

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

## **MINUTES**

December 14, 2011

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 Repole; Planning Director Jeanne Minner; Zoning Administrator J. Craig Trostle; Director of Public Works Daniel Handley; Administration Office Secretary L. Michelle Henson; and Town Attorney H. Norman Wilson, Jr.

Mayor Fisona called the Workshop meeting to order at 4:00 p.m.

### **Discussion – Electrical Inspection Services by Bay Area Inspection Agency**

Mr. Trostle stated the Cecil County Commissioners no longer had a county electrical inspection agency, which impacted the Town because electrical inspection services were no longer centralized. Mr. Trostle state the Town was in need of a third party to provide electrical inspection services.

Mr. Trostle stated he compared services provided by and costs associated with Middle Department Inspection Agency, American Inspection Agency, and Bay Area Inspection Agency. He requested approval of Bay Area Inspection Agency to provide electrical inspection services based on costs, services and reliability.

Mayor Fisona queried the Board for a consensus regarding Bay Area Inspection Agency. It was the consensus of the Board to draft an agreement between the Town and Bay Area Inspection Agency for electrical inspection services. Mr. George stated he would draft the agreement and present it for approval at a public meeting.

### **Discussion – Severn Trent**

Messrs. Jeff Doutrich, Regional Manager; Carl Kline, Senior Area Manager; and Ken Benner, Area Manager, introduced themselves to the Board.

Mr. Kline stated the purpose of their appearance was to discuss the Town’s Water and Wastewater Services Agreement with the Board. He requested a 5-year extension to the current contract which was due to expire November 30, 2013.

Mr. Kline stated Severn Trent had a long-term working relationship with the Board and hoped to continue the arrangement.

Mr. Kline stated chemical, lab analysis and utility expenses for 2011 were significantly lower than originally projected, resulting in a refund due the Town of over \$160,000.

Mr. Kline stated that chemical, lab analysis and utility costs could be reimbursed on a “pass through” basis vs. budgeting the amounts, resulting in savings of approximately \$17,500 per month, if the Board would extend the current contract until November 30, 2018.

Mr. Kline, referring to the proposed installation of a screen at the Big Elk Pump Station, said Severn Trent would consider paying for the project up front, and amortizing the Town’s repayment over 5 years, if the Board would extend the current contract until November 30, 2018.

The Board commended Severn Trent’s past services to the Town. Mayor Fisona queried the Board regarding a consensus to extend the contract with Severn Trent for operation of the Town’s Water and Wastewater Treatment facilities. It was the consensus of the Board to extend the contract with Severn Trent to operate the Town’s Water and Wastewater Treatment facilities until November 30, 2018.

### **Discussion – Stavrou Associates Belle Hill Road Annexation**

Dwight Thomey, Esquire, representing Stavrou Associates, and Mr. Steve Moore, Vice President, The Stavrou Companies, introduced themselves to the Board.

Mr. Thomey stated Stavrou Associates talked with the Board previously regarding a proposed apartment housing project at Belle Hill Road. He stated the project, named Belle Hill Manor, proposed 84 apartments in 7 buildings, a community center and pool.

Mr. Moore provided a Power Point Presentation, a copy of which was placed in the record of the minutes. He stated the project received tax credit reservation from the State of Maryland, which in effect started a time clock for completion of the project.

He stated Stavrou Associates planned to start the project in August 2012 with a preliminary move in date of April 2013 and project completion date of August 2013.

Mr. Moore said the state funding process required a letter of support and a nominal monetary contribution from the Town, possibly in the form of permit fee relief.

Discussion ensued regarding sewer hookup fees and projected revenue from the project.

Mr. Moore, referring to an August 2010 study conducted by KCI Technologies, Inc. which provided anticipated sewer flow from existing and projected development, asked for an update to the report in order to confirm his project’s feasibility.

Discussion continued regarding anticipated sewer flows from the proposed development.

Mayor Fisona queried the Board for a consensus to support the annexation and proposed project. It was the consensus of the Board to support the annexation and proposed project.

**Discussion – Russ Reid Advocacy Firm**

Mayor Fisona stated he was contacted by the Russ Reid Advocacy Firm regarding lobby support for a train station in Elkton.

Discussion ensued regarding the proposed fees associated with the firm.

Mayor Fisona queried the Board for a consensus regarding retention of the Russ Reid Advocacy Firm. It was the consensus of the Board not to retain the Russ Reid Advocacy Firm.

**Discussion**

Mr. George, referring to an inquiry from Artesian Water Maryland regarding extension of the Town's current Water Supply agreement, asked if the Board wanted to meet with Artesian to discuss the terms.

Mr. George stated Artesian offered to lower the minimum "take or pay" from 375,000 gallons per day (gpd) to 250,000 gpd with a 30-year agreement. Mr. Repole stated the current 375,000 gpd requirement would remain in effect for the duration of the current contract, which expires in June 2014.

Discussion ensued regarding the offer from Artesian. Mayor Fisona stated the current contract automatically renewed at 5 years, and provided a termination clause with 6 months notice.

Mayor Fisona queried the Board for a consensus regarding the request by Artesian Water Maryland to enter a 30-year contract upon the June 2014 expiration of the current contract. It was the consensus of the Board to reject the offer by Artesian Water Maryland to enter a 30-year contract upon the June 2014 expiration of the current contract.

Ms. Minner stated Advanced Land and Water conducted a water/sewer study in 1999, and suggested that the Town contract to update the information.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the meeting at 5:09 p.m.

---

L. Michelle Henson  
Administration Office Secretary

A RECORDING OF THIS MEETING RETAINED  
AT THE ADMINISTRATION OFFICE