

The Mayor and Commissioners of the Town of Elkton

October 6, 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 Planning Jeanne D. Minner; Building & Zoning Director Charles A. Bromwell; Human Resources Specialist Renee McCormick; 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 September 15, 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 Piner. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt asked that updates regarding the Town's funds associated with the American Rescue Plan Act (ARPA) be included in future Financial Reports.

Commissioner Broomell questioned if the Town is receiving interest on its ARPA funds. Mr. George answered in the affirmative, stating the funds were deposited in an interest-bearing account.

Town Administrator's Report

Ordinance 5-2021 Amending Police Pension Plan - Presented for Introduction

Mr. George presented Ordinance 5-2021 for introduction. He stated that Elkton Police Officers' participation in the Pension Plan begins upon being sworn in. He added that the purpose of Ordinance 5-2021 is to amend the Police Pension Plan by providing credit for Officers during the months during which they are enrolled in the Training Academy. A copy of Ordinance 5-2021 was placed in the record of the minutes. Mr. George stated that Ordinance 5-2021 was reviewed and approved by Counsel.

ACTION: Ordinance 5-2021 was approved for introduction on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

**KCI Technologies Proposal - Red Hill Reservoir Rehabilitation Project 2021-003
Presented for Approval**

Mr. George presented a proposal from KCI Technologies for assessment of the Town's (2) 900,000 gallon in-ground reservoirs at a cost of \$13,500. A copy of the proposal was placed in the record of the minutes.

Mayor Alt questioned if the project will be funded via ARPA. Mr. George answered in the affirmative.

ACTION: The proposal from KCI Technologies to assess the Town's (2) 900,000 gallon in-ground reservoirs was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

**Agreement - Southfields of Elkton Capital Development LLC
McKinney Park Hatchery - Wetlands Mitigation Project Presented for Approval**

Mr. George stated the Board previously discussed utilization of the former hatchery area of J. Evans McKinney Commemorative Park for creation of a wetland mitigation area. He stated the project is being requested by Southfields of Elkton Capital Development, LLC in order to mitigate wetlands disturbance created by the Southfields development south of Elkton. He presented an agreement between the Town and Southfields of Elkton Capital Development, LLC regarding the project.

ACTION: The agreement with Southfields of Elkton Capital Development LLC regarding the Wetlands Mitigation Project at the McKinney Park Hatchery was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Piner and approved by all present.

**Memorandum of Understanding with Cecil County
213A and 213 B East High Street - Presented for Approval**

Mr. George asked Mr. Downs to provide an update regarding a draft Memorandum of Understanding (MOU) between the Town and Cecil County Government in order for the Town to obtain blighted property located at 213A and 213B East High Street.

Mr. Downs stated that the MOU will be completed and presented for the Board's final approval at a subsequent Board meeting.

Discussion ensued regarding previously recorded comments from the Cecil County Executive in which concerns were raised about behavior of County Council members during recent public hearings associated with annexation of property into the Town of Elkton.

Mayor Alt expressed support for his fellow Board members and Town staff, adding that he will never call out his fellow Board members in such a way.

Commissioner Broomell stated she had a brief conversation with the County Executive regarding the issue, stating the County Executive clarified that her comments were directed at her Board, not the Mayor & Commissioners.

Commissioner Massimiano stated his support for his fellow Board members and Town staff.

Mayor Alt's Report

Mayor Alt asked the Board for nominees for vacancies on various Town boards and committees.

Mayor Alt stated the Town received the first of two ARPA payments, which can be used for infrastructure and broadband projects, stating that clarification is needed for requests from non-profits which were negatively impacted during the COVID pandemic. Mayor Alt asked Department Managers to consider pandemic-related losses in revenue.

Discussion ensued regarding non-profit entities that have approached the Town regarding ARPA fund assistance. Mayor Alt requested that the Board compile a list of non-profit entities that have requested ARPA-related funding assistance. He suggested a set-aside of a specific amount of funds to assist 501(c)(3) organizations that apply for assistance.

Mayor Alt asked the Board to compile a list of Town projects that could potentially utilize ARPA funds.

Mayor Alt stated the Board received a request for financial assistance from Singerly Fire Company. He stated a previous presentation by Singerly helped him realize that the fire company carries a substantial financial burden.

Mayor Alt asked the Board to consider ways to increase financial support for Singerly Fire Company.

Discussion ensued regarding potential funding sources for Singerly Fire Company.

Commissioner Broomell's Report

Commissioner Broomell expressed support for assistance to Emergency Response agencies.

Commissioner Piner's Report

Commissioner Piner expressed regret that he was not able to attend the recent Elkton Police Department award ceremony and Firemen's banquet due to scheduling conflicts.

Commissioner Massimiano's Report

Commissioner Massimiano stated that the Downtown merchants appreciate the placement of a dumpster for disposal of flood-damaged material.

Commissioner Massimiano commended Mr. Ed Dowell's work on a railing for the stairwell leading from the Howard Street parking lot to East Main Street.

Commissioner Massimiano stated the Fall Fest event was a success.

Commissioner Givens' Report

Commissioner Givens requested padding for exposed areas in the Neighborhood Community Center (NCC) gym.

Commissioner Givens commended Chief Rogers regarding her role as Chief of Police and her interaction with the community.

Commissioner Givens announced the Faith and Blue event at the NCC on October 9th from 12:00 p.m. to 3:00 p.m., stating that Wrights Church will participate with ice cream and a video game truck.

Commissioner Givens stated he observed several people utilizing the Town's pickle ball courts.

Commissioner Givens requested an update regarding the environmental assessment at 205 Booth Street. Mr. George stated he will obtain an update from Stephens Environmental.

Commissioner Givens stated he planned to attend the Maryland 5-Star Event in Fair Hill during the weekend of October 16-17.

Mayor Alt asked the Board to consider review of the Town's payroll structure. Ms. McCormick stated Human Resources requested the review of the Town's payroll structure in order to assure that the pay scale meets minimum wage requirements and can compete with other employers.

Motion for a Closed Meeting

Pursuant to State Government Statutory Authority to Close Session, General Provisions Article, §3-305(b) (3) To consider the acquisition of real property for a public purpose and matters directly related thereto; Commissioner Givens made a motion for a Closed Meeting. The motion was seconded by Commissioner Massimiano and approved by all present.

Mayor Alt announced that the Public Meeting will not reconvene, adding that the Board will conduct a Special Workshop meeting at 2:30 p.m. today.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 1:02 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.