**The Mayor and Commissioners**

**of the Town of Elkton**

July 15, 2020

In order to comply with Governor Larry Hogan's declaration of a State of Emergency as part of Maryland's response to COVID-19, and in order to limit public gatherings during this time, the Mayor and Commissioners of the Town of Elkton (the "Board") conducted a virtual meeting on this date at 12:00 p.m. The following persons participated 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.; Finance Director Steven H. Repole; Director of Public Works J. Daniel Handley, P.E.; Director of Planning Jeanne D. Minner; Senior Administrative Specialist 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 polled the participating Board members to confirm a quorum.

 **ACTION**: The minutes of the June 17, 2020 virtual meeting were approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner 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 Givens. The motion was seconded by Commissioner Piner and approved by all present.

 **Budget Amendment 2020-12**

 Mr. Repole presented Budget Amendment 2020-12 to recognize the receipt and expenditure of $61,264 of the Elkton Downtown Façade Grant through the Community Legacy Program.

 **ACTION:** Budget Amendment 2020-12 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

 **Budget Amendment 2020-13**

 Mr. Repole presented Budget Amendment 2020-13 to recognize the receipt and expenditure of $115,277 of the Community Development Block Grant and Elkton Alliance Donation for the completion of the Town Square ADA Project.

 **ACTION:** Budget Amendment 2020-13 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

 **2020 Mayor & Commissioners Scholarship Award Presentation**

 Mayor Alt asked Commissioner Givens to announce the recipients of the 2020 Mayor & Commissioners Scholarship Award in the interim prior to commencement of the Public Hearing.

 Commissioner Givens announced that Elkton High School graduates Miss Caroline Parker and Mr. Ronald Strickland were chosen as recipients of the 2020 Mayor & Commissioners Scholarship Award. He stated each student will receive a check in the amount of $500 for their respective continuing education.

 **Public Hearing - Annexation Resolution A2-2020 – Presented for Adoption**

Mr. David Plott, Esquire, representing Mr. Anthony Scarangello, II, owner of property located at 411 Maloney Road, Third Election District, Cecil County, Maryland, and identified on Tax Map 316, Parcel 171 consisting of approximately 1.446 acres, with improvements erected thereon, and further described in the Cecil County Land Records in Liber 2671, Folio 0239; and Mr. Manuel Espinosa, owner of property located at 732 East Pulaski Highway, Third Election District, Cecil County, Maryland, and identified on Tax Map 316, Parcel 170, consisting of approximately 0.592 acres, with improvements erected thereon, and further described in the Cecil County Land Records in Liber 1048, Folio 0621

 Mayor Alt declared the Public Hearing open at 12:05 p.m.

 Mr. David Plott, Esquire, stated he represents the property owners. He introduced project members Messrs. Tim Hoerner, Phil Hager and Eric McWilliams to the Board.

 Mr. George stated Annexation Resolution A2-2020 was introduced on May 27, 2020, and is before the Board for approval today. Mr. Plott stated that the two existing parcels will be combined into one parcel as part of the development process, adding that the existing buildings will be demolished prior to construction of a 7-11 convenience store.

 Ms. Minner stated the Maryland Department of Planning and Cecil County Department of Land Use and Development had no objections regarding the proposed annexation.

 Commissioner Givens questioned the timeline for completion of the project. Mr. McWilliams stated the group's goal to have permits in place within one year.

 Hearing no additional comments from the Board, Mayor Alt queried participants for comments. Hearing no comments from participants, Mayor Alt declared the Public Hearing closed at 12:12 p.m.

 **ACTION:** Annexation Resolution R2-2020 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Givens and approved by all present.

 **Town Administrator's Report**

 Mr. George reported that Comcast completed installation of telephone and internet service at the Neighborhood Community Center, adding that interior and exterior cameras are being installed. He stated final tasks will soon be completed, including sealing of the gym floor, landscaping and final asphalt/striping of the parking lot.

 Mayor Alt questioned the status of the Town's acquisition of the Armory.

 Mr. George stated the Maryland Historic Trust forwarded an easement agreement which he and Town Attorney Downs were reviewing.

 Mr. George announced the anticipated retirement of Chief Matthew Donnelly, effective August 31, 2020. He stated Captain Joe Zurolo will be appointed Acting Chief of Police until such time the position is filled by another candidate.

 **Commissioner Broomell's Report**

 Commissioner Broomell stated she and Commissioner Massimiano met with Ms. Blystone regarding the Town's Arts and Entertainment District. Commissioner Massimiano stated his suggestion of business owners displaying more merchandise outside.

 Commissioner Broomell requested painting of the Farmers Market pavilion. Mayor Alt expressed support for maintenance of the Farmers Market pavilion.

 Commissioner Broomell requested maintenance of the rain garden located behind the Farmers Market pavilion.

 **Commissioner Massimiano's Report**

 Commissioner Massimiano stated he met with Ed Dowell regarding creation of an arch at the top of the steps that lead from the Howard Street parking lot to Main Street.

 **Commissioner Givens' Report**

 Commissioner Givens questioned the timeframe for Police Officers participating in the Deferred Retirement Option Program (DROP). Mr. George stated the Officers participating in the DROP will retire in 2022.

 Commissioner Givens noted the passing of Mr. Dave Williams, a longtime business person who supported the community throughout his life.

 Mayor Alt queried the meeting participants for comments.

 Hearing no additional business to come before the Board, Mayor Alt adjourned the virtual meeting at 12:24 p.m.

L. Michelle Henson

Sr. Administrative Specialist

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.