

The Mayor and Commissioners of the Town of Elkton

MINUTES

August 14, 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; Department of Public Works Director J. 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 – Virtual Town Hall

Mayor Fisona introduced Mr. Bill Letsky, Vice President, Virtual Town Hall (VTH) to the Board. He stated he met Mr. Letsky at the Maryland Municipal League Summer Convention (MML) and invited him to demonstrate VTH’s Website design and support services to the Board.

Mr. Letsky provided a Power Point Presentation overview of VTH’s Website design and support services.

Bid Opening – Belle Hill Water Tower Rehabilitation Project 2013-001

Mr. George stated the Town received (4) bids for the Belle Hill Water Tower Rehabilitation Project 2013-001. He unsealed and read the bid amounts into the record of the minutes. The Bid results were as follows:

Name	Address	Bid Price
K & K Painting and Construction Co.	1704 Joplin Street Baltimore, Maryland 21224	\$419,000
Amstar of WNY, Inc.	825 Rein Road Cheektowaga, New York 14225	\$701,000
Utility Service Co., Inc.	535 Courtney Hodges Blvd. Perry, Georgia 31069	\$671,400
Titan Industrial Services, Inc.	4054 North Point Road Baltimore, Maryland 21222	\$476,000

Mr. George stated the bids would be reviewed by KCI Technologies, Inc., the Town’s engineer, and the recommendation of award would be announced at the August 21, 2013 Mayor and Commissioners Meeting.

Discussion – Department of Public Works FY 2014 & FY 2015 Budgets

Mr. Repole stated preliminary data suggested Fiscal Year 2013 Expenditures exceeded Revenues by \$1 million.

Mr. Daniel Handley, Director of the Department of Public Works (DPW), stated activities such as utility work and general maintenance could be planned and budgeted, while emergencies such as water main breaks required a reactive response, and were difficult to budget.

Commissioner Jablonski interjected her appreciation to DPW staff for cleanup of a recent water main break and storm debris. Mr. Handley stated he would pass along her comments, adding invaluable experience made up the respective crews within DPW.

Mayor Fisona questioned the amount of overtime costs. Mr. Handley reiterated his comments regarding emergency response, saying overtime could not be controlled in such circumstances.

Commissioner Jablonski questioned if Mr. Handley anticipated any expenses not already budgeted for Fiscal Year 2014. Mr. Handley stated DPW's dump trucks would eventually have to be replaced.

Mr. Handley stated trucks at the end of their services lives would be replaced and sold at auction. He said the Sewer Vac truck was 8 years old and near its end of service life. He added that the Sewer Vac truck saved the Town many thousands of dollars by locating utility lines, sewer clean outs, etc.

Mr. Handley stated DPW was fully stocked with road salt. He stated Mr. Mike Cooper did a great job comparing supply costs.

Mayor Fisona questioned if Mr. Handley had any suggestions for lowering costs. Mr. Handley stated the Town's Yard Waste Collection Program, while popular, was a big expense. He stated residents often mixed other materials in with grass clippings, creating unnecessary wear and tear on equipment, as well as potential dangers to employees.

Discussion ensued regarding modification of the yard waste collection schedule.

Discussion – Vacant Building Ordinance

Mayor Fisona expressed concerns regarding vacant buildings within Elkton's town limits, stating it was time to come up with a solution to deal with the issue.

Discussion ensued regarding a list of 106 vacant properties, which was created and maintained by Code Enforcement. Mayor Fisona, referring to a foreclosed property in his neighborhood, stated the property was being maintained by a contractor hired by the mortgage company.

Commissioner Jablonski, referring to a previous meeting at which the proposed Vacant Building Ordinance was discussed, stated it was the consensus of the Board at that meeting to include the Zoning Administrator J. Craig Trostle and Code Enforcement Official John Smith in the discussions. Noting the Zoning Administrator's excused absence, she stated the discussion should be postponed until his return. Commissioner Givens agreed with Commissioner Jablonski, stating Messrs. Trostle and Smith were the experts on the subject.

Commissioner Piner added the Town's Attorney should also be included in discussions with Messrs. Trostle and Smith. He stated the Town already had ordinances to address code violations.

Commissioner Hicks stated it was important to have ordinances in place that protected the Town and property owners. He stated he understood that buildings might be temporarily vacant for a certain amount of time however it was the Board's responsibility to keep the Town viable and to keep properties from becoming blighted. He stated the Town's current Ordinances addressed properties that were blighted. He stated he wanted to draft an ordinance that required owners to provide a plan for the property, such as rental or sale, that also addressed vacant properties prior to deterioration to the point of becoming blight.

Discussion ensued regarding safe access to boarded properties.

Commissioner Jablonski stated Messrs. Trostle and Smith could review the current Ordinances with the Board and point out what was needed to further the Town's goals of eliminating blighted properties.

Mr. George suggested the Board provide a clear definition of "vacant" and "blighted" properties in order to achieve its goal of addressing blight.

Discussion

Mayor Fisona advised the Board Congressman Andy Harris was scheduled to speak on September 12, 2013 at the Cecil County Administration Building.

Commissioner Jablonski stated Cecil County Tourism invited Cecil municipalities to participate in the Octoberfest event at Aberdeen Proving Ground. She stated it was a positive family event.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the workshop at 5:39 p.m.

Mayor and Commissioners Workshop Meeting Minutes

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L. Michelle Henson
Administration Office Secretary

AN AUDIO RECORDING OF THIS MEETING IS RETAINED AT THE
ADMINISTRATION OFFICE