

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

October 20, 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; Director of Public Works J. Daniel Handley, P.E.; Human Resources Specialist Renee McCormick; Assistant Town Administrator L. Michelle Henson; and Town Attorney John P. Downs, Esquire.

Notice of Closed Meeting

On October 6, 2021, during a regularly scheduled meeting of the Mayor and Commissioners of the Town of Elkton, a Closed Meeting was conducted 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.

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 October 6, 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.

Discussion: American Rescue Plan Act (ARPA)

Mayor Alt stated that the Town has received the first \$7 million of anticipated \$15 million in ARPA funding, adding that he met with Messrs. George and Handley and representatives of KCI Technologies to discuss priority projects that would meet ARPA funding requirements. A copy of the project list was reviewed and placed in the record of the minutes.

Mayor Alt noted that the Town's Wastewater Treatment Plant (WWTP) will require upgrades in order to increase capacity, adding that the design phase of this project is included in the first round of ARPA funding.

Discussion ensued regarding anticipated expenses and funding of future WWTP upgrades.

Mayor Alt stated the Town has been approached by several non-profit entities regarding ARPA assistance for lost revenues during COVID-related closures and cancellations of events.

Commissioner Givens questioned if the Town could assist non-profits. Mr. George stated he reached out to the Maryland Municipal League (MML) and is awaiting feedback, adding that any information will be shared with the Board.

Mr. George stated that the Federal Government has provided explicit details regarding utilization of ARPA funds, adding that audits will be conducted after certain spending thresholds are reached.

Town Administrator's Report

Ordinance 5-2021 Amending police Pension Plan - Presented for Adoption

Mr. George presented Ordinance 5-2021 Police Pension Plan for adoption, stating that the Board accepted Ordinance 5-2021 for introduction at the October 6th meeting.

Mr. George stated Ordinance 5-2021 amends the Code of the Town of Elkton, Title 2, Chapter 2.28, the Elkton Police Pension Plan to provide that an employee hired with the intent to become a sworn officer of the police department may be given service credit in the Elkton Police Pension Plan from the date the employee was hired, contingent on the employee contributing to the Plan commencing on employment or as otherwise provided by the Town. A copy of Ordinance 5-2021 was placed in the record of the minutes.

ACTION: Ordinance 5-2021 Police Pension Plan was adopted on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

Chesapeake Boulevard Sanitary Sewer Force Main Upgrade Proposal - KCI

Mr. George presented a proposal from KCI Technologies regarding upgrades to the Chesapeake Boulevards sanitary sewer force main. He stated KCI proposes to conduct the extensive engineering involved in the project at a cost of \$85,000, adding that upgrade will support the Clene Nanomedicine facility on Chesapeake Boulevard.

ACTION: The Chesapeake Boulevard Sanitary Sewer Force Main Upgrade proposal from KCI was accepted on a motion made by Commissioner Broomell. The motion was seconded by Commissioner Massimiano and approved by all present.

205 Booth Street - Environmental Evaluation - Stephens Environmental

Mr. George stated a phase I environmental assessment was conducted on the Town-owned property at 205 Booth Street, during which evidence of the removal of a heating oil tank could not be confirmed. He stated Stephens Environmental proposed to conduct additional assessments,

including testing of the heating oil tank area, at a cost of \$4,800. Mr. George added that DPW will assist by performing any required excavation.

Commissioner Givens questioned the depth of excavated areas. Mr. Handley stated approximately 4 feet of soil will be removed from the excavated areas at varying depths.

ACTION: The Stephens Environmental proposal regarding Environmental Evaluation of 205 Booth Street was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

Proclamation P32-2021 Economic Development Week - October 25-29, 2021

Mr. George presented Proclamation P32-2021, designating October 25-29, 2021 as Economic Development Week in Elkton. A copy of Proclamation P32-2021 was read and placed in the record of the minutes.

ACTION: Proclamation P32-2021 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt's Report

Mayor Alt stated he and Commissioner Massimiano recently attended a meeting of the Rotary Club, during which he had the opportunity to share the many recent accomplishments and positive activity in Elkton. He stated accomplishments include the acquisition of the Armory, the opening of the Neighborhood Community Center, acquisition of 205 Booth Street for future transfer and use as a museum and cultural center, and increased residential and commercial development. A copy of Mayor Alt's presentation was placed in the record of the minutes.

Mayor Alt stated he attended the Cecil County Realtors Event at the Rosewood facility, located just north of Elkton. He commended the facility, stating it would be a great addition to Town.

Mayor Alt stated he attended the Maryland 5 Star Event at Fair Hill, stating Cecil County can be proud to host such an event.

Mayor Alt stated he toured the Armory with a group of interested citizens who provided input regarding prospective uses for the facility.

Mayor Alt reported that the Board will not conduct meetings on the third Wednesday in November or December, and added that all meetings in 2022 will commence at 12:00 p.m.

Mayor Alt announced the annual Halloween Parade is scheduled for Saturday, October 23rd at 7:00 p.m.

Commissioner Givens' Report

Commissioner Givens thanked Cecil County and Artesian Water for inviting the Board to the Maryland 5 Star Event.

Commissioner Givens questioned if vaccinations are now required for Police Officers. Mr. George answered in the negative.

Commissioner Piner's Report

Commissioner Piner echoed Commissioner Givens' comments regarding the 5 Star Event.

Commissioner Massimiano's Report

Commissioner Massimiano commended Mayor Alt's presentation to the Rotary Club, stating that the Mayor represents Elkton well.

Commissioner Massimiano stated the 5 Star Event was a great success.

Commissioner Massimiano stated DPW craftsman Mr. Ed Dowell is currently creating a railing for the stairs that lead from the Howard Street parking lot to Main Street. He stated Mr. Dowell is in need of a powder coating oven, which he can construct if the materials are purchased. Mr. Handley stated he will assist Mr. Dowell in purchasing the materials to construct the oven.

Commissioner Massimiano stated he and Commissioner Broomell experienced a simulator that EPD Officers utilize for weapons training. He stated the simulator places the user in the Police Officer's shoes, adding that it is an eye opening experience. Commissioner Massimiano expressed his desire for EPD to obtain a new simulator. Mr. George stated a new simulator could be purchased with forfeited funds.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 6:47 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.