

## **The Mayor and Commissioners of the Town of Elkton**

### **MINUTES**

November 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 (arriving at 4:10 p.m.); Mary Jo Jablonski and Earl M. Piner. Sr.; Town Administrator Lewis H. George, Jr.; Finance Director Steven H. Repole; 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 – Elkton Waste Water Treatment Plant-Big Elk Sanitary Sewer Pump Station Influent Screen-Cecil County Contribution**

Mayor Fisona stated he received a notice from Cecil County Public Works Director Scott Flanigan indicating Cecil County Government agreed to contribute \$110,000 toward installation of an influent screen at the Elkton Waste Water Treatment Plant (WWTP) Big Elk Sanitary Sewer Pump Station. He stated Mr. Flanigan added the County offered to contribute \$165,000 contingent upon the Town’s allocation of up to 200,000 gallons of sewer capacity per day for the County.

Discussion ensued regarding available capacity at the WWTP and the County’s financial offers.

Mayor Fisona queried the Board for a consensus regarding the County’s offers of \$110,000 or \$165,000 contingent upon the Board’s allocation of up to 200,000 gallons of sewer capacity per day. It was the consensus of the Board to accept Cecil County’s offer of \$110,000 toward the costs associated with the WWTP Big Elk Sanitary Sewer Pump Station influent screen installation project.

Commissioner Givens queried Mr. George for his opinion. Mr. George advised that the \$110,000 offer was approximately one-third of the project cost, adding that the issue was not as simple as processing up to 200,000 gallons of sewer per day. He stated many variables, such as flow capacity of infrastructure, entered the equation.

Discussion ensued regarding the terms of the current WWTP and Water Treatment Plant (WTP) Operations and Maintenance (O&M) Agreement between Severn Trent and the Town. Discussion continued regarding a request from Severn Trent to assist with the project costs, contingent upon the Board extending the current O&M agreement.

Commissioner Piner, referring to the Board's previous decision to accept waste water from the YMCA facility, questioned if the project was moving forward. Mr. George stated the Board's previous decision to accept waste water from the YMCA facility was contingent upon the YMCA funding the costs associated with the project.

#### **Discussion – Fireworks Extravaganza July 4, 2014 Proposal**

Mr. George stated the Board, after review of Fireworks Extravaganza's original proposal of \$15,330.00 for July 4, 2014, requested modified quotes in order to reduce costs. He stated Fireworks Extravaganza provided 2 options: \$7,000.00 and \$10,000.00.

Discussion ensued regarding the Town's annual July 4<sup>th</sup> fireworks display. Commissioner Jablonski expressed support for the fireworks display, stating it was a community event, adding that area businesses benefited from thousands of visitors before and after the fireworks event. She added that previous Boards invested in decorations for the Town to celebrate July 4<sup>th</sup>.

Commissioner Hicks concurred with Commissioner Jablonski's comments supporting the event, and questioned if spectators could utilize off-site parking and shuttles. He stated the Town's fireworks display was very popular, adding that residents who moved away returned for the event.

Mr. George queried the Board if a downscaled event would be acceptable.

Commissioner Givens agreed with Commissioners Hicks and Jablonski, stating the fireworks event highlighted Elkton.

Discussion continued regarding solicitation of donations to help offset the costs.

Mayor Fisona queried the Board for a decision regarding commitment to accept one of the proposals from Fireworks Extravaganza. It was the consensus of the Board to make a tentative commitment to Fireworks Extravaganza, and postpone the decision of which proposal to accept until donations could be solicited.

#### **Discussion – Parking Meters 107 North Street**

Mayor Fisona stated Mr. Repole provided an estimate of \$60.00 weekly revenue from parking meters located in the Municipal Parking Lot located behind 107 North Street. He stated the estimate was provided in response to an inquiry regarding removal of the meters.

Mr. Repole stated parking meter revenue had decreased over the past few years. He stated the decrease was based on several variables, such as a decrease in Parking Enforcement staff, the departure of Cecil County employees in 2008, etc.

Commissioner Hicks expressed concerns regarding potential loss of revenue resulting from removal of meters in the Municipal Lot, and stated the Board needed to investigate ways to replace decreasing revenue sources.

Discussion ensued regarding the 2-hour parking time limits established in the Town Code. Mr. George stated the 2-hour time limit was established to discourage users from feeding the meters in order to remain in on parking spot for the day.

Commissioner Jablonski stated the North Street Municipal Lot was the only Municipal Lot that had meters. She suggested that the meters should be eliminated from the parking lot, and further suggested that parking rates could be increased.

Commissioner Piner expressed support for removal of parking meters from the North Street Municipal Lot. He agreed with Commissioner Hicks' statements regarding identifying additional revenue sources. Referring to Commissioner Hicks' statements, he questioned if Police Officers, while utilizing the Court buildings on Main Street, could park in areas designated for Court use, and not use the metered spots. He stated he recognized the need for the Police to have access to the Court buildings, however permitting private citizens the opportunity to use meters on Main Street would result in needed revenue.

Discussion continued regarding increases in hourly parking rates. Commissioner Jablonski asked Mr. Repole to investigate the costs associated with adjusting the Town's meters to permit increased parking rates.

Discussion continued regarding elimination of the 2-hour parking limit downtown and costs associated with adding a second Parking Enforcement Officer. Commissioner Hicks questioned if hiring another Parking Enforcement Officer was justified. Commissioner Piner echoed Commissioner Hicks' concerns.

Commissioner Jablonski stated she would like to include the discussion regarding parking meter revenue with an Economic Development discussion in a future workshop.

### **Discussion – Ordinance 10-2013 Chapter 15.16 Housing Standards**

Mr. George stated Ordinance 10-2013 Chapter 15.16 Housing Standards was introduced on October 16, 2013. He stated Ordinance 10-2013 amended the existing ordinance to establish a procedure for condemnation.

Discussion ensued regarding the process of condemnation, such as owner notice, amount of time provided for owner to address violations, etc.

Discussion continued regarding fines vs. liens associated with property Code violations.

**Discussion**

Mr. Repole stated he was involved in discussions with PNC Bank to refinance the Town's existing loan. Discussion ensued regarding savings associated with obtaining lower interest rates.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the workshop meeting at 6:04 p.m.

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L. Michelle Henson  
Administration Office Secretary

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