

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

## **MINUTES**

October 15, 2008

The Mayor and Commissioners of the Town of Elkton (the "Board") held their second regularly scheduled meeting in October 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; Zoning Administrator J. Craig Trostle, Jr.; Administration Office Secretary L. Michelle Henson; and Town Attorney H. Norman Wilson, Jr. Esquire. Chief William Ryan was excused from the meeting.

### **Notice of Closed Meeting**

Pursuant to State Government Article § 10-508 (a) consult with counsel to obtain legal advice; a Closed Meeting was held on Wednesday October 1, 2008 in the Mayor and Commissioners Meeting Room at the Elkton Municipal Building, 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.

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

**ACTION:** The minutes of the October 1, 2008 meeting were approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner 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 Piner and approved by all present.

### **Budget Amendment # 2009-007**

Mr. Steven Repole presented Budget Amendment #2009-009 to transfer \$11,563.00 from Police Patrol & Investigation - Capital, to Police Patrol & Investigation - Supplies-Armory to cover the costs for Taser Upgrades, originally budgeted under Capital.

**ACTION:** Budget Amendment #2009-009 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Givens and approved by all present.

### **LGIT Training Grant Award**

Messrs. Jon Burrell, Executive Director, and Lawrence Bohlen, Loss Control Training Coordinator, Local Government Insurance Trust (“LGIT”), were introduced to the Board.

Mr. Burrell stated the purpose of their attendance was to present a Training Grant Award to the Town. He provided a brief history of the Town’s participation in LGIT since joining the trust in November 1999, stating that the Town sent 74 people to training programs over the past several years. He said the Elkton Police Department was approved for a Radar Instructor Training Grant in the amount of \$2,500.00, and formally presented the grant check to Mayor Fisona.

### **Town Administrator’s Report**

#### **Artesian Interconnection Bid Opening**

Mr. George stated the Town received ten (10) bids for the Elkton Artesian Interconnection Project # 2008-006. He read the bids into the record of the minutes, stating the bid documents would be forwarded to the Town’s engineer for review and bid award recommendation. The bid results were announced as follows:

<u>Company</u>	<u>Address</u>	<u>Bid Amount</u>
Cecil Construction Corporation	771 West Pulaski Highway Elkton, Maryland 21921	1,044,196.10
Stewart & Tate, Inc.	20 Craigtown Road, Suite 103 Port Deposit, Maryland 21904	1,133,639.92
Daisy	102 Robino Court, Suite 203 Newport, Delaware 19804	976,351.90
Eastern States Construction Service	702 First State Boulevard Wilmington, Delaware 19804	890,752.15
Joao & Bradley Construction Co., Inc.	P.O. Box 20345 Lehigh Valley, Pennsylvania 18002	1,142,101.00
R.E. Pierson Construction	426 Swedesboro Road Woodstown, New Jersey 08098	897,264.00
JJID, Inc.	100 Julian Lane Bear, Delaware 19701	1,329,887.60
Dixie Construction Co., Inc.	260 Hopewell Road Churchville, Maryland 21028	1,029,658.00
George & Lynch, Inc.	216 East Pulaski Highway, Suite 110 Elkton, Maryland 21921	986,669.00
Meadows Construction, Inc.	266 Little New York Road Rising Sun, Maryland 21911	1,269,395.20

### **Baker's Hill, LLC - Request for Reduction of Letter of Credit**

Mr. George presented the first addendum to the Public Works Agreement between the Town and Baker's Hill, LLC. He stated the corporation requested the amendment in order to reduce the previously required Letter of Credit to zero on the condition that the corporation would not seek building permits for the project.

**ACTION:** The request of Baker's Hill, LLC for a reduction of the Letter of Credit to zero, with the condition that the corporation would not request building permits, was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Givens and approved by all present.

### **Assistant Town Administrator's Report**

Ms. Kamp presented Resolution R4-2008, requesting the Board's approval to participate in the Maryland Municipal League (MML) Geo Cache project. Ms. Kamp read Resolution R4-2008 into the record of the minutes. A copy of Resolution R4-2008 was placed in the record of the minutes.

**ACTION:** Resolution R4-2008 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

### **Procurement Policy Update**

Ms. Kamp provided an update regarding the development of a Procurement Policy for the Town. She requested to schedule a presentation at the November 12, 2008 Workshop meeting to discuss the Board's determination of a monetary standard on which to base the use and implementation of the policy.

Commissioner Givens requested that she present the proposal in writing prior to the workshop.

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

Mayor Fisona stated he received Mr. Robert Litzenberg's resignation from the Town's Planning Commission. He publicly thanked Mr. Litzenberg for his service, and requested the Board's approval of the appointment of Mr. Brad Carillo to complete Mr. Litzenberg's term through January 31, 2009.

**ACTION:** The appointment of Mr. Brad Carillo to the Planning Commission through January 31, 2009, was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski. Commissioner Storke opposed 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

### **Commissioner Givens' Report**

Commissioner Givens stated George Patchell, Executive Director of the Cecil County YMCA, requested to meet with the Board in a workshop setting to discuss a possible partnership with the Town for recreation. It was the consensus of the Board to schedule Mr. Patchell's appearance at the November 12, 2008 workshop.

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

Commissioner Storke questioned if Mr. Carillo submitted a resume prior to his appointment to the Planning Commission. Mayor Fisona answered in the affirmative. Commissioner Storke expressed concerns that the entire Board had not seen the resume, and stated he wanted the Board members to be on the same page.

Commissioner Storke requested that a Police Lieutenant attend the Mayor and Commissioners meetings when Chief Ryan was not available.

**ACTION:** Commissioner Storke's request that a Police Lieutenant attend the Mayor and Commissioners meetings in the absence of Chief Ryan was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

### **Public Comment**

Ms. Mary Beth Snyder-Cole, representing Lyons Pharmacy, expressed concerns regarding 2-hour parking limits, and subsequent enforcement, on Main Street. She stated visitors to the pediatric practice adjacent to her pharmacy received tickets when the physician was running behind schedule, or when they came to her business to fill prescriptions after their appointments. She noted other instances of visitors receiving tickets when they were delayed during other business activities downtown.

Ms. Snyder-Cole stated she understood the necessity of parking limits, and suggested that businesses obtain a parking pass that could be used in the event a client was delayed and needed to extend the 2-hour limit. She stated the business owner would be responsible for the pass, and, if lost, could not have it replaced. She said the passes would be the responsibility of the business owner, and would reduce parking tickets and subsequent bad will for people having legitimate business downtown.

Discussion ensued regarding the prior removal of parking meters in the downtown area to encourage visitors. Mayor Fisona stated merchants could purchase a special key

which could be “front-loaded” with prepaid funds that could offered for use by their customers.

**Motion for a Closed Meeting**

Pursuant to State Government 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 advice; Commissioner Jablonski made a motion for a Closed Meeting. The motion was seconded by Commissioner Givens and approved by all present.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the meeting at 7:55 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.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 by email at [administration@elkton.org](mailto:administration@elkton.org) to request a copy of these minutes.