

## The Mayor and Commissioners of the Town of Elkton

### MINUTES

April 3, 2013

The Mayor and Commissioners of the Town of Elkton (the "Board") held their first regularly scheduled meeting in April on this date at 7:00 p.m. The following persons were present: Mayor Joseph L. Fisona; Commissioners Charles E. Hicks, V; Charles H. Givens, Sr.; 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 Minner; Public Works Director Daniel Handley; Stormwater Program Manager Sidney Ojofeitimi; 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 20, 2013 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 Piner and approved by all present.

### **Yard Waste Program Update**

Messrs. Daniel Handley, Department of Public Works Director, and Sidney Ojofeitimi, Stormwater Program Manager, introduced themselves to the Board. Mr. Handley stated the purpose of their appearance was to provide an update regarding proposed changes to yard waste pickup services provided by the Department of Public Works (DPW). Mr. Ojofeitimi provided a Power Point Presentation of the proposed changes, a copy of which was placed in the record of the minutes. Mr. Ojofeitimi stated the Maryland Department of the Environment (MDE), through the Watershed Implementation Program (WIP), required municipalities to lower Nitrogen and Phosphorus that could potentially enter the Chesapeake Bay. He stated the Town of Elkton's program for yard waste pickup advised residents to place yard waste in the street near the curb. He said this practice allowed yard waste, fertilizer and other pollutants to enter the Town's stormwater infrastructure, eventually traveling to waters of the Bay. Mr. Ojofeitimi stated the Town needed to initiate changes to its yard waste removal program in order to comply with state regulations, and cautioned the Town could face penalties in the future for non-compliance.

Commissioner Givens questioned the amount of staff and equipment that were required for yard waste collection. Mr. Handley stated DPW staff utilized a dump truck with a chipper and a truck equipped with a vacuum, and a backhoe when material was

mixed and/or wet. He said he incrementally increased staff for yard waste removal as needed, adding that a team that started at 2 employees could grow upwards of 15 employees, based on variables such as rain and storm events, and early warm weather, which caused grass to grow quickly. Mr. Ojofeitimi added when staff was removed from regular duties to address yard waste removal, other citizen services are affected.

Commissioner Hicks questioned if the proposed changes would affect grass and brush pickup. Mr. Handley stated he wanted to concentrate on grass removal initially.

Commissioner Jablonski, referring to Mr. Handley's recommendation that grass clippings should be bagged in paper bags designed for yard waste, stated she appreciated improving efficiency of yard waste pickup, and expressed concerns regarding the cost of the bags. She stated while some residents would consider the cost of the bags nominal, there were many residents to whom the expense would be too high. Commissioner Jablonski questioned if residents could use a container vs. disposable bags. Mr. Handley stated the paper bags would be accepted at the Cecil County Landfill, but containers would have to be emptied into trucks, leading to double-handling of materials. Mr. Handley stated the goal of the proposed changes was to reduce the amount of staff taken from other duties to address yard waste during the height of the growing season.

Discussion ensued regarding the amount of material the bags could hold.

Commissioner Hicks expressed support for the proposed changes, questioning how the changes would be presented to the community. Mr. Handley stated he planned to initiate a pilot program in select neighborhoods.

Commissioner Piner expressed concerns regarding the pickup schedule. He said if residents placed the bags out several days prior to collection, they could get wet and break, resulting in material falling in the street. Mr. Handley stated the paper bags were very sturdy, and displayed a bag that had been exposed to the weather since March 7<sup>th</sup>. Mr. Handley stated DPW picked up over 68 tons of yard waste in 2012, stating use of the vac truck and other equipment resulted in double-handling of the material. He stated the bags reduced the amount of handling, increasing staff efficiency.

Discussion ensued regarding the number of times per week DPW would pick up yard waste.

Commissioner Jablonski questioned if DPW would provide the first supply of bags to residents to initiate the program.

Discussion continued regarding yard waste pickup programs from other municipalities.

Ms. Jeanne Minner, Planning Director, stated it was counter-productive to contract a street sweeper, then direct citizens to place yard waste in the street.

### **Proclamation P6-2013 – Sexual Assault Awareness Month**

Mayor Fisona asked Mr. George to present Proclamation P6-2013 prior to the presentations of the Town's Enterprise Zone application and Fair Housing Month Proclamation.

Mr. George presented Proclamation P6-2013 – Sexual Assault Awareness Month. A copy of Proclamation P6-2013 was placed in the record of the minutes.

**ACTION:** Proclamation P6-2013 – Sexual Assault Awareness Month, was accepted on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Hicks and approved by all present.

Ms. Renise McCraw, representing Cecil County Department of Social Services (DSS), accepted the Proclamation on behalf of DSS.

### **Resolution R2-2013 – Designation of Enterprise Zones**

Ms. Jeanne Minner, Planning Director, stated the Town participated with Cecil County's Enterprise Zone Designation Program, which was due to expire in 2013. She stated the purpose of her appearance was to present a new application, which included all industrial properties in Elkton. She stated the application included a Resolution establishing the Enterprise Zone.

Ms. Minner stated the Enterprise Zone provided tax abatement on the assessed value of improvements made to industrial properties within the zone. She stated the program offered tax credits in exchange for businesses investing in the Town.

Commissioner Jablonski commended Ms. Minner for the application.

Ms. Minner read Resolution R2-2013 – Designation of Enterprise Zones, and a copy was placed into the record of the minutes.

**ACTION:** Resolution R2-2013 – Designation of Enterprise Zones, was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

### **Proclamation P5-2013 – Fair Housing Month**

Ms. Minner stated the Fair Housing Act, enacted in 1968, guaranteed the right of all Americans to fair and equitable housing. She stated April 2013 had been designated Fair Housing Month by the Department of Housing and Urban Development. She presented Proclamation P5-2013 – Fair Housing Month, for the Town of Elkton. Ms. Minner read the Proclamation, and a copy was placed into the record of the minutes.

**ACTION:** Proclamation P5-2013 – Fair Housing Month, was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Hicks and approved by all present.

Commissioner Hicks stated Ms. Cynthia Osborne, Executive Director of the Elkton Housing Authority, requested to be included in future Fair Housing Month activities.

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

Mr. George, referring to the Town's Water Tower Rehabilitation Program, stated the Belle Hill structure was the third tank on the agenda. He stated KCI Technologies, Inc., (KCI) the Town's engineering firm, utilized an inspection of the tank's exterior to determine the cost to bring the tank up to standard, estimated at \$784,000. Mr. George added that Ms. Minner obtained \$500,000 in Community Development Block Grant funding for the project. He introduced Ms. Lijie Li, P.E., of KCI. He said the purpose of her appearance was to answer any questions the Board may have regarding the project, as she was lead engineer for the Belle Hill Tower Rehabilitation Project.

Mr. George requested that the Board authorize KCI to prepare the specifications and provide engineering services and inspections for the Belle Hill Water Tower Rehabilitation Project.

**ACTION:** The request to authorize KCI to prepare the specifications and provide engineering services and inspections for the Belle Hill Water Tower Rehabilitation Project was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Givens and approved by all present.

### **Old Business**

Commissioner Hicks questioned the status of the addition of a left turn signal from eastbound Route 279 to northbound Walnut Lane. Mr. George said the State Highway Administration (SHA) installed the left turn signal and it was operational.

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

Mayor Fisona reported the left hand turn signal from eastbound Route 40 to northbound Melbourne Boulevard was malfunctioning. Mr. George stated he would contact SHA.

Mayor Fisona stated the Town received notice from the Maryland Emergency Management Administration (MEMA) that the Town would receive \$32,342.94 in reimbursement for cleanup associated with Hurricane Sandy. He said the reimbursement was 75% of eligible costs associated with the cleanup. Mr. George stated Messrs. Handley and Repole worked diligently to obtain the reimbursement funds.

Mayor Fisona reported that Delmarva Power had initiated its “Smart Meter” program in Elkton.

### **Commissioner Jablonski’s Report**

Commissioner Jablonski stated local business owner Mr. James Nicholson approached the Board last July to request a waiver of the Town’s Alcoholic Beverage Restriction Ordinance in order to for him to sell alcoholic beverages for public consumption during monthly Classic Car Shows downtown. She asked if the Board would grant the waiver for the 2013 Classic Car Shows on the following dates: April 25, May 23, June 27, July 25, and August 22, 2013. Mr. George stated he would present the waiver at the April 17, 2013 Mayor & Commissioners meeting.

Commissioner Jablonski stated the Elkton Alliance would participate in the “Paint the Town Purple” event as part of the May 2013 Cancer Awareness Month activities. She said the event included participants being “jailed” in order to raise funds. She stated everyone was welcome to participate.

Commissioner Jablonski stated the Boys & Girls Club, located at 132 East High Street, was celebrating its dedication on April 13, 2013, and invited the Board to attend. She stated the Mareska family, donors of the building, planned to attend the ceremony.

Commissioner Jablonski announced the Cecil Business Expo was scheduled on April 4, 2013 at Singerly Fire Hall. She stated free workshops were planned for the afternoon.

### **Commissioner Givens’ Report**

Commissioner Givens asked Mr. George to confirm that the Human Resources Office remain open and accessible throughout the day.

Commissioner Givens commended Mr. Ojofeitimi for his work on the Yard Waste Power Point presentation.

### **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 Jablonski. The motion was seconded by Commissioner Givens and approved by all present.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the meeting at 8:18 p.m.

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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](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.