

The Mayor and Commissioners of the Town of Elkton

MINUTES

February 13, 2013

A public meeting (workshop) of the Mayor and Commissioners of the Town of Elkton (“the Board”) was held on this date at 4:00 p.m. with the following persons present: Mayor Joseph 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; Elkton Police Chief William E. Ryan; Planning Director Jeanne D. Minner; Director of Parks & Recreation Mary Magaw; Zoning Administrator J. Craig Trostle; Department of Public Works Director Daniel Handley; Administration Office Secretary L. Michelle Henson; and Town Attorney H. Norman Wilson, Jr.

Mayor Fisona called the workshop to order at 4:00 p.m.

Discussion – Way-Finding Signage

Ms. Jeanne Minner, Planning Director, distributed renderings of potential tourist area way-finding signs. She stated KCI Technologies, the Town’s engineering firm, needed the Board’s approval regarding signage design (font, color scheme, signage information, etc.) prior to submission of the signage to the State Highway Administration (SHA). Ms. Minner stated the signage would be placed at the intersections of Bridge Street (MD Route 213) and Elkton Road (MD Route 279); North Street (MD Route 268) and Elkton Road (MD Route 279); Bridge Street (MD Route 213) and MD Route 40; Delaware Avenue (MD Route 7D) and MD Route 40.

Discussion ensued regarding signage design. It was the consensus of the Board to incorporate design and metal work by Department of Public Works employee Ed Dowell.

Mayor Fisona stated he requested the initiation of a parking survey for Elkton, similar to surveys conducted in Wilmington, Delaware and Chesapeake City, Maryland. He stated the survey responses could be used to identify any issues with parking in Elkton.

Ms. Minner stated the survey information was posted on the Town’s Website and Facebook page. She said the Finance Department placed notices on water/sewer bills regarding the survey. She added the Elkton Alliance also advertised the survey.

Discussion ensued regarding the demographics of anticipated respondents.

Discussion – Elkton Recreation / Community Center – Clark Design Group

Messrs. Mark Clark and Richard Rinehart introduced themselves to the Board. Mr. Clark said the purpose of their appearance was to obtain the Board’s input regarding

the early design stages of the proposed Recreation / Community Center. He stated construction and engineering would be based on the early stage of the design.

Discussion ensued regarding the size of the basketball court. It was the consensus of the Board to construct an NCAA regulation basketball court. Discussion continued regarding the advantage of a larger court to accommodate larger groups.

Discussion ensued regarding outdoor lighting. Ms. Magaw stated lighting the fields was not a priority. Mr. Clark stated field lighting could be added at a later date.

Mr. Clark stated he would work to complete the plans and bid packets by June 2013.

Discussion ensued regarding addition of shower facilities. Mr. Clark stated he would obtain costs with and without shower facilities.

Discussion – Zoning Department Fiscal Year 2014 Budget

Mr. Craig Trostle, Zoning Administrator, presented the Zoning Department Fiscal Year 2014 Budget. A copy of Mr. Trostle's budget presentation was placed in the record of the minutes.

Mr. Trostle stated he was requesting additional funds to improve security in Town Hall.

Mr. Trostle stated his requests included, but were not limited to, funding for an additional Code Enforcement Official, staff training and continuing education, increased Attorney fees and increased postal fees.

Discussion – Department of Public Works Fiscal Year 2014 Budget

Mr. Daniel Handley, Director, Department of Public Works (DPW), presented the DPW Fiscal Year 2014 Budget. A copy of Mr. Handley's budget presentation was placed in the record of the minutes.

Mr. Handley stated his requests included, but were not limited to, funding for additional seasonal workers, replacement of vehicles and equipment, and changes to the Town's yard waste pick up procedures.

Mr. Handley stated the Town's costs associated with collection of yard waste continued to rise. He suggested implementation of a paper "yard waste bag" which would contain the material until picked up by DPW. He said placing yard waste in storm drains created many issues, from clogged drains during storm events to flow of fertilizers and animal waste into the Town's storm system, and eventually into the Chesapeake Bay.

Discussion ensued regarding public education of implementation of bagging yard waste.

General Discussion

Mr. Steven Repole, Finance Director, advised the Board that the 2013 Constant Yield Tax Rate increased approximately 6 cents due to an 11% decrease in total assessments.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the meeting at 6:25 p.m.

L. Michelle Henson
Administration Office Secretary

A RECORDING OF THIS MEETING RETAINED
AT THE ADMINISTRATION OFFICE