

The Mayor and Commissioners of the Town of Elkton

September 1, 2021

As part of The Town of Elkton's response to COVID-19, and in order to limit public gatherings during this time, the Mayor and Commissioners of the Town of Elkton (the "Board") conducted a hybrid virtual meeting on this date at 12:00 p.m. The following persons participated in this meeting: Mayor Robert J. Alt; Commissioners Jean A. Broomell, Charles H. Givens, Sr., Robert M. Massimiano and Earl M. Piner, Sr.; Town Administrator Lewis H. George, Jr.; Finance Director Steven H. Repole, CPA; Chief of Police Carolyn Rogers; Director of Public Works J. Daniel Handley, P.E.; Director of Planning Jeanne D. Minner; Human Resources Specialist Renee M. McCormick; Director of Parks & Recreation Mary C. Magaw; Assistant Town Administrator L. Michelle Henson; and Town Attorney John P. Downs, Esquire.

Mayor Alt called the meeting to order at 12:00 p.m. and lead the participants in the Pledge of Allegiance.

ACTION: The minutes of the August 18, 2021 hybrid virtual meeting were approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano 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 Givens. The motion was seconded by Commissioner Broomell and approved by all present.

Introduction of New Employees

Ms. Renee McCormick, Human Resources Specialist, provided an overview of new employees and current open positions within the Elkton Police and Human Resource Departments. Mayor Alt thanked Ms. McCormick for her report, stating it is important for the Board to be advised of new hires and changes within staff, adding that Ms. Henson transitioned from Senior Administrative Specialist to Assistant Town Administrator.

Discussion ensued regarding staffing and hiring procedures at the Parks and Recreation Department.

Commissioner Givens requested documentation regarding the process of internal and external postings for open positions.

Commissioner Piner encouraged posting of job openings within the Elkton community.

Employees of the Quarter Presentation

Mr. Dan Handley, Director, Department of Public Works (DPW), presented the following staff members with Employee of the Quarter awards:

4th Quarter, 2020: Mr. Michael Campbell, DPW Safety Coordinator (Retired).

1st Quarter, 2021: Messrs. Edgar Aguilar and Cliff Houston, DPW Water Meter Upgrade Installation Team.

2nd Quarter, 2021: Messrs. Ned Ramey, Mark Turnbull, Joe Stanley, Walter Scott, CJ Buckland, Morgan Cather, DPW Water/Sewer.

Mr. Handley commended the staff members for their hard work and professionalism, stating the quality of their work speaks volumes.

Mayor Alt commended the staff members, stating they are a great team. He expressed appreciation to DPW for their efforts to minimize impacts to local businesses during a recent water leak.

Elkton Alliance

Traffic Design Group Recommendations Regarding Outdoor Dining on Main Street from Bow Street to 126 East Main Street

Elkton Alliance President Mr. Brad Carrillo and Director Ms. Beckie McMahon introduced themselves to the Board. Mr. Carrillo noted his appearance was on behalf of the Elkton Alliance and as owner of the Elk River Brewery on Main Street.

Mr. Carrillo stated the outdoor dining areas that were established during the COVID19 outbreak have been successful. He stated the Alliance contracted Mr. Alex Meitzler, Traffic Design Group, to review the current seating areas and provide recommendations for improvements. A copy of Mr. Meitzler's report was placed in the record of the minutes.

Mr. Carrillo stated outdoor dining is a great amenity for the Town and asked the Board to consider making it a permanent fixture.

Mayor Alt concurred with Mr. Carrillo, adding his desire for all affected businesses to increase their operating hours in order to attract more customers downtown.

Mr. Carrillo stated the intent is to utilize the outdoor seating 6 days per week, adding that staffing is an issue.

Ms. McMahon stated her goal of operating 7 days per week once her tavern is fully staffed, noting that she purchased blankets and outdoor heaters in order to provide seating during the winter months.

Ms. McMahon stated she keeps her outdoor area available for everyone when she is closed. She stated her goal to improve the landscape of Main Street.

Mr. Carrillo stated he will invest what is needed to bring outdoor seating to approved standards and specifications.

Mayor Alt queried the Board for comments and questions.

Commissioner Givens questioned the outdoor seating capacity at C3NTRAL Tavern. Ms. McMahon stated she can accommodate 20 customers while maintaining social distance.

Commissioner Givens questioned the outdoor seating capacity at Elk River Brewery. Mr. Carrillo stated he can accommodate up to 18 customers while maintaining social distance.

Commissioner Piner questioned if seating for Spork was included in the recommendations. Mr. Carrillo stated the sidewalk is very wide at Spork, which provides for outdoor seating without impacting parking spaces.

Commissioner Piner questioned if any other restaurants expressed interest in outdoor seating. Mr. Carrillo answered in the negative, noting the traffic study recommendations delineates areas for Spork and Main Street Pizza & Steak Shop.

Discussion ensued regarding design specifications of potential permanent outdoor seating areas.

Mayor Alt expressed support for the traffic study recommendations. Commissioners Broomell and Massimiano echoed Mayor Alt's support.

Mayor Alt's Report

Mayor Alt noted the increased construction activity, noting the anticipated job creation in Elkton.

Commissioner Massimiano's Report

Commissioner Massimiano stated the Cecil County Arts Council is presenting an "Art of Tattoo" exhibit on Friday, September 3rd.

Commissioner Massimiano expressed appreciation for DPW crews who responded to a 3:00 a.m. water leak on Main Street.

Commissioner Massimiano wished all in attendance a happy and safe Labor Day weekend.

Commissioner Givens' Report

Commissioner Givens wished all in attendance a happy Labor Day.

Public Comment

Ms. Rosemary Murphy stated she is in a group of walkers who utilize the Meadow Park walking track on a daily basis. She asked the Board to consider opening the park earlier in the day during hot weather in order for the group to avoid high temperatures.

Mayor Alt stated he will follow up with Chief Rogers regarding the request. Mr. Handley noted that a light at the back area of the park will be installed in September.

Ms. Murphy expressed concerns regarding the condition of the property adjacent to hers. She stated she has spoken to Zoning Administrator Chip Bromwell regarding the property and the owner's reluctance to maintain it. Ms. Murphy questioned if the Town could fine owners of nuisance properties. Mayor Alt expressed his frustration that COVID restrictions have impacted the Town's efforts having Code Enforcement cases heard by the Courts.

Ms. Murphy stated the previous street scape project eliminated several parking spots on Main Street, adding that access to her driveway is often impeded. Commissioner Piner requested the extension of the yellow curbing adjacent to Ms. Murphy's driveway.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 12:57 p.m.

L. Michelle Henson
Assistant Town Administrator

**A 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. The minutes, in hard copy format, are retained indefinitely by the Town of Elkton, Administration Office, 100 Railroad Avenue, Elkton, Maryland 21921.