construction, Inc., contingent upon review of bid documents, on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

Resolution R7-2022 Supporting Elkton Alliance Community Legacy Program

Mr. George presented Resolution R7-2022 for the purpose of approving the application and receipt of financing by the Elkton Alliance for a Community Legacy Project for the Elkton Building Improvement Program. A copy of Resolution R7-2022 was read and placed in the record of the minutes.

ACTION: Resolution R7-2022 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt's Report

Mayor Alt requested an amendment to the Spring Road Restoration Project 2022-01 with the extension of paving of Highland Drive and Patriots Way.

Mayor Alt announced that the National Night Out event will be hosted by the Elkton Police Department (EPD) at Meadow Park on Tuesday, August 2nd, starting at 5:00 p.m.

Commissioner Piner's Report

Commissioner Piner stated that Parks & Recreation hosted 44 children during Basketball Camp at the Neighborhood Community Center (NCC).

Commissioner Givens' Report

Commissioner Givens announced a "Back to School Kickoff" event will be hosted by Elkton High School on August 11th. He stated the event will take place in the area between Gilpin Manor Elementary and Elkton Middle Schools.

Commissioner Givens commended Ms. Adams for her performance and congratulated her as recipient of the Employee of the Quarter award.

Commissioner Broomell's Report

Commissioner Broomell requested that Mr. George contact the State Highway Administration to reiterate the Town's concerns regarding the condition of Delaware Avenue and Maryland Route 281.

Commissioner Massimiano's Report

Commissioner Massimiano stated he recently attended a golf outing fundraiser event for Toys for Tots Cecil County.

Commissioner Massimiano commended Ms. Adams for her job performance.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 12:45 p.m.

L. Michelle Henson
Assistant Town Administrator

A VIDEO RECORDING OF THIS MEETING RETAINED AT THE ADMINISTRATION
OFFICE

Mayor & Commissioners Meeting Minutes
July 20, 2022

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.