

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

February 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; Director of Planning Jeanne D. Minner; Planning Assistant Quinn Krenzle; Director of Human Resources Andy Rodriguez; Director of Building & Zoning Charles A. Bromwell; 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.

Mayor Alt stated today is his 37th Wedding Anniversary.

ACTION: The minutes of the February 1, 2023 meeting were approved on a motion made by Commissioner Piner. 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 Broomell. The motion was seconded by Commissioner Massimiano and approved by all present.

Budget Amendment 2023-04

Mayor Alt presented Budget Amendment 2023-04 to budget the Senator William H. Amoss Fire, Rescue, and Ambulance Funds (\$5,203) received from Cecil County Government and transferred to the William M. Singerly Steam Fire Engine and Hook and Ladder Company.

Mayor Alt questioned if the funds passed from Cecil County to the Fire Company via the Town. Mr. Repole answered in the affirmative.

ACTION: Budget Amendment 2023-04 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

Public Hearing

Ordinance 1-2023 Amending Town of Elkton Zoning Ordinance Supplemental Use Regulations Section 33 & 34 Allowing for Medical Use within Designated areas in TC (Town Center) Zone - Presented for Introduction

Mayor Alt declared the Public Hearing open at 12:04 p.m.

Director of Building & Zoning Mr. Chip Bromwell presented Ordinance 1-2023 for introduction. He stated the purpose of Ordinance 1-2023 is to amend the Elkton Zoning Ordinance, Article XII Supplementary Use Regulations regarding medical uses within the Town Center (TC) Zone.

Discussion ensued regarding medical uses within the TC Zone.

Mr. Bromwell stated the TC Zone includes an area surrounding the hospital which could limit the facility's ability to expand health care services. He displayed a map of the TC Zone that delineated the area into which the hospital indicated potential expansion, adding that Ordinance 1-2023 would permit medical uses via a Special Exception within the defined area, while reserving areas of the TC Zone, such as Main Street, where retail uses would be expected.

Mr. Bromwell stated the Planning Commission recommended approval of Ordinance 1-2023 at their meeting on February 6th. He presented a finding of fact from the Planning Commission, a copy of which was placed in the record of the minutes.

Hearing no additional comments Mayor Alt declared the Public Hearing closed at 12:12 p.m.

ACTION: Ordinance 1-2023 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

Reappointments - Board of Zoning Appeals

Mayor Alt requested the Board's approval to reappoint Ms. Shirley Hicks to the Board of Zoning Appeals to a term which expires January 31, 2026.

ACTION: The request to reappoint Ms. Shirley Hicks to the Board of Zoning Appeals to a term which expires January 31, 2026 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt requested the Board's approval to reappoint Ms. Dawn Schwartz to the Board of Zoning Appeals to a term which expires January 31, 2026.

ACTION: The request to reappoint Ms. Dawn Schwartz to the Board of Zoning Appeals to a term which expires January 31, 2026 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

Reappointment - Planning Commission

Mayor Alt requested the Board's approval to reappoint Mr. David Wiseman to the Planning Commission to a term which expires February 29, 2028.

ACTION: The request to reappoint Mr. David Wiseman to the Planning Commission to a term which expires February 29, 2028 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

Reappointment - Board of Housing Appeals

Mayor Alt requested the Board's approval to reappoint Mr. Chuck Parsons to the Board of Housing Appeals to a term which expires January 31, 2026.

ACTION: The request to reappoint Mr. Chuck Parsons to the Board of Housing Appeals to a term which expires January 31, 2026 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt announced that he will attend the Maryland Mayors Conference in Annapolis on February 16th and 17th.

Mayor Alt asked Messrs. George and Repole to meet with Davenport & Company, LLC to generate a 5-year projection of the Town's revenues and expenses.

Mr. George stated he will invite representatives of Davenport & Company, LLC to an upcoming meeting.

Commissioner Massimiano's Report

Commissioner Massimiano stated the Downtown Camera Project is moving forward.

Commissioner Givens' Report

Commissioner Givens questioned if the Fiscal Year 2024 Budget process has begun. Mayor Alt answered in the affirmative, adding that the Town received its annual report from the Maryland Department of Assessments and Taxation (DAT) which indicated the Town's Real Property assessment will increase by approximately \$103 million on July 1, 2024, generating roughly \$70 thousand in additional revenue.

Commissioner Givens questioned if Mr. Rodriguez had any discussions with employees regarding the upcoming Fiscal Year. Mr. Rodriguez stated he will present wage information at the March 8th workshop, adding that he sent a confidential survey to employees regarding the bonus awarded in 2022.

Southfields Update

Mr. Ray Jackson, representing Southfields at Elkton, provided an update regarding the Southfields Planned Unit Development (PUD). He stated he is requesting a \$500 thousand dollar grant from the State of Maryland to be used for planning of the Frenchtown Wharf Regional Park.

Mr. Jackson stated construction of the boulevard and related infrastructure is planned for the spring.

Mr. Jackson stated the Special Tax District will be funded by property owners within the Southfields PUD.

Mr. Chris Sheehan, representing the Mesirow Company, advised the Board that the current state of the economy has resulted in higher interest rates, leading to higher costs for development.

Mayor Alt questioned the anticipated amount that the Special Tax District will produce. Mr. Sheehan stated Ordinance creating the Special Tax District was drafted to provide \$15 million, which is the estimated cost of the required infrastructure for the Southfields PUD. He stated additional funds will be created for investors, including debt service reserve and a supplemental fund that capitalizes interest.

Mr. Jackson stated the onsite infrastructure improvements will be constructed first, in order to begin selling parcels to builders, which will initiate funding for the Special Tax District. He added that offsite improvements will be constructed upon completion of the planned sportsplex.

Mr. Sheehan suggested that the Town could provide credit support in order to lower costs for investors. Mr. George stated any scenario involving financial impact must be defined for the Board's review.

Discussion ensued regarding the Town's receipts of revenue and processing of expenses associated with the Special Tax District.

Commissioner Broomell questioned the payment schedule of taxes from the Enterprise Zone, including the site at Commerce Boulevard. Mr. Sheehan stated the Enterprise Zone provide tax abatement for 10 years, stating the first years of the program provide 80% tax abatement, reducing that figure to 30% at the end.

Commissioner Broomell questioned if senior housing will be included in the Southfields PUD. Mr. Jackson answered in the affirmative, adding the contingency of development costs and interest rates.

Mr. Mike Browne, representing Sideline Properties, stated the feasibility study is moving forward.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 12:53 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.