

## The Mayor and Commissioners of the Town of Elkton

### MINUTES

March 19, 2014

The Mayor and Commissioners of the Town of Elkton (the "Board") held their second regularly scheduled meeting in March 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. (arriving at 7:05 p.m.); 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 March 5, 2014 meeting were approved on a motion made by Commissioner Givens. 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 Jablonski. The motion was seconded by Commissioner Givens and approved by all present.

### **Budget Amendment 2014-006**

Mr. Repole presented Budget Amendment 2014-006 to recognize the transfer of \$5,475 in Seized Funds for the replacement of the hot water boiler at 101 East Main Street.

**ACTION:** Budget Amendment 2014-006 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

Commissioner Givens questioned which company replaced the hot water boiler. Mr. George responded Crouse Brothers, HVAC replaced the equipment. Commissioner Hicks questioned if the hot water boiler replacement had been placed to bid. Mr. George responded in the negative, stating the replacement was an emergency situation.

### **Certificate of Special Recognition**

Elkton Police Department Sergeant Angelo Gifafes

Mayor Fisona presented a Certificate of Special Recognition to Elkton Police Department Sergeant Angelo Gifafes who, in September 2013, successfully performed life-saving measures on an Elkton resident.

Mayor Fisona asked Mr. George to present items from the Town Administrator's Agenda in the interim prior to the start of the Public Hearing.

### **Town Administrator's Report**

#### **Hertrich Properties XII Public Works Agreement – Presented for Approval**

Mr. George presented the Hertrich Properties XII Public Works Agreement (PWA) for approval. He stated the agreement pertained to public improvements, including a water main, a water lateral, and 2 fire hydrants, at the new dealership located at 1147 East Pulaski Highway. He said the Town received a Letter of Credit from Hertrich, which guaranteed the installation of the public improvements.

**ACTION:** The Hertrich Properties XII PWA was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

#### **Elkton Alliance Request for Waiver of Alcohol Prohibition Citizen of the Year Banquet March 27, 2014**

Mr. George presented a request from the Elkton Alliance for a waiver of the Town's Alcoholic Beverage Restriction Ordinance in order to permit public consumption of alcohol during the Citizen of the Year Banquet, held in the Elkton Municipal Building's Community Room on March 27, 2014.

**ACTION:** The request from the Elkton Alliance for a waiver of the Town's Alcoholic Beverage Restriction Ordinance for the Citizen of the Year Banquet, held at the Elkton Municipal Building Community Room on March 27, 2014, was approved on a motion made by Commissioner Givens. Commissioner Hicks seconded the motion. Commissioner Jablonski abstained from the vote. The record of the vote is as follows:

Mayor Fisona: Aye

Commissioner Givens: Motion

Commissioner Hicks: Second

Commissioner Jablonski: Abstain

Commissioner Piner: Aye

### **Public Hearing**

Community Development Block Grant Project MD-13-CD-9 Update

Belle Hill Water Tower Rehabilitation Project 2013-001

Located at 311 Belle Hill Road, Elkton, Maryland

Ms. Jeanne Minner, Director of Planning

Mayor Fisona declared the Public Hearing open at 7:10 p.m.

Ms. Jeanne Minner, Director of Planning, stated the purpose of the Public Hearing was to provide an update regarding the Belle Hill Water Tower Rehabilitation Project, and to give citizens the opportunity to comment on the project.

Ms. Minner read and placed a prepared statement into the record of the minutes.

Mayor Fisona queried the audience for comments for or against the Belle Hill Water Tower Rehabilitation Project. Hearing no comments from the audience, Mayor Fisona declared the Public Hearing closed at 7:13 p.m.

Commissioner Givens, referring to the corrosion-resistant interior of the water tank, questioned the lifespan of the material. Mr. George stated the corrosion-resistant material should last approximately 20 years.

### **Town Administrator's Report (continued)**

#### **Resolution R3-2014 Debt Refinancing Loan**

Mr. George presented Resolution R3-2014, Debt Refinancing Loan, for approval. He stated the purpose of Resolution R3-2014 was to authorize a loan from PNC Bank to refinance debt in the General Fund in the not-to-exceed amount of \$1,423,261.18 at 2.35% interest. Mr. George read and placed a copy of Resolution R3-2014 into the record of the minutes.

Commissioner Givens, noting the amount of time involved with obtaining the loan from PNC, stated he hoped for an improved relationship with the bank. He asked if the Town had a "go to" person for future business. Mr. Repole responded in the affirmative, stating Mr. Raymond Hamm, VP, was instrumental in moving the process forward.

Commissioner Piner concurred with Commissioner Givens' statements expressing hope for more responsive communication from PNC Bank in the future, stating face to face communications were more efficient than email or telephone.

Commissioner Hicks concurred with Commissioner Givens and Piner, stating the Town should investigate other banks for competitive rates, should the situation arise in the future.

**ACTION:** Resolution R3-2014, Debt Refinancing Loan, was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Givens and approved by all present.

### **Proclamation P5-2014 National Service Recognition Day**

Mr. George presented Proclamation P5-2014, National Service Recognition Day, for approval. He stated the purpose of Proclamation P5-2014 was to recognize April 1, 2014 as National Service Recognition Day, honoring community volunteerism.

**ACTION:** Proclamation P5-2014 National Service Recognition Day was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Givens and approved by all present.

### **Old Business**

Commissioner Hicks, referring previous discussions regarding new “Welcome to Elkton” signage, questioned the condition of the sign placed at Route 40, facing eastbound traffic entering Elkton. He said the sign was in need of replacement.

Mayor Fisona stated the Town originally talked with the State Highway Administration (SHA) regarding upgrades to the signs at no expense to the Town however SHA was unable to provide funding. He stated the replacement sign was placed by SHA at a lower expense. Commissioner Hicks stated the sign was not in good condition, and asked that it be improved.

Mr. George stated he needed the Board’s authority to initiate upgrades to the existing sign. Commissioner Jablonski stated she recently submitted a grant application for gateway signs welcoming motorists to Elkton.

Commissioner Piner requested that the Town’s after-hours answering service include a message advising residents of weather-related trash/recycling pickup schedule interruptions, when warranted.

Commissioner Jablonski, referring to the March 12, 2014 workshop discussion in which American Home Energy presented an Energy Assessment of the Elkton Municipal Building, Parks & Recreation and Department of Public Works, asked the Board for input regarding the assessment and proposal to upgrade facility lighting.

Commissioner Piner stated the Town could start saving money immediately by encouraging energy conservation.

Commissioner Hicks, referring to the workshop discussion, stated the American Home Energy representatives indicated an assessment could be performed on exterior lighting during the planned updated assessment walk-through.

### **Mayor Fisona's Report**

Mayor Fisona stated he received a letter from Philip B. Scott, President of Singerly Fire Company, expressing appreciation for the efforts of the Town, Severn Trent Environmental Services and KCI Technologies in addressing water pressure issues at Station 13.

Mayor Fisona stated the he, Cecil County Principal Planner Mr. Tony DiGiacomo, WILMAPCO Senior Planner Mr. David Gula and Town Administrator Mr. Lewis George traveled to Annapolis to testify on behalf of Senators Hershey and Jacobs. He stated the Senators drafted a bill which included extending the MARC Line to Elkton by 2020.

### **Commissioner Hicks' Report**

Commissioner Hicks, referring to the letter from Singerly Fire Company President Phillip Scott, commended those involved for correcting the issue.

Commissioner Hicks stated he had not received any comments from the public regarding the Town's new website, but thought it looked nice.

Commissioner Hicks stated he was disappointed in the cancelation of the Elkton Citizen Police Academy, which was due to low enrollment, adding that publicity may increase future participation.

### **Commissioner Givens' Report**

Commissioner Givens, referring to the above-average snowfall and below-average temperatures this winter, questioned how the resultant potholes would be addressed. Mr. George stated all streets would be inspected and potholes would be saw-cut and repaired with hot-mix asphalt when weather permitted.

Commissioner Givens, referring to a former pizza shop at the intersection of Bow and Main Streets, asked Commissioner Jablonski if she was aware of plans for the building. Commissioner Jablonski stated there were ongoing renovations inside, and there had been inquiries from restaurateurs regarding the building.

### **Public Comment**

Mr. Richard Lemen, referring to previous discussions between the Town and Cecil County regarding the County's request for temporary sewer capacity, asked for an update on the discussions. Mr. George responded that KCI Technologies, the Town's engineering firm, after reviewing the sanitary sewer flow data, determined the Town could not accommodate the County's request, due lack of available capacity. He stated a factor in limiting the capacity was Inflow and Infiltration (I & I), which was the result of

stormwater flowing directly and indirectly into the system, and noted that the issue had to be addressed before any additional capacity could be considered. Mr. Lemen questioned the timeline of addressing the I & I issue. Mr. George stated the process would be involved and time consuming, and he could not predict a timeframe in which I & I could be addressed and corrected.

Mr. Lemen, referring to the March 12, 2014 workshop discussions regarding the Town's Employee Handbook, stated he agreed with Commissioner Piner's comments that the Human Resources Director should present the manual to employees in conjunction with Department Heads.

Mr. Lemen, referring to the March 12, 2014 workshop discussion regarding the energy walk-through assessment and resultant proposal from American Home Energy, expressed support for the project. He stated the return on energy savings was worth the Town's investment.

Mr. Lemen asked Commissioner Jablonski if she had received follow-up from Delmarva Power regarding her query about upgrades to the Main Street Walkway. Commissioner Jablonski stated Delmarva Power, and American Home Energy, were looking for upgraded lights for the walkway.

Mr. Lemen stated the public needed to be reminded of the May 27, 2014 Municipal Election, held at the Elkton Municipal Building at 100 Railroad Avenue. He stated the public should be encouraged to vote.

Mr. Lemen stated he reviewed Fiscal Years 2013 & 2014 Budgets, commending the Town for working to keep costs down.

Mr. Robert Litzenberg stated the entire Board should have been involved in discussions with PNC Bank regarding the refinancing loan. Mr. George stated the Board was limited to 2 members attending the meeting due to State of Maryland Open Meetings regulations.

Mr. D. J. Van Reenen commended staff from the Department of Public Works for quickly responding to his recent request for service.

Mr. Van Reenen, referring to a proposed stand-alone power generating facility in Newark, Delaware, questioned if anyone from the Town was involved in discussion regarding the proposed facility. Mayor Fisona answered in the negative. Mr. George stated Delaware and Maryland regulatory agencies would advise Elkton officials of any impacts regarding the proposed facility.

Commissioner Jablonski stated Cecil County's Office of Economic Development communicated with Newark, Delaware officials and kept the County updated.

Mr. Van Reenen, referring to the newly-opened Minihane's Pub, stated he was happy to see the business was succeeding, and questioned what the Town and/or Elkton Alliance was doing to encourage business in the downtown area. Commissioner Jablonski stated the Alliance was working with downtown landlords to improve their properties, inviting Mr. Van Reenen to the Alliance to discuss downtown business activities.

Mr. Van Reenen questioned if the Town contracted American Home Energy or if the energy assessment proposal had been placed to bid. Mr. George stated the incentive proposal was an agreement between American Home Energy and Delmarva Power. Commissioner Jablonski added that American Home Energy was the first vendor to obtain certification under the Maryland Empower Program.

Mr. Van Reenen questioned what the Town was doing to attract large businesses to Elkton. Ms. Jeanne Minner, Director of Planning, stated the Town's Planning Department interfaced with the public as well as Cecil County regarding potential business interests. She stated the Alliance worked with smaller, downtown business entities, while the Town's Planning Department worked with Cecil County's Office of Economic Development regarding larger businesses. She added that the Town expanded its Enterprise Zone in 2013.

Mr. Van Reenen questioned if use of the Elkton Municipal Building's Community Room was free to organizations. Mr. George stated the Parks & Recreation Department rented the room to for-profit organizations, and did not charge non-profits for use of the room.

### **Motion to Adjourn**

Hearing no additional business to come before the Board, Mayor Fisona requested a motion to adjourn the meeting.

**ACTION:** The request to adjourn the meeting was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

Mayor Fisona adjourned the meeting at 8:03 p.m.

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L. Michelle Henson  
Administration Office Secretary

Mayor and Commissioners Meeting Minutes

March 19, 2014

Page 8 of 8

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](http://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.