

# The Mayor and Commissioners of the Town of Elkton

## MINUTES

August 6, 2008

The Mayor and Commissioners of the Town of Elkton (the "Board") held their first regularly scheduled meeting in August on this date at 7:00 P.M. The following persons were present: Mayor Joseph Fisona; Commissioners Charles H. Givens, Sr., Mary Jo Jablonski; Earl M. Piner, Sr., and C. Gary Storke; Assistant Town Administrator Kimberly Kamp; Finance Director Mr. Steven Repole; Assistant Finance Director Ms. Beth Moran; Human Resources Director Venus Kincaid; Chief of Police William Ryan; Administration Office Secretary L. Michelle Henson; and Town Attorney H. Norman Wilson, Jr., Esq.

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

Mayor Fisona announced the initiation of protocol for those wishing to address the Board. He said the protocol included signing in prior to speaking and a 5-minute time limit for comments. Commissioner Givens questioned the requirement of citizens to sign in prior to making comments. Commissioner Storke expressed his opposition to imposing limits on Public Comment. Mayor Fisona stated the protocol was successful for other government meetings. Commissioner Storke expressed concerns that the Board had not previously discussed limiting Public Comment. Commissioner Jablonski said the Board previously discussed the need to bring the meeting under order. Commissioner Storke stated he did not support the protocol.

**ACTION:** The minutes of the July 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 Piner. The motion was seconded by Commissioner Jablonski and approved by all present.

### **KCI Technologies, Inc. Engineering Services Report – July, 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 July 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.

Mayor Fisona questioned the timeline for the Maryland Department of the Environment (“MDE”) to review the Artesian Interconnection construction plans. Ms. Watson stated the process could take up to 3 months.

### **Environmental Resources Management Contract Presentation**

Ms. Jeanne Minner, Director of Planning, presented a proposed agreement from Environmental Resources Management to provide consultation services for the Town’s Comprehensive Plan Review. She stated Mr. Wilson drew the agreement on behalf of the Town, and added that the consulting services were paid almost entirely by grant funding.

**ACTION:** The agreement between Environmental Resources Management and the Town for consultation services for the Town’s Comprehensive Plan Review as approved on a motion made by Commissioner Storke. The motion was seconded by Commissioner Givens and approved by all present.

### **Assistant Town Administrator’s Report**

#### **Proclamation – Constitution Week**

Ms. Kamp presented a proclamation designating September 17-23, 2008 as Constitution Week. A copy of the proclamation was placed in the record of the minutes.

**ACTION:** The proclamation designating September 17-23, 2008 as Constitution Week was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Jablonski and approved by all present.

A copy of the proclamation was presented to Ms. Barbara Brown, representing the Daughters of the American Revolution.

### **Request of Cecil County Commissioners for a Waiver of Permit Fees Regarding Renovation of Cecil County Court Building at 129 East Main Street**

Commissioner Storke made a motion to deny the request of the Cecil County Commissioners for a waiver of permit fees regarding renovation of the Cecil County Court Building at 129 East Main Street. The motion died for lack of a second.

Ms. Kamp presented the Cecil County Commissioners’ request for the fee waiver.

Commissioner Givens questioned if the Board had the opportunity to discuss the request.

Commissioner Storke stated the fees were \$25,000.00, and a waiver of the amount would result in a substantial loss of needed revenue.

**ACTION:** The request of the Cecil County Commissioners for a waiver of permit fees regarding renovation of the Cecil County Court Building at 129 East Main Street was tabled on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski. Commissioner Storke voted against the motion. The record of the vote is as follows:

Mayor Fisona: Aye

Commissioner Givens: Motion

Commissioner Jablonski: Second

Commissioner Piner: Aye

Commissioner Storke: Nay

### **Speed Hump Policy**

Ms. Kamp presented the Speed Hump Policy, a copy of which was placed in the record of the minutes.

**ACTION:** The Speed Hump Policy was adopted on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Givens and approved by all present.

### **Resolution R3-2008 – Main Street Improvement Program**

Ms. Kamp presented Resolution R3-2008 to the Board. She said the purpose of Resolution R3-2008 was to offer support for a Main Street Improvement Program funding application by the Elkton Alliance.

**ACTION:** Resolution R3-2008 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Storke and approved by all present.

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

Mayor Fisona congratulated Chief Ryan and the Elkton Police Department regarding the department's inaugural Junior Police Academy. Chief Ryan stated the program was a success, adding attendance far exceeded expectations.

Mayor Fisona stated he attended a ceremony at the Elkton Armory to welcome returning troops on Saturday August 2, 2008. He said the Town was presented with a flag which flew over the battalion in Iraq.

### **Appointment – Planning Commission**

### **Appointment – Elkton Housing Authority Board**

Mayor Fisona requested a motion to reappoint Mr. David Wiseman to the Planning Commission, and appoint Mr. Charles Hicks to fill a vacancy on the Elkton Housing Authority Board.

Commissioner Storke said Mr. Wiseman was previously removed from the Planning Commission without the Board's input. He questioned why Mr. Wiseman was reappointed after being removed. He said he acknowledged the Town Charter provided Mayor Fisona the right to appoint committee members, but appointments required the Board's approval.

Commissioner Storke expressed frustration regarding lack of information regarding the authorization of hiring PC Supplies. He asked Mayor Fisona to take responsibility for hiring PC Supplies. He said the Board did not discuss or vote on hiring PC Supplies, and that he could not serve the community effectively if he was not provided the opportunity to vote on vendors.

Commissioner Storke requested the record of the minutes reflect that the money paid to PC Supplies was not lost. He said the Town paid a lot of money for the work that was done. Mr. Repole interjected that the amount paid to PC Supplies was not for one job, but several items, including equipment and supplies.

Mayor Fisona stated the funds for networking and Website design and maintenance were in the budget. Commissioner Storke replied the amount paid to PC Supplies exceeded budgeted funds.

Commissioner Storke expressed concern regarding a letter of resignation that was received on August 6<sup>th</sup> from a long-standing Planning Commission member. He stated the Town was in the process of its Comprehensive Plan Review, and the Planning Commission could not afford to lose valuable experience during the review process.

**ACTION:** The reappointment of Mr. David Wiseman to the Planning Commission for a 5-year term, from August 1, 2008 – July 31, 2015, was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

**ACTION:** The appointment of Mr. Charles Hicks to fill a vacancy on the Elkton Housing Authority, the term of which expires January 31, 2012, was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

Commissioners Storke and Jablonski thanked Mr. Wiseman for agreeing to return to the Planning Commission.

### **Commissioner Piner's Report**

Commissioner Piner requested tree trimming in the vicinity of Locust Lane and Mitchell Street. He said branches were obstructing the street signs in that area.

Commissioner Piner requested enforcement regarding bicyclists riding at night without lights.

### **Commissioner Givens' Report**

Commissioner Givens requested the initiation of a procurement policy.

**ACTION:** The initiation of a Town procurement policy was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

Commissioner Givens stated the Board needed to review the Town Charter to examine the duties of the Mayor and Commissioners.

**ACTION:** The request of Commissioner Givens to review the Town Charter to examine the duties of the Mayor and Commissioners was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

### **Public Comment**

Ms. Rebecca McKinney stated she received a complimentary letter from Town Administrator Lewis George. She commended Mr. Charles Hicks, Code Enforcement Official, for his work in Hollingsworth Manor. She expressed gratitude for the Elkton Police for their presence in Hollingsworth Manor. She requested increased patrols and drug enforcement.

Ms. Lynne Meekins stated she lived near a house at 117 Whitehall Road, which burned approximately 1 ½ years ago. She said the house was not repaired and stood vacant. She stated the house was an eyesore and asked the Board for assistance. Commissioner Piner stated he talked with Mr. Craig Trostle, Zoning Administrator, regarding the property. He said Mr. Trostle was investigating the proper procedure for addressing the owners of the property.

Mr. Robert Alt stated his support for Commissioner Storke regarding his opinion that the Board should not waive permit fees for Cecil County.

Mr. Alt stated the Board should keep the public informed regarding its business dealings, and asked if any Board member was related to any employee of PC Supplies. The Board answered in the negative.

Mr. James Crouse expressed support for a procurement policy. He stated the Board initiated a procurement policy during his term as Mayor.

Mr. Crouse requested the Board make a formal report to citizens regarding PC Supplies.

Mr. Ronald Rae stated the Board was scheduled to meet with the Cecil County Commissioners on August 7, 2008 to discuss the County's proposed agreement with Artesian Water, which included construction of water and sewer infrastructure in the area known as "Elkton West". He stated the County would benefit from the Town's investment in infrastructure for the Artesian-Town of Elkton Interconnection Project.

Mr. Michael Dixon asked if the Board made a decision regarding the proposed sale of a 23-acre Open Space parcel adjacent to the Elk Landing property. He said the Board discussed selling the parcel to a commercial entity. He asked the Board to consider a statement by the Town regarding the property in 2003, which referred to the parcel as an important property for history, and that it was not to be developed but preserved.

Mr. Dixon said he heard a rumor that the Board had decided not to pursue an agreement with a consultant to sell the parcel, and asked the Board to make an official statement regarding the status of the agreement.

Mayor Fisona stated the Board had not made a final decision regarding the agreement.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the meeting at 8:16 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 the approval of said minutes, are posted at [www.elkton.org](http://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. 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 via email at [elkadsec@iximd.com](mailto:elkadsec@iximd.com) to request a copy of the minutes.