

# The Mayor and Commissioners of the Town of Elkton

## MINUTES

February 6, 2008

The Mayor and Commissioners of the Town of Elkton (the "Board") held their first regularly scheduled meeting in February on this date at 7:00 P.M. The following persons were present: Mayor Joseph Fisona; Commissioners Charles H. Givens, Sr., Mary Jo Jablonski, and C. Gary Storke; Town Administrator Lewis H. George, Jr.; Planning Director Jeanne D. Minner; Elkton Police Chief William Ryan; Administration Office Secretary L. Michelle Henson; and Town Attorney H. Norman Wilson, Jr., Esq. Commissioner Earl M. Piner, Sr. was excused from the meeting.

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

**NOTICE OF CLOSED MEETING:** Pursuant to State Article § 10-508 (a) (1) 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 any other personnel matter that affects one or more specific individuals; a Closed Meeting was held at 8:15 P.M. on Wednesday January 16, 2008 in the Mayor and Commissioners Conference Room at 100 Railroad Avenue, Elkton, Maryland 21921. The following persons were present: Mayor Joseph Fisona; Commissioners Charles H. Givens, Sr., Mary Jo Jablonski, Earl M. Piner, Sr. and C. Gary Storke; Town Administrator Lewis H. George, Jr.; Administration Office Secretary L. Michelle Henson; and Town Attorney H. Norman Wilson, Jr., Esq.

**ACTION:** The minutes of the January 16, 2008 meeting were approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski 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 Jablonski. The motion was seconded by Commissioner Storke and approved by all present.

### **Budget Amendment # 2008-012**

Mr. George presented Budget Amendment # 2008-012 to record additional revenue from FY08 Real Property Tax and allocate funds to general fund – Municipal Buildings – Capital, for the replacement of the metal roof on the Elkton Skate Park building.

**ACTION:** Budget Amendment # 2008-012 was approved on a motion made by Commissioner Storke. The motion was seconded by Commissioner Givens and approved by all present.

**KCI Technologies, Inc.**  
**Engineering Services Report – January, 2008**

Ms. Sabine Watson, P.E. appeared on behalf of KCI Technologies, Inc.

Ms. Watson, referring to the report previously submitted to the Board, presented the January, 2008 Municipal Engineering Summary, updating the Board on KCI's review of subdivision/land development plans and other engineering activities which occurred during the month. A copy of the report was placed in the record of the minutes.

**KCI Technologies, Inc.**  
**Proposal: Frenchtown Road Well**

Messrs. Tom Sprehe, P.E., and Jeffrey Gernand, P.G., were introduced to the Board.

Mr. Sprehe provided a brief history of the Town's water supply exploration. He said the Town previously drilled (2) wells located on property owned by Southside, LLC, and added that the Town had applied to the Maryland Department of the Environment ("MDE") for an increase in draw from the wells. MDE subsequently determined that the wells were not suitable to sustain the requested draw, and advised that the Town drill a third, larger-diameter well (10-inch), and added that the proposal he was presenting was for the drilling project. He stated that the total cost of the proposal was \$137,527.00, adding that ½ of the cost was to be paid by Southside, LLC.

Discussion ensued regarding amount of draw requested under the appropriation permit application. Commissioner Storke expressed concerns regarding aquifer recharge. Mr. Sprehe stated that MDE would not permit mining of water if the aquifer were not capable of recharging. Mr. Sprehe added that a monitoring well would be installed to gauge the draw down and develop long-term data.

**ACTION:** The proposal by KCI to drill a 10-inch well adjacent to TW-2 at a cost of \$137,520.00, ½ of the cost to be borne by the property owner, Southside, LLC, was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

**Request for Proposal – Consultant for Comprehensive Plan Update**

Ms. Jeanne D. Minner, Director of Planning, stated that it was time to update the Town's Comprehensive Plan, adding that the last update occurred in 1998. She stated that she applied to and was approved for \$35,000.00 in funding assistance from the Wilmington Area Planning Council ("WILMAPCO").

Referring to a draft "Request for Proposal" that she previously submitted to the Board, she stated that, upon the Board's approval, she would distribute the request to potential consultants, with a contract award date on or about March 19, 2008.

**ACTION:** The request to approve the “Request for Proposal” for distribution to Comprehensive Plan review consultants was approved on a motion made by Commissioner Storke. The motion was seconded by Commissioner Jablonski and approved by all present.

### **WILMAPCO Walkable Communities Workshop Presentation**

Ms. Heather Dunigan was introduced to the Board. She provided a Power Point presentation of the “Walkable Communities” workshop, a copy of which was placed in the record of the minutes. She stated that the workshop would be held on or about April 16, 2008, and invited the Board to attend.

Mayor Fisona queried the Board for a consensus regarding the Town hosting the “Walkable Communities” workshop. It was the consensus of the Board to approve the Town hosting the workshop.

### **Neighborhood Youth Program Presentation**

Cecil County Commissioner Rebecca Demmler, Assistant to the Cecil County Commissioners Ms. Vickie Rinkerman, and Ms. Dawn Rodenbaugh, NYP Coordinator, were introduced to the Board. Ms. Rodenbaugh stated that the focus of the program was to assist first time juvenile offenders who met certain, specific criteria to avoid a criminal record. She presented a Power Point presentation regarding the Neighborhood Youth Program.

Mayor Fisona questioned the requirements for Town involvement. Ms. Rodenbaugh stated that funding for the program was available from the Governor’s Office. Ms. Rinkerman added that the grant funding was processed through the Cecil County Commissioners Office. Ms. Rodenbaugh stated that a community meeting would be scheduled to obtain volunteers for the program. Chief Ryan stated that he was familiar with the program, and expressed his approval.

### **Town Administrator’s Report**

#### **Policy – Compensation Range**

Mr. George presented the Compensation Range Policy to the Board for approval. He stated that the policy set a range of grades from one through eleven, and identified mid- and maximum salary ranges for each grade.

**ACTION:** The Compensation Range Policy was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Givens. Commissioner Storke opposed the motion. The record of the vote is as follows:

Mayor Fisona: Aye

Commissioner Givens: Second

Commissioner Jablonski: Motion

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

Mayor Fisona stated that he contacted the State Highway Administration ("SHA") to assist with a citizen's concerns about speeding and reckless driving on North Street. He stated that SHA would apply additional lines to the road surface to create a narrowing effect on the roadway, which should slow motorists.

Mayor Fisona stated that SHA was investigating traffic calming devices, such as rumble strips, on Red Hill Road.

Mayor Fisona stated that the Town received the final installment of Program Open Space funds for the Elk Landing acquisition.

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

Commissioner Jablonski questioned the status of the Town's new Website.

### **Commissioner Givens' Report**

Commissioner Givens questioned the status of the Meadow Park track-paving project. Mr. George stated that the estimate exceeded the available grant funding, which would require the Town to add \$100,000.00 to have the project completed.

### **Commissioner Storke's Report**

Commissioner Storke stated that he felt compelled to clarify his vote against the Compensation Range Policy. He said he voted "nay" because he felt the policy was an incomplete package, as it did not include upper management.

### **Public Comment**

Ms. Kathy Wareham, owner of Judy's Java, requested that the Board initiate an ordinance to provide for 2-hour parking limits in the 200-block of North Street. She stated that the building in which her café was located shared parking with physicians, their staff and patients, and that the parking lot and spaces in front of her business were continually filled, resulting in a negative impact on her customer base.

Mayor Fisona queried Chief Ryan for his opinion. Chief Ryan stated that parking should not be restricted on the street until an off-street facility could be provided.

Discussion ensued regarding the municipal lot at Howard Street.

Mr. Robert Litzenberg questioned the status of parking fine collections. Mayor Fisona stated that the software was installed.

Mr. David Wiseman questioned if the Town had looked into using spaces at the Union Hospital parking garage for Town employees. Mr. George answered in the affirmative.

Mr. Wiseman questioned the cost of the KCI proposal for drilling the additional well on the property of Southside, LLC. Commissioner Storke stated that the property owner would share the cost with the Town.

Mr. Wiseman stated that he saw a traffic study being conducted at Meadow Park, and questioned the purpose. Mayor Fisona stated that SHA was looking into raising the road surface south of the Delaware Avenue bridge to alleviate flooding, and that the traffic study was probably related to the project.

Mr. James Crouse stated that the Town should initiate funding requests from the Cecil County Delegation for a municipal parking garage.

### **Motion for a Closed Meeting**

Pursuant to State Article § 10-508 (a) (1) 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 any other personnel matter that affects one or more specific individuals; and (7) consult with counsel to obtain legal advise; Commissioner Jablonski made a motion for a closed meeting. The motion was seconded by Commissioner Givens and approved by all present.

Mayor Fisona announced that the meeting would not reconvene.

There being no additional business to come before the Board, Mayor Fisona adjourned the meeting at 8:27 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.townofelkton.org](http://www.townofelkton.org). The minutes, in hard copy format, are retained indefinitely by the Town of Elkton, Administration Office, 100 Railroad Avenue, Elkton, Maryland 21921. The Maryland Public Information Act provides that the minutes of public meetings be made available to the public upon request. Please contact the Town of Elkton by telephone at (410) 398-0970, by facsimile at (410) 392-6633, or by email at [elkadsec@iximd.com](mailto:elkadsec@iximd.com) to request a copy of these minutes.