

The Mayor and Commissioners of the Town of Elkton

MINUTES

December 4, 2013

The Mayor and Commissioners of the Town of Elkton (the “Board”) held their first regularly scheduled meeting in December 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.; Acting Chief of Police Matthew Donnelly; Administration Office Secretary L. Michelle Henson and Town Attorney H. Norman Wilson, Jr., Esquire. Finance Director Steven H. Repole was excused from the meeting.

Mayor Fisona called the meeting to order and led the Pledge of Allegiance.

Notice of Closed Meeting

On Wednesday November 20, 2013, at 7:43 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 State Government Article § 10-508 to discuss (1) (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees or officials over whom the Town has jurisdiction; or (ii) any other personnel matter that affects one or more specific individuals. The purpose of closing the Public Meeting was to protect the confidentiality of specific employees. Attendance: 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.; Administration Office Secretary L. Michelle Henson and Town Attorney H. Norman Wilson.

ACTION: The minutes of the November 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 Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

Town Administrator’s Report

Elkton Waste Water Treatment Plant (WWTP) Big Elk Sanitary Sewer Pump Station (SSPS) Influent Screen Project – Engineering Services

Mr. George stated the Board previously discussed installation of influent screening equipment at the Big Elk SSPS with representatives from Severn Trent

Environmental Services (ST), the Town's WWTP Operations and Management (O & M) contractor. He stated ST estimated the cost of the project at \$305,000.

Mr. George stated subsequent negotiations with Cecil County Government resulted in an offer of \$110,000 in assistance with the project. Mr. George stated he was requesting authorization from the Board to begin the process of obtaining engineering and design specifications, etc., in order to determine a final contract price.

Commissioner Jablonski questioned if the offer from Cecil County Government was documented. Mr. George answered in the affirmative, adding an agreement was being prepared by Cecil County Attorney Mr. Jason Allison.

Commissioner Hicks stated it was important to create and maintain a partnership with Cecil County Government, adding that he did not want to rush into a decision which could result in a financial shortfall for the Town.

Commissioner Piner expressed concerns that the Board had not fully discussed ST's offer of financial assistance with the project, contingent upon extension of the current O & M contract.

Commissioner Jablonski concurred with Commissioners Hicks and Piner, and, referring to Cecil County's financial assistance and a subsequent request for sewer capacity, stated she previously requested a discussion regarding the County's request to include representatives of ST, Cecil County and the Town's Planner, Ms. Jeanne Minner.

Commissioner Piner, referring to the anticipated expense of the influent screen project, reiterated his support for discussion of additional financial assistance from ST, which would be contingent upon the Town's extension of the current O & M contract.

Mayor Fisona stated there were two separate issues being discussed, which were the influent screen installation project and the County's request for sewer capacity. Commissioner Piner stated that extension of the current O & M contract could provide the opportunity for beneficial financing of the remaining estimated \$200,000 associated with the project.

Commissioner Hicks reiterated his statement regarding creating and maintaining a partnership with the County.

Commissioner Givens concurred with Commissioners Hicks, Jablonski and Piner, and expressed support for a round table discussion to include representatives of ST, Cecil County and Ms. Jeanne Minner.

Mr. George suggested that the discussion of the influent screen project and the County's request for sewer capacity be scheduled for an upcoming workshop. It was the consensus of the Board to schedule the discussion of the influent screen project and the County's request for sewer capacity for an upcoming workshop.

Public Works Agreement – Home Partnership of Cecil County & TCB North Street Senior LLC – North Street Senior Apartments, 214 North Street

Mr. George presented a Public Works Agreement (PWA) between the Town and Home Partnership of Cecil County & TCB North Street Senior LLC, for the project identified as North Street Senior Apartments, located at 214 North Street.

He stated the PWA essentially targeted a 20-foot utility easement across the property, through which an 8-inch water line would be placed to serve 2 fire hydrants. He stated the owners would provide a bond to financially warrant the project.

ACTION: The Public Works Agreement between the Town and Home Partnership of Cecil County & TCB North Street Senior Apartments, 214 North Street, was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Hicks and approved by all present.

Old Business

Commissioner Piner, referring to the Board's previous discussions regarding a Recreation / Community Center, stated he was actively seeking support for a facility. He stated he did not want the Board to give up on the facility. Commissioner Hicks stated his support for moving forward with the facility, stating creation of the facility should be treated with a sense of urgency.

Mayor Fisona's Report

Mayor Fisona stated he attended the Small Business Person of the Year event on December 3, 2013, and congratulated award recipient Jack Sentman. He commended the Elkton Alliance for the presentation.

Mayor Fisona reported the State Highway Administration (SHA) initiated removal of debris from beneath the Delaware Avenue Bridge, adding that he hoped the sediment bar would be removed as well.

Planning Commission Appointment

Mayor Fisona stated Mr. Fred Thomas submitted his resignation from the Planning Commission, and requested the appointment of Mr. Richard Keane to fill the vacancy, the term of which expires February 28, 2018.

Discussion ensued regarding the process for submission of appointee resumes to the Board prior to requests for approval.

ACTION: The request to appoint Mr. Richard Keane to the Planning Commission to fill a vacancy which expires February 28, 2018 was approved on a motion

made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

Commissioner Givens' Report

Commissioner Givens questioned the status of the new pub, located in the former Howard House location. Commissioner Jablonski answered the owners planned a "soft opening" in mid-December. She stated the project was moving forward.

Commissioner Givens questioned if the owners had obtained historical designations and/or applied for historical grants. Commissioner Jablonski stated the owners were meeting with the Maryland Historical Trust and had contacted the State of Maryland for grant opportunities.

Commissioner Givens questioned the status of the Patriots Glen Golf Course. Mr. George stated the Board received a notice from an interested purchaser that the bank-owner of the facility had not selected them to operate the facility.

Motion for a Closed Meeting

ACTION: Pursuant to State Government Article § 10-508 to discuss (1) (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees or officials over whom the Town has jurisdiction; Commissioner Givens made a motion for a Closed Meeting. The motion was seconded by Commissioner Piner and approved by all present.

Mayor Fisona announced that the public meeting would not reconvene.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the meeting at 7:25 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.