

## The Mayor and Commissioners of the Town of Elkton

### MINUTES

August 15, 2012

The Mayor and Commissioners of the Town of Elkton (the "Board") held their second regularly scheduled meeting in August 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; Elkton Police Chief William E. Ryan; Director of Planning Jeanne D. Minner; Director of Public Works J. Daniel Handley, P.E.; 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.

### Notice of Closed Meeting

On Wednesday, August 8, 2012, at 4:05 p.m., during a regularly scheduled workshop meeting of the Mayor and Commissioners of the Town of Elkton (the "Board"), a Closed Meeting was requested and approved by all present pursuant to State Government Article § 10-508 (7) to consult with counsel to obtain legal advice on a legal matter. Attendance: 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.; Chief of Police William E. Ryan; Administration Office Secretary L. Michelle Henson and Town Attorney H. Norman Wilson. Ms. Elisabeth Beekman and Messrs. Kevin Karpinski, Esquire and Matthew Peters, Esquire, were also in attendance on behalf of the Town's insurer, the Local Government Insurance Trust.

**ACTION:** The minutes of the August 1, 2012 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 Piner. The motion was seconded by Commissioner Jablonski and approved by all present.

### Budget Amendment 2013-001

Mr. Repole presented Budget Amendment 2013-001 to recognize, within the Human Resources Department, the transfer of the amount budgeted for Minor Equipment and the projected savings in Office Supplies (\$1500) into Contracted Services for the purpose of leasing a Xerox Work Centre copier/scanner.

**ACTION:** Budget Amendment 2013-001 was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Givens and approved by all present.

**Public Hearing – Annexation A4-2012 Belle Hill Manor LP**

Annexation of 11 +/- acres located at Belle Hill Road  
Identified as Tax Map 0303, Parcels 1131; 1132; 1128

Mayor Fisona declared the Public Hearing open at 7:06 p.m.

Mr. Dwight Thomey, Esquire, representing Stavrou Associates, introduced himself and Messrs. Steve Moore and Scott Link, Stavrou Associates.

Mr. Thomey stated water would be provided to the annexed area by Artesian Water Maryland, and the Town would provide sewer service.

Ms. Jeanne Minner, Director of Planning, stated the Town's Planning Commission recommended approval of Annexation A4-2012 at their August 13, 2012 meeting. She read a synopsis of the recommendation, a copy of which was placed in the record of the minutes.

Mayor Fisona queried the audience for comments regarding Annexation A4-2012.

Mr. Robert Litzenberg asked for clarification regarding water and sewer service to the property. Mr. George stated Artesian Water Maryland would provide water service to the property, as it is located within Artesian Water Maryland's franchise area.

Ms. Becky McKinney asked for clarification regarding sewer service to the property. Mr. George confirmed that the Town would provide sewer service to the property.

Mayor Fisona queried the Board for comments regarding Annexation A4-2012. There were no comments from the Board regarding Annexation A4-2012.

Hearing no additional comments, Mayor Fisona declared the Public Hearing closed at 7:12 p.m.

**ACTION:** Annexation A4-2012 Belle Hill Manor LP was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

**Public Hearing – Ordinance 6-2012 Amending the Town of Elkton Zoning Ordinance – Clinics – Presented for Introduction**

Mayor Fisona declared the Public Hearing open at 7:13 p.m.

Ms. Minner stated the Board previously requested information regarding amending the Town of Elkton Zoning Ordinance with regard to clinics. She stated the Zoning Administrator and Town Counsel reviewed the proposed amendment to the Ordinance. She stated the Town's Planning Commission held a Public Hearing on the proposed changes on August 13, 2012, and recommended approval of the amendments. Ms. Minner read a copy of the proposed changes, a copy of which was placed in the record of the minutes.

Mayor Fisona queried the audience for comments regarding Ordinance 6-2012. There were no comments from the audience regarding Ordinance 6-2012.

Mayor Fisona queried the Board for comments regarding Ordinance 6-2012. There were no comments from the Board regarding Ordinance 6-2012.

Hearing no additional comments, Mayor Fisona declared the Public Hearing closed at 7:17 p.m.

**ACTION:** Ordinance 6-2012 Amending the Town of Elkton Zoning Ordinance – Clinics was approved for introduction on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Hicks and approved by all present.

**Project 2012-005 Road Restoration**

**J. Daniel Handley, P.E., Director of Public Works**

**Todd Frey, P.E., KCI Technologies**

Messrs. J. Daniel Handley, P.E., Director of Public Works, and Todd Frey, P.E., KCI Technologies, Inc., introduced themselves to the Board.

Mr. Handley outlined the Town's proposed Road Restoration Project (Project 5-2012), which included milling, paving, sidewalk replacement, repair and renovation in specific areas of Elkton. Mr. Frey provided a Power Point presentation outlining the project, a copy of which was placed in the record of the minutes.

Mr. Frey stated representatives of the Providence United Methodist Church had expressed concerns regarding loss of parking spaces due to the installation of a bump out near the church. He stated installation of the bump out adjacent to the church had been removed from the project.

Commissioner Piner questioned the necessity of bump outs. Mr. Frey stated that bump outs were used for traffic calming by narrowing the roadway while maintaining the width needed for safe travel. He added that bump outs, which were placed at crosswalks, shortened the distance for pedestrians to cross the street.

Commissioner Piner expressed concerns regarding snowplows maneuvering around the bump outs. Mr. Frey acknowledged Commissioner Piner's concerns, stating the bump outs worked best for pedestrian safety.

Commissioner Jablonski expressed concern regarding the loss of on-street parking spaces in front of Elkton Gas. Mr. Frey stated he did not see the spaces utilized during the time he spent in the area.

Commissioner Piner questioned if the bump outs would interfere with established bicycle lanes. Mr. Frey stated bicycle lanes would be accommodated by making the bump outs smaller.

Commissioner Jablonski expressed concerns regarding road closures during the project. Mr. Frey stated the streets that had adequate widths would have single lane closures during the project.

Commissioner Givens, noting that representatives from the Providence United Methodist Church were in attendance, questioned if their concerns had been addressed. Mr. Russell Brown stated the church's concerns had been addressed.

Mr. Brown stated the view of a stop sign, located on the southwest corner of the intersection of East High and South Streets, was blocked by a telephone pole. Mr. Frey stated he would address the issue.

### **Old Business**

Commissioner Givens questioned if a new "stop" sign was being installed on Main Street at the intersection of Bow and Main. Mayor Fisona said the State Highway Administration (SHA) was scheduled to attend the September 12<sup>th</sup> workshop, at which time the intersection would be discussed.

Commissioner Hicks requested follow up regarding a list of Code Enforcement requests that he presented at a previous meeting.

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

#### **Proclamation P9-2012 National Public Lands Day**

Mayor Fisona presented Proclamation P9-2012 National Public Lands Day, recognizing September 29, 2012 Lands Day, for approval. Mr. George read Proclamation P9-2012 into the record of the minutes.

**ACTION:** Proclamation P9-2012 Public Lands Day, recognizing September 29, 2012 as National Public Lands Day, was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

Mayor Fisona stated Mr. John Denver, President of the State Firemen's Association, was scheduled to hold an Executive Committee meeting on August 25, 2012 at the Singerly Fire Hall, and advised the Board they were invited to attend.

Mayor Fisona announced the Government Finance Officers Association of the United States and Canada awarded the Finance Department a Certificate of Achievement for Excellence in Financial Reporting for the Town's 2011 Comprehensive Annual Financial Report. Mayor Fisona congratulated the Finance Department on receiving the award.

### **Commissioner Jablonski's Report**

Commissioner Jablonski congratulated the Finance Department for receiving the Certificate of Achievement for Financial Reporting.

Commissioner Jablonski stated the magazine "On the Street" dedicated the entire recent issue to the Elkton Downtown Car show. She stated the car show was scheduled to be included in the next edition of the magazine.

### **Commissioner Givens' Report**

Commissioner Givens questioned the status of an outdoor concert that was planned for 801 Elkton Boulevard. Chief Ryan stated the concert planner had not applied for the required permits from agencies regulating this type of event.

Commissioner Givens stated Mr. Dwight Hair should be recognized as an outstanding property owner / landlord in Town.

Commissioner Givens requested an update regarding the Town's planned Dog Park. Mr. George stated Ms. Mary Magaw, Director of Parks & Recreation, would identify an appropriate location within the park, and would submit a plan for construction and placement of required fencing.

Commissioner Givens questioned the status of discussions pertaining to the proposed Vacant Building Registration Ordinance. Discussion ensued regarding scheduling of the discussion at a subsequent workshop meeting.

### **Commissioner Hicks' Report**

Commissioner Hicks requested Code Enforcement for high grass at 144 West Main Street.

Commissioner Hicks, referring a sign identifying the former "PJ's" business located on Howard Street, stated the structure should come down or be re-covered, pursuant to the Town Ordinance. Mr. George stated he would look into having it removed.

**Public Comment**

Ms. Becky McKinney requested Code Enforcement in the Hollingsworth Manor neighborhood.

Mr. Robert Litzenberg stated he supported the Town in addressing derelict buildings but he did not support the proposed Vacant Building Registration Ordinance as written, saying well-maintained properties, while vacant, did not present the same issue as blighted properties. He stated the Town already had laws to deal with blighted properties, noting a house on West High Street that was condemned using the Town's current laws.

Mr. Litzenberg stated he spoke with Commissioners Givens and Piner regarding partnering with the YMCA to use its facility as a Recreation / Community Center. He said utilizing the facility would save money.

Mr. Litzenberg, referring to the Cecil County Commissioners' request for the Town to take ownership of Muddy Lane, asked the Board to reject the offer.

**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 Piner and approved by all present.

Mayor Fisona adjourned the meeting at 8:11 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.