**The Mayor and Commissioners**

**of the Town of Elkton**

June 17, 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.; 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 May 27, 2020 virtual 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 or amendments.

**ACTION:** The minutes of the May 29, 2020 special virtual 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 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 Broomell and approved by all present.

Mayor Alt questioned if the Town's current expenditures have been affected by the COVID-19 pandemic. Mr. Repole answered in the affirmative, stating expenditures are down.

**Budget Amendment 2020-09**

Mr. Repole presented Budget Amendment 2020-09 $786,763

Explanation:

To amend the General Fund Budget to reflect the passing of Resolutions R15-2019, Vehicle and Related Equipment Acquisition Loan ($656,000) and R4-2020, $2.8 Million Loan From the Sewer Fund to the General Fund for the Construction of the Neighborhood Community Center.

**ACTION:** Budget Amendment 2020-09 was approved on a motion made by Commissioner Broomell. The motion was seconded by Commissioner Givens and approved by all present.

**Budget Amendment 2020-10**

Mr. Repole presented Budget Amendment 2020-10 to amend the General Fund Budget by $500,000 to reflect the passing of Resolution R3-2020, Un-committing the Fund Balance for the Neighborhood Community Center Project.

**ACTION:** Budget Amendment 2020-10 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

**Budget Amendment 2020-11**

Mr. Repole presented Budget Amendment 2020-11 to recognize $252,985 which is the balance of the $800,000 Community Development Block Grant (CDBG) received in FY 20 and related expenditures for the Neighborhood Community Center Project.

**ACTION:** Budget Amendment 2020-11 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Piner and approved by all present.

**Bid Opening Project 2020-001 Route 279 Water Main Crossing**

Director of Public Works (DPW) Mr. J. Daniel Handley, P.E. stated the Town received (4) bids for Project 2020-001 Route 279 Water Main Crossing. He stated the project will provide a backup water line for businesses and residences in the Belle Hill Road Area.

Mr. Handley read the bids into the record of the minutes. The bid results are as follows:

|  |  |  |
| --- | --- | --- |
| **Name** | **Address** | **Bid Price** |
| A-Del Construction Company, Inc. | 10 A-Del Drive  Newark, Delaware 19702 | $ 100,000 |
| ECM Corporation | 12317 Riverview Road  Fort Washington, Maryland 20744 | $ 160,010 |
| Henkels & McCoy, Inc. | 985 Jolly Road  Blue Bell, Pennsylvania19422 | $ 87,150 |
| Reybold Construction, LLC | 2405 York Road Suite 201  Lutherville, Maryland 21093 | $ 105,600 |

Mr. Handley recommended preliminary award of the bid to apparent low bidder Henkels & McCoy, Inc., contingent upon review by KCI Technologies, the Town's engineer.

**ACTION:** The recommendation of preliminary award of the bid to apparent low bidder Henkels & McCoy, Inc., contingent upon review by KCI Technologies, the Town's engineer, was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

**Town Administrator's Report**

Mr. George presented Resolution R5-2020, as amended, providing for an extension of waiver of alcohol prohibition and extension of authorization for temporary use of parking spaces along Main Street by food service establishments, for discussion. He stated the Board approved Resolution R5-2020 on May 29, 2020, providing an alcohol waiver and the temporary use of parking spaces to accommodate outdoor dining for foodservice establishments. He stated the expiration date of the original resolution is June 28, 2020, and stated today's amended version is being presented for the Board to determine if the date will be extended.

Mayor Alt expressed support for extending Resolution R5-2020, stating outdoor dining has been a positive for downtown businesses.

Commissioner Massimiano expressed support for making outdoor dining a permanent fixture in the Downtown area.

Commissioner Piner expressed echoed Commissioner Massimiano's comments.

Mayor Alt expressed his desire for the Board to consider extending outdoor dining on a monthly basis. He recommended extending Resolution R5-2020 to August 12, 2020, which will provide the Board the opportunity to discuss at the August 5, 2020 meeting.

**ACTION:** Resolution R5-2020, as amended, providing for an extension of waiver of alcohol prohibition and extension of authorization for temporary use of parking spaces along Main Street by food service establishments, was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Givens and approved by all present.

**Proclamation P20-2020 Juneteenth**

Mr. George presented Proclamation P20-2020 Juneteenth for approval. He stated Proclamation P20-2020 recognizes the 19th of June as the anniversary of the date in 1865 in which the last area of the United States was emancipated. A copy of Proclamation P20-2020 was read and placed in the record of the minutes.

Commissioner Givens stated Elkton High School Principal Dr. David Foye expressed his desire for future partnerships with the Town in commemorating Juneteenth on an annual basis. Mayor Alt expressed support for such a partnership.

**ACTION:** Proclamation P20-2020 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

**Mayor Alt's Report**

Mayor Alt stated he attended a virtual meeting with community leaders from around Cecil County on June 16th to focus on issues in and around our area. He expressed his belief that we as a community will become stronger as we work together.

Mayor Alt stated Cecil County government has requested feedback regarding the County's Enterprise Zone. He asked the Board to read the announcement from the County and provide feedback.

**Commissioner Broomell's Report**

Commissioner Broomell requested maintenance of the alley behind Brown Street.

**Commissioner Massimiano's Report**

Commissioner Massimiano stated that he was impressed with the group of citizens that participated in the downtown march on June 13th. He said all were peaceful, adding that the march was well organized.

**Commissioner Givens' Report**

Commissioner Givens commended Chief Donnelly and the Elkton Police Department for their professionalism during the recent events.

**Commissioner Piner's Report**

Commissioner Piner expressed his appreciation to the Elkton Police Department for their service.

**Discussion - Neighborhood Community Center**

Mayor Alt stated he recently visited the nearly-complete Neighborhood Community Center, stating the facility is beautiful.

Mayor Alt stated he anticipates use by volleyball leagues, and questioned if additional receptacles for net standards should be installed. Discussion ensued regarding potential contract change orders and costs.

It was the consensus of the Board to utilize temporary volleyball net standards, versus installation of additional receptacles.

Mr. George stated the contractor is conducting moisture tests on the concrete floor to determine the appropriate time to install the floor.

**Public Comment**

Mr. Richard Lemen expressed support for the Elkton Police Department.

Mr. Lemen questioned when yard waste pickup will resume on a weekly basis. Mr. Handley stated weekly yard waste pickup will resume immediately.

Mr. Downs stated he has been appointed as Defense Counsel for the Cecil County Drug Court. He expressed support for the program, and stated the graduation ceremony is very rewarding to experience. He advised the Board that he will let them know when the next ceremony is scheduled.

Hearing no additional business to come before the Board, Mayor Alt adjourned the virtual meeting at 12:37 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.