

The Mayor and Commissioners of the Town of Elkton

MINUTES

November 14, 2012

The Mayor and Commissioners of the Town of Elkton (the "Board") held their first regularly scheduled meeting in October on this date at 7:00 p.m. The following persons were present: Mayor Joseph L. Fisona (arriving at 7:35 p.m.); 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; Director of Public Works Daniel Handley, P.E.; Elkton Police Chief William E. Ryan; Administration Office Secretary L. Michelle Henson and Town Attorney H. Norman Wilson, Jr., Esquire.

Commissioner Givens called the meeting to order, and led the Pledge of Allegiance.

Commissioner Givens announced that Mayor Fisona was attending a Wilmington Area Planning Council meeting.

Notice of Closed Meeting

On Wednesday, October 17, 2012, at 7:47 p.m., during a regularly scheduled 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 Government Article § 10-508 (1) (ii) any other personnel matter that affects one or more specific individuals. Attendance: Mayor Joseph L. Fisona; Commissioners Charles H. Givens, Sr., Charles E. Hicks, V and Earl M. Piner, Sr.; Town Administrator Lewis H. George, Jr.; Finance Director Steven H. Repole; Chief of Police William E. Ryan; Administration Office Secretary L. Michelle Henson and Town Attorney H. Norman Wilson.

ACTION: The minutes of the October 17, 2012 meeting were approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Piner 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 Hicks and approved by all present.

Budget Amendment 2013-006

Mr. Repole presented Budget Amendment 2031-006 to transfer \$770 of anticipated savings from Contracted Services within the Department of Public Works

Waste Removal to Operating Supplies for the purpose of purchasing 1,000 “Recyclables” stickers.

ACTION: Budget Amendment 2013-006 was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Piner and approved by all present.

Severn Trent Environmental Services

Water/Wastewater Treatment Services Report – Months of September & October 2012

Mr. Ken Benner, Area Manager, presented the Water/Wastewater Treatment Services report for the months of September and October 2012. A copy of the report was placed in the record of the minutes.

Mr. Benner stated the Water and Wastewater Treatment Facilities incurred no damage from the recent storm.

Discussion ensued regarding hydrant pressure and fire flow to the Gilpin Manor Elementary and Elkton Middle Schools. Commissioner Givens suggested that Mr. Benner meet with Messrs. George and Handley regarding hydrant pressure and fire flow to develop a plan to increase the flows.

Resolution R11-2012 – Belle Hill Manor

Mr. Dwight Thomey, Esquire, representing Belle Hill Manor, introduced himself and Mr. Scott Link to the Board. Mr. Thomey stated representatives of Belle Hill Manor, LP previously met with the Board to discuss a proposed housing project on property owned by Belle Hill Manor, LP. He stated Belle Hill Manor, LP was applying for project funding through the Maryland Department of Housing and Community Development, and a requirement of the application was a Resolution of support from the Board. A copy of Resolution R11-2012 was placed in the record of the minutes.

Mr. Thomey stated Belle Hill, LP was also requesting measure of local contribution. Discussion ensued regarding waiver of project review fees as a contribution toward the project. Mr. George stated the project review fees amounted to \$6,144.

ACTION: Resolution R11-2012 Belle Hill Manor was approved on a motion made by Commissioner Piner. The motion was seconded by Hicks and approved by all present.

Home Partnership – Proposed Re-Use of 214 North Street

Mr. Frank Hodgetts, President, Home Partnership Inc. introduced himself to the Board. He said the purpose of his appearance was to discuss the former jail located at 214 North Street, and to request a Resolution of support for the project as required by his

application for grant funding from the Department of Housing and Community Development. Mr. George stated the Resolution would be presented at the November 21, 2012 Mayor and Commissioners meeting.

Mr. Hodgetts stated Home Partnership Inc. planned to develop the site into a 50-unit elderly apartment, while maintaining the building's historic character. He provided renderings of the planned development, copies of which were placed in the record of the minutes.

Commissioner Jablonski expressed support for the project, stating there was a need for senior housing in Elkton, and noting there was a waiting list at the senior apartment building on High Street.

Commissioner Givens questioned what, if any, existing buildings would be demolished to make room for the proposed development. Mr. Hodgetts stated the old County procurement building and the former Housing Office would be removed.

Proclamation P17-2012 – Municipal Government Works Month

Mr. George presented Proclamation P17-2012 – Municipal Government Works Month, proclaiming November 2012 as Municipal Government Works Month in Elkton. He read Proclamation P17-2012, a copy of which was placed in the record of the minutes.

ACTION: Proclamation P17-2012 – Municipal Government Works Month was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Piner and approved by all present.

Town Administrator's Report

Resolution R10-2012 Amending Charter Article VIII Section C8-23 Contributions to Singerly Fire Company

Mr. George presented Resolution R10-2012, amending the Town's Charter Article VIII Section C8-23 Contributions to Singerly Fire Company, for approval. He stated the Maryland Department of Assessments and Taxation changed the assessment process in 2002 but the Town's Charter was not amended to reflect the change. He stated Resolution R10-2012 addressed the change. A copy of Resolution R10-2012 was placed in the record of the minutes.

ACTION: Resolution R10-2012 amending the Town Charter Article VIII Section C8-23 Contributions to Singerly Fire Company was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Hicks and approved by all present.

Ordinance 8-2012 – Adjust Water Sewer Rates – Presented for Introduction

Mr. George presented Ordinance 8-2012 – Adjusting water/sewer rates for introduction. Mr. George stated Ordinance 8-2012 adjusted water and sewer rates based on a financial analysis and plan prepared by Municipal & Financial Services Group in 2011. A copy of Ordinance 8-2012 was placed in the record of the minutes.

ACTION: Ordinance 8-2012 – Adjusting Water Sewer Rates was approved for introduction on a motion made by Commissioner Hicks. The motion was seconded by Commissioner Jablonski. Commissioner Piner opposed the motion. The record of the vote is as follows:

Commissioner Givens: Aye

Commissioner Hicks: Motion

Commissioner Jablonski: Second

Commissioner Piner: Nay

Resolution R12-2012 – Disposition of Surplus Property

Mr. George presented Resolution R12-2012 Disposition of Surplus Property for approval. He stated the surplus property consisted of 6 vehicles which exceeded their respective service lives. A copy of Resolution R12-2012 was placed in the record of the minutes.

ACTION: Resolution R12-2012 Disposition of Surplus Property was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Piner and approved by all present.

Elkton Police Department Facility Needs Assessment

Mr. George stated Elkton Police Chief Ryan presented a request for a facility needs assessment regarding the Elkton Police Department (EPD) at the Mayor and Commissioners October 10, 2012 workshop meeting. After receiving approval from the Board to use forfeited funds to finance the project, Chief Ryan obtained 2 quotes from firms interested in performing the assessment.

Mr. George stated Chief Ryan obtain quotes from Moyer Associates, Inc. (\$15,000) and WBCM (\$22,000). Mr. George added that Moyer Associates performed work for the Newark, Delaware Police Department.

ACTION: The Elkton Police Department Facility Needs Assessment, to be performed by Moyer Associates, Inc., was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Hicks and approved by all present.

Old Business

Commissioner Jablonski commended the Department of Public Works for its response and continued updates during Hurricane Sandy. She commended other staff members for working during the storm.

Commissioner Givens' Report

Commissioner Givens questioned the status of the transition from signals to stop signs at the intersection of North and Main Streets. Mr. George said the State Highway Administration had not provided a timeline for the transition.

Commissioner Givens questioned the status of the transition to an all-way stop at the intersection of Bow and Main Streets. Chief Ryan stated there had been no issues during the transition period.

Commissioner Givens questioned if DPW staff had begun to clear storm-related flood debris from Meadow Park. Mr. Handley answered in the affirmative.

Commissioner Piner's Report

Commissioner Piner questioned the status of delineation of the pedestrian crossing area at the newly installed bump outs adjacent to Cecil College on Railroad Avenue. Mr. Handley stated the material used to mark the pedestrian crossing area was temperature sensitive, and would be installed as soon as the weather permitted. Commissioner Piner asked for the installation of reflectors at newly installed bump outs.

Commissioner Jablonski's Report

Commissioner Jablonski requested that all parking meters be covered during the Holidays, from November 22, 2012 – January 2, 2013. It was the consensus of the Board to cover all parking meters from November 22, 2012 – January 2, 2013.

Mayor Fisona, arriving at 7:35, commended DPW and EPD for their response during Hurricane Sandy.

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

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

Hearing no additional business to come before the Board, Commissioner Givens adjourned the meeting at 7:37 p.m.

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. The minutes, in hard copy format, are retained indefinitely by the Town of Elkton, Administration Office, 100 Railroad Avenue, Elkton, Maryland 21921.