

The Mayor and Commissioners of the Town of Elkton

MINUTES

September 17, 2008

The Mayor and Commissioners of the Town of Elkton (the "Board") held their second regularly scheduled meeting in September 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; Town Administrator Lewis H. George, Jr.; Assistant Town Administrator Kim Kamp; Finance Director Steven Repole; Elkton Police Chief William Ryan; Human Resources Director Venus Kincaid; Administrative Clerk Mary Birney; and Town Attorney H. Norman Wilson, Jr. Esquire.

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

ACTION: The minutes of the September 3, 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 Givens and approved by all present.

Budget Amendment # 2009-004

Steve Repole presented Budget Amendment #2009-004, to replace \$6,585 of the originally approved \$94,500 for the Thompson Water Tank Painting and Repairing Project with a Replacement Pump for Well # 1.

ACTION: Budget Amendment #2009-004 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

Budget Amendment 2009-005

Steve Repole presented Budget Amendment #2009-005 to transfer \$1,625 from Police Support Services – Telephone to Police Patrol & Investigation – Capital, and to reallocate \$1,000 of the originally approved \$373,000 for the purchase of eight (8) fully equipped new police vehicles for materials and labor for the installation of phones, phone jacks, wiring, and phone programming for the new Neighborhood Action Team office.

Commissioner Storke questioned police expense for radios.

Commissioner Givens asked Chief Ryan if we were able to recruit more applicants. Chief Ryan responded in the affirmative, and that the new program will respond to neighborhood concerns regarding burglaries, and out-of-state tag enforcement, and will give patrol officers more flexibility.

ACTION: Budget Amendment #2009-005 was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Piner and approved by all present.

Budget Amendment 2009-006

Steven Repole presented Budget Amendment 2009-006 to transfer from Administration - Salary to Administration – Contracted Services to cover the estimated additional costs for Website design and site hosting by the Cattail Company.

Mr. Repole clarified that this was a transfer within the same department using the savings from lower salary costs to compensate for paying for the Website. He also stated that all budget amendments will now be coming before the Board.

ACTION: Budget Amendment #2009-006 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

Request for Reduction of Water/Sewer Bill for 176 Hollingsworth Manor

Mr. Monty Litzenberg who owns a property located at 176 Hollingsworth Manor, along with his tenant Allen Reynolds, came before Board to request an abatement of his water bill since in his opinion the water had not gone into the sewer, and he fixed the leak as soon as the Town advised him of the problem. Mr. Repole advised that the water had gone to the sewer line, and that he had a fiduciary responsibility to the Town, and did not feel that a credit was appropriate.

Discussion ensued regarding the appropriateness of bringing the issue before the Board as opposed to handling the issue within the administration office, along with discussion of the Charter section which permits the Board to waive water and sewer fees if appropriate. It was agreed that further discussion of this issue would be warranted as the Charter is reviewed at a later date.

ACTION: Commissioner Storke made a motion to grant a credit to Mr. Litzenberg using the 300% limit as stated in the charter, and to permit the Town Administrator and Finance Director the authority to make the final decisions regarding future waivers of water and sewer bills. Commissioner Jablonski seconded the motion, which was approved by all present.

**Town Administrator's Report
Severn Trent Contract Extension**

Mr. George presented the Severn Trent Contract Extension which would extend the current contract by 60 days to resolve issues brought up in staff meetings including the payment of sludge costs, laboratory costs and electric costs.

Commissioner Storke expressed concerns that the Town will not be able to afford to run the new Waste Water treatment plant, and questioned if the Town received a competitive bid. Discussion ensued regarding the proposed 5 year contract as opposed to a three year contract, and the potential savings.

Tom Krall, Regional Project Developer for Severn Trent said the additional costs were due to more staffing required for the new plant, and also due to built in escalators for healthcare costs which is needed to maintain good employees; and escalators for chemical costs that are indexed to energy costs. He explained additional factors regarding costs to the Town, and that the Town's costs should decrease after the first year when the plant is running smoothly.

Commissioner Piner expressed his opinion that a long term contract would be better for the Town.

Mayor Fisona suggested an additional meeting with Severn Trent to further discuss the contract and the comments made by KCI Technologies and staff members. A workshop was scheduled on October 7, 2008,

ACTION: The Severn Trent Contract Extension was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Jablonski and approved by all present.

Quit Claim Deed – The Courts – The Villages of Southfields Homeowners Association Inc, and Luther- Montgomery LLC, to Mayor & Commissioners (Buttonwoods Road)

Mr. George presented the Deed for The Courts for the parking lots, roads and open spaces totaling 6.7 acres, since the homeowners association is now defunct and is not maintaining the area. Norman Wilson recommended acceptance of the deed.

Commissioner Piner questioned the condition of the area and the potential costs and liability for the Town should the deed be accepted.

Commissioner Storke expressed concerns regarding the condition of water lines, and the potential costs to the Town.

Mayor Fisona suggested the deed be presented at the next meeting to give the Board time to obtain information.

Assistant Town Administrator's Report

Kimberly Kamp gave a summation of PC Supplies billing issues. The Town did receive documentation of the work completed, however the work was not completed in a timely manner, and remote access had been permitted without Town representatives being onsite. She stated the Town is pleased so far with the new computer consultant, Michael Devine, who has completed the first phase of work and is under budget.

Mayor Fisona's Report

Mayor Fisona commented that it was good to hear that the new computer company is working under budget.

Mayor Fisona reported that funding has been approved to modify the pedestrian walkway on Route 40 and Delancy Road crossing in June 2009 which is needed with the heavy traffic and the Chik-Filet to be built at that intersection.

Mayor Fisona also reported Jeanne Minner applied for a grant on behalf of the Town from the Maryland Department of Natural Resources Coastal Program, and the grant received will cover all costs relating the Comprehensive Plan update.

Chief Ryan's Report

Chief Ryan reported that a sting operation in the area of Route 40 and Landing Lane, and Landing Lane and Main Street, resulted in nine arrests for solicitation. The names and photographs of those arrested will be published in the Cecil Whig.

Commissioners Jablonski's Report

Commissioner Jablonski reported a good crowd was expected at this year's Fall Fest because of the number of entries in the Firefighter's Challenge, and the expected television coverage of Charm City Cake's presentation at the Firefighter's Challenge. She stated that limited street closures for the event would be in effect on Friday and Saturday, and she thanked Cecil College students and other volunteers for their help.

Commissioner Piner's Report

Commissioner Piner commended the Elkton Police Department for their efforts, and asked for them to keep up the good work. He also was pleased to see the work begin in Meadow Park for the walking track, and noted that several citizens thanked him for the efforts.

Commissioner Givens' Report

Commissioner Givens stated his support for a “dress down policy” which would permit Town employees to dress casually in exchange for a charitable contribution.

ACTION: The dress down policy was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

Public Comment

Becky McKinney commented that she is unhappy with the procedures followed by the 911 dispatchers, and the response time of the officers. She also requested police protection for the bus stops in Hollingsworth Manor.

James Crouse thanked Kimberly Kamp for her P.C. Supplies summation. He also asked that the Town compile a list of maintenance costs for Buttonwoods Road before accepting ownership. He also commended Chief Ryan and the Elkton Police Department for the quick response time when he called the police for assistance.

There being no additional business to come before the Board, Mayor Fisona adjourned the meeting at 8:30 P.M.

Mary Birney,
Administrative Clerk

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 . 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 administration@elkton.org to request a copy of the minutes.