

The Mayor and Commissioners of the Town of Elkton

MINUTES

June 8, 2022

The Mayor and Commissioners of the Town of Elkton (the "Board") conducted a hybrid virtual workshop meeting on this date at 12:00 p.m. The following persons participated in person or via computer and/or telephone: 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.; Steven H. Repole, CPA; Director of Planning Jeanne D. Minner; Director of Human Resources Andy Rodriguez; Director of Public Works J. Daniel Handley, PE; Chief of Police Carolyn Rogers; Assistant Town Administrator L. Michelle Henson; and Town Attorney John P. Downs, Esquire.

Mayor Alt called the workshop meeting to order at 12:00 p.m.

Discussion - Southfields Special Tax District Declarations

Ms. Kimberly Min, Esquire, representing Whiteford Taylor & Preston, the Town's counsel regarding the Southfields Special Tax District (the District) introduced herself to the Board. She stated the purpose of her appearance was to discuss the declarations associated with creation of the District. She stated the declarations notify all existing and future property owners in the District that they are subject to tax liability if and when bonds are issued in order to finance infrastructure associated with the Southfields Planned Unit Development (PUD).

Mr. George stated that the Cecil County Finance Department collects Real Property Taxes on behalf of the Town, adding that the Town will enter a Memorandum of Understanding with the County in order to separately collect taxes assessed within the District.

Mr. George asked the Board for a decision to accept the Southfields Special Tax District Declarations.

ACTION: The Southfields Special Tax District Declarations were accepted and authorized for recordation on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

Discussion - Harford Bank Services

Ms. Danielle Carroll and Mr. Stewart Lee, representing Harford Bank, introduced themselves to the Board. Ms. Carroll stated the purpose of their appearance was to discuss the Town's banking needs.

Ms. Carroll stated that Harford Bank offers several services to municipalities, including investments and low-interest loans.

Commissioner Broomell questioned if Harford Bank could provide online water/sewer payment processing. Ms. Carroll answered in the affirmative.

Discussion ensued regarding the process and fees associated with the Town's current online payment procedures.

Discussion - Angel 8 Non-Profit Organization

Mr. Jason Nunley introduced himself to the Board. He stated the purpose of his appearance was to discuss the Angel 8 non-profit organization which he created in order to develop a neighborhood hub to address social issues and encourage economic mobility.

Mr. Nunley requested the Board's assistance in locating a building in which his hub could be located. Chief Rogers suggested partnering with the Paris Foundation to locate a facility and provision of community service.

Update - Neighborhood Youth Panel

Ms. Dawn Rodenbaugh, Executive Director of the Neighborhood Youth Panel (NYP), introduced herself to the Board. She stated the purpose of her appearance was to provide an update of NYP activities.

Ms. Rodenbaugh stated the NYP is program in which volunteers mentor juvenile offenders with the goal of eliminating repeat offenses.

Ms. Rodenbaugh stated the NYP works with Police throughout Cecil County as well as the Cecil County Public Schools and the Department of Juvenile Services.

Discussion ensued regarding referral procedures and volunteer requirements of the NYP.

Cecil Forestry Board

Ms. Gabrielle Oldham and Mr. Ron Anderson, representing the Cecil Forestry Board, introduced themselves to the Board. Ms. Oldham stated the purpose of their appearance was to discuss the previous partnership between the Town and Cecil Forestry, and to request a renewal of the working relationship.

Mr. Anderson stated Cecil Forestry worked with the Town several years ago planting a large stand of pine trees in Meadow Park as well as other trees adjacent to Delaware Avenue.

Ms. Oldham stated that several programs in Maryland provide opportunities to plant trees throughout the state, adding that the Forestry Board can provide expertise to the Town regarding the planting initiative.

Mayor Alt suggested that Ms. Oldham reach out to Planning Director Ms. Jeanne Minner to further discuss tree-planting opportunities.

Discussion - Non-billed Water/Sewer Accounts

Mayor Alt, referring to the Town's annual water audit, stated the Town does not bill Churches for water/sewer. He asked the Board to consider billing Churches once water usage surpasses 9,000 gallons in a quarter.

Discussion ensued regarding inspection and/or replacement of meters throughout Elkton.

Mayor Alt, on behalf of the Board, directed that every property that receives water from the Town should have a readable meter and should receive a statement.

Discussion - Department of Public Works - Properties Mowed

Mr. Dan Handley, Director, and Mr. Bryan MacQueen, Street Services, Department of Public Works (DPW) presented an overview of Town properties that are mowed by DPW. Mr. Handley stated DPW currently mows approximately 192 acres.

Mayor Alt questioned the duties of the grass crew during winter. Mr. MacQueen stated the grass crew assists with leaf collection, holiday decoration, interior maintenance and other duties as needed.

Mayor Alt commended the grass crew and all DPW employees for their performance. He asked all Town employees to take a proactive stance when it comes to addressing issues, such as untrimmed grass, litter, etc.

Discussion ensued regarding fees associated with DPW response for grass cutting, trash removal, etc., when requested by Code Enforcement. Discussion continued regarding raising the current fee of \$330 for a Code Enforcement grass cut.

Review - Town Code Title 1 General Provisions

Mayor Alt asked Mr. Downs to review Town Code Article 1 General Provisions, specifically regarding citations related to civil infractions such as parking tickets.

General Discussion

Mr. DeWayne Irwin stated he lives at Franklin Court, and requested the Board's assistance regarding an issue with a neighbor who objects to Mr. Irwin parking his trailers on the street.

Mr. Irwin stated he received a letter from the Town stating that his trailers were not to be parked on the street. He added that he sees trailers and mobile homes parked on the streets throughout the town, adding if he receives a citation then enforcement should apply to everyone else.

Discussion ensued regarding parking regulations and the process for handling complaints.

Mayor and Commissioners Workshop Meeting Minutes
June 8, 2022

Hearing no additional comments or questions, Mayor Alt adjourned the virtual workshop meeting at 2:30 p.m.

L. Michelle Henson
Assistant Town Administrator

A VIDEO RECORDING OF THIS MEETING RETAINED AT THE ADMINISTRATION
OFFICE