

The Mayor and Commissioners of the Town of Elkton

MINUTES

January 15, 2014

The Mayor and Commissioners of the Town of Elkton (the "Board") held their second regularly scheduled meeting in January on this date at 7:00 p.m. The following persons were present: Mayor Joseph L. Fisona; Commissioners Charles H. Givens, Sr.; Charles E. Hicks, V; Mary Jo Jablonski and Earl M. Piner, Sr.; Town Administrator Lewis H. George, Jr.; Finance Director Steven H. Repole; Acting Chief of Police Matthew Donnelly; Administration Office Secretary L. Michelle Henson and Town Attorney H. Norman Wilson, Jr., Esquire.

Mayor Fisona called the meeting to order and led the Pledge of Allegiance.

ACTION: The minutes of the January 2, 2014 meeting were approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Hicks 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 Jablonski and approved by all present.

Budget Amendment 2014-004

Mr. Repole presented Budget Amendment 2014-004 to budget \$3,200 in funds received from Cecil Count Government and transferred to the William M. Singerly Steam Fire Engine and Hook and Ladder Company.

ACTION: Budget Amendment 2014-004 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

Budget Amendment 2014-005

Mr. Repole presented Budget Amendment 2014-005 to recognize \$14,500 in funds received from Nationwide Insurance in FY 2013, but not expended until FY 2014, for the purpose of rebuilding the damaged Heritage Drive wall.

ACTION: Budget Amendment 2014-005 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Hicks and approved by all present.

**Severn Trent Environmental Services
Water/Wastewater Treatment Services Report – Months of November and
December 2013**

Mr. Ken Benner, Area Manager, Severn Trent Environmental Services, presented the Water/Wastewater Treatment Services report for the months of November and December 2013. A copy of the report was placed in the record of the minutes.

Mr. Benner stated the issue with debris and rags entering the Colonial Ridge Sanitary Sewer Pump Station had been addressed via an upgrade. He added sanitary sewer pump stations at Patriots Glen had also been upgraded.

**Town Administrator's Report
Severn Trent EWWTP Big Elk SSPS Influent Screen Financing Proposal**

Mr. George, referring to issues regarding debris entering the Big Elk Sanitary Sewer Pump Station (SSPS), stated the Board had previously discussed the situation with Severn Trent Environmental Services, the Town's contracted Wastewater Treatment Plant (WWTP) operator. He stated Severn Trent recommended placement of an Influent Screen to remove debris prior to entering the pump station.

Mr. George stated Severn Trent offered \$200,000 in financial assistance to the Town regarding the SSPS Influent Screen project, which the Town could pay back in equal installments through the term of the existing contract, which expires on November 30, 2018. He stated Severn Trent offered another option, in which the Town would not be obligated to repay the \$200,000, contingent up the Board's approval of a 5-year extension of the existing contract through November 30, 2023.

Mayor Fisona stated he did not support extending the current contract through November 30, 2023. He stated he fully supported Severn Trent and was happy with their service however he did not want to obligate the Town to such a long-term agreement.

Commissioner Piner stated he supported extending the current contract through November 30, 2023, stating the Town had a long term, professional relationship with Severn Trent. He stated the Town would likely renew the contract at its current expiration of November 30, 2018, so it made sense to take advantage of Severn Trent's offer. He said the combination of \$200,000 from Severn Trent and \$110,000 from Cecil County greatly reduced the cost of the Influent Screen installation, estimated between \$300,000 and \$400,000.

Commissioner Givens asked Mr. George for his opinion regarding the proposal. Mr. George stated there were no issues with Severn Trent's service to the Town however contracts of this type were not typically drawn for long periods, such as the 10-year request by Severn Trent.

Commissioner Givens questioned how the existing contract would be amended. Mr. George answered the existing contract would be amended with language that addressed the new expiration date, as well as the financial contribution toward the Influent Screen installation project.

Discussion ensued regarding vendors with which the Town had long term working relationships.

Commissioner Hicks, referring to his comments at the January 8th workshop regarding Severn Trent's proposals, reiterated his statements supporting Severn Trent, saying their service was not questioned, however he did not favor extending the existing contract.

ACTION: The Severn Trent EWWTP Big Elk SSPS Influent Screen Financing Proposal, inclusive of Severn Trent's offer of \$200,000 financial assistance with no obligation for repayment contingent upon the Board's extension of the current contract through November 30, 2023, was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Jablonski. Mayor Fisona and Commissioner Hicks did not approve of the motion. The record of the vote is as follows:
Mayor Fisona: Nay
Commissioner Givens: Aye
Commissioner Hicks: Nay
Commissioner Jablonski: Second
Commissioner Piner: Motion

Cecil County Memorandum of Understanding – Cost-share for EWWTP Big Elk SSPS Influent Screen

Mr. George presented a Memorandum of Understanding (MOU) from Cecil County Government providing \$110,000 in cost-share funds for the EWWTP Big Elk SSPS Influent Screen. He stated the MOU had been executed by the County Executive. He stated the County's offer, combined with Severn Trent's proposal provided \$310,000 in funds for the Influent Screen project. He stated the entire cost of the project was unknown until engineering was completed.

Commissioner Piner, referring to the County's previous request for temporary capacity at the Town's WWTP, questioned if the properties for which the County wanted to provide sewer would be required to annex into Town. Mr. George stated annexation was a non-issue, as the County was not operating under the premise that the properties would be annexed. He added that it would behoove the Town to annex any property prior to providing sewer.

Commissioner Hicks, referring to the discussion at the January 8th workshop, questioned if it made sense to continue to gather flow data to determine capacity capability. Mr. George answered in the affirmative.

Mr. George questioned if the Board was interested in providing temporary capacity to the County. Discussion ensued regarding existing WWTP and sewer infrastructure capacity.

Commissioner Hicks stated he was in favor of continuing flow and infrastructure data, as he did not want to close the door on any potential added revenue.

Mayor Fisona requested a motion to accept the Memorandum of Understanding (MOU) from Cecil County Government providing \$110,000 in cost-share funds for the EWWTP Big Elk SSPS Influent Screen.

ACTION: The MOU from Cecil County providing \$110,000 in cost-share funds for the EWWTP Big Elk SSPS Influent Screen was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Hicks and approved by all present.

EWWTP Big Elk Creek Influent Screen Project – Authorization for Engineering and Bidding Project

Mr. George, referring to the previously discussed influent screen for the Big Elk Creek Sanitary Sewer, requested the Board's authorization to proceed with engineering and bidding services pertaining to the project. He stated Mr. Carl Kline, Regional Manager, Severn Trent Environmental Services, recommended ENTECH to perform the engineering and bidding services. Commissioner Piner questioned if the engineering services would be put to bid. Mr. George answered in the negative, stating the project was relatively simple and straightforward.

ACTION: The request for authorization for engineering and bidding services for the EWWTP Big Elk Creek Influent Screen Project was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

Fireworks Extravaganza July 4, 2014 Fireworks Proposal

Mr. George stated Fireworks Extravaganza, the Town's fireworks vendor, originally presented a proposal of \$15,330 for the July 4, 2014 fireworks display. He stated the company subsequently provided 2 additional proposals: the first was for \$7,000 and the second was for \$10,000. He added that the Parks & Recreation staff continued to solicit sponsors to offset the cost of the event.

Commissioner Jablonski stated she supported investing in the entire event, stating the economic impact resulting from visitors to the event was considerable. Commissioner Hicks concurred with Commissioner Jablonski's comments.

Discussion ensued regarding the consistently large attendance at the Town's July 4th fireworks events.

ACTION: The Fireworks Extravaganza July 4, 2014 proposal in the amount of \$15,330 was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Hicks and approved by all present.

Mayor Fisona stated he hoped the Town could obtain sponsors for the event.

Old Business

Mayor Fisona, referring to his efforts to obtain funding to reopen the Elkton Train Station, stated he spoke with Delegate Rudolph and Senator Hershey, asking them to request planning and engineering funding during the 2014 Legislative session. Commissioner Givens questioned the availability of parking spaces at the site. Mayor Fisona stated parking spaces could be leased from the bowling alley adjacent to the site.

Mayor Fisona's Report

Mayor Fisona, referring to the Cecil County Mayors Task Force, announced "Anonymous People", a documentary film about drug addiction, would be shown at the Elkton Municipal Building Community Room on March 6, 2014, and said other County municipalities were scheduled to show the film over the several months. He stated registration was required through the Cecil County Health Department at www.cecilcountyhealth.org.

Commissioner Jablonski's Report

Commissioner Jablonski reported numerous potholes on Bridge Street between Main Street and Route 40, adding the parking lot of the Big Elk Mall was also in need of repair.

Motion for a Closed Meeting

ACTION: Pursuant to State Government Article § 10-508 to discuss (1) (ii) any other personnel matter that affects one or more specific individuals; Commissioner Piner made a motion for a Closed Meeting. The motion was seconded by Commissioner Givens and approved by all present.

Mayor Fisona announced that the public meeting would not reconvene.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the meeting at 7:53 p.m.

L. Michelle Henson
Administration Office Secretary

AN AUDIO AND 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.