

The Mayor and Commissioners of the Town of Elkton

May 18, 2022

The Mayor and Commissioners of the Town of Elkton (the "Board") held a regularly scheduled meeting on this date at 12:00 p.m. The following persons were present: 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; Director of Human Resources Andy Rodriguez; Chief of Police Carolyn Rogers; Director of Public Works J. Daniel Handley, P.E.; Director of Parks and Recreation Mary C. Magaw; Director of Planning Jeanne D. Minner; Assistant Town Administrator Michelle Henson; Administrative Assistant Catheline Adams; and Town Attorney John P. Downs.

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

Notice of 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; and (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans; a Closed Meeting was held on Wednesday, May 4, 2022.

ACTION: The minutes of the May 4, 2022 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 Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

Administration of Oath of Office

Elkton Police Officer Joshua Jollie

Mayor Alt administered the Oath of Office to Elkton Police Officer Joshua Jollie.

Public Hearing

Ordinance 1-2022 Fiscal Year 2023 Budget - Presented for Introduction

Mayor Alt declared the Public Hearing open at 12:05 p.m.

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Mr. Repole stated Ordinance Fiscal Year 2023 Budget will be presented for approval on June 1, 2022.

Mayor Alt provided a Power Point presentation of the Fiscal Year 2023 (FY23) Budget, a copy of which was placed in the record of the minutes. Mayor Alt stated the FY23 Budget, as presented, had a few outstanding items, such as wage information, adding that he is waiting for additional data from the Department of Human Resources.

Mayor Alt stated approximately 50% of the FY23 Budget is dedicated to Public Safety, 32% to Public Works, and the balance to Administrative functions and Parks & Recreation.

Mayor Alt noted that the Real Property tax rate has remained steady for the past 6 years.

Mayor Alt noted that the costs of water production and sewage treatment have increased dramatically over the past few years, adding that no member of the Board wants to increase rates, adding that they will work to keep rates steady.

Mayor Alt announced that the Town retired over \$15 million in debt associated with the State-mandated Wastewater Treatment Plant (WWTP) upgrade in 2006. Mr. George added that the Town received over \$13 million in grants toward the \$40 million cost of the facility upgrade.

Mayor Alt, noting an increase in trash/recycling costs from the Town's contracted service, stated that waste removal will increase \$3 per quarter.

Mayor Alt stated that EPD sworn personnel will receive salary adjustments pursuant to their Collective Bargaining Agreement with the Town.

Mayor Alt stated the FY23 Budget does not provide for new positions, adding his goal to hire an Economic Development Director and Grant Writer in the future.

Mayor Alt stated fringe benefits increased approximately 3%.

Mayor Alt expressed his support for funding of the Maryland Main Street Program.

Mayor Alt queried the audience for comments regarding the FY23 Budget. Hearing none, he queried the Board for comments.

Commissioner Givens expressed support for the FY23 Budget.

Hearing no additional comments, Mayor Alt declared the Public Hearing closed at 12:15 p.m.

ACTION: Ordinance 1-2022 Fiscal Year 2023 Budget was approved for introduction on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

Public Hearing

Ordinance 2-2022, for the purpose of amending the Town of Elkton Zoning Ordinance Article XI Planned Developments - clarifying Open Space and Active Recreation Space requirements - Presented for Introduction.

Mayor Alt declared the Public Hearing open at 12:15 p.m.

Ms. Minner stated the amount of open space and recreational space originally required for Planned Unit Developments (PUD) was excessive. She stated the requirements are now the same as apartment and multi-family developments located outside of the PUD District.

Ms. Minner stated the Town Planning Commission reviewed and approved the proposed amendments on May 9th. A copy of the Planning Commission's findings were read and placed in the record of the minutes.

Mayor Alt queried the audience for comments regarding Ordinance. Hearing none, Mayor Alt queried the Board for comments regarding Ordinance. Commissioner Givens expressed support for Ordinance.

Hearing no additional comments to come before the Board, Mayor Alt declared the Public Hearing closed at 12:18 p.m.

ACTION: Ordinance 2-2022 was approved for introduction on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

Discussion - Tax Increment Financing District

Resolution R6-2022 Establishing a Tax Increment Financing District

Ms. Kimberly Min, Esquire, representing Whiteford, Taylor and Preston, was introduced to the Board. She stated the purpose of her appearance was to discuss the Town's proposed Tax Increment Financing District (TIF), and Resolution R6-2022, which creates the actual TIF District.

Mr. George stated that Ms. Min was hired as Counsel to assist the Town in creation of the TIF District. He provided a boundary map of the Town of Elkton, stating that the TIF District will encompass the entire town.

Ms. Min stated the planned TIF District and associated Resolution R6-2022 fall within State requirements.

Ms. Min stated the TIF does not obligate the Town to issue bonds or payments, adding that the TIF District provides a tool for the Town to obtain bonds in the future. She stated establishing a financial baseline now will enable the Town to obtain future bonds at a higher rate, as real property assessment will be higher in the future.

Mr. George questioned if money placed in a TIF fund is required to include the principal and interest on the bonds. Ms. Min answered in the negative.

Mr. George questioned the typical maturity date of TIF related bonds. Ms. Min stated the typical maturity date is 20 to 30 years, depending upon the expected lifespan of the funded capital improvements.

Commissioner Massimiano questioned if future annexed property will be included in the TIF District. Mr. George answered in the affirmative, stating annexation results in enlargement of the Town's boundaries and therefore the TIF District.

ACTION: Resolution R6-2022 Establishing a Tax Increment Financing District, was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

Town Administrator's Report

Mr. George stated the Town is in the process of restoring the reservoirs, which were constructed in 1935. He stated the Town will utilize American Rescue Plan Act (ARPA) funds to purchase liners and fund rehabilitation of each reservoir.

Mr. Handley stated ARPA funds will be utilized to upgrade the force main at Chesapeake Boulevard to accommodate the new CLENE Nanomedicine facility.

Mr. George stated ARPA funds will be used to upgrade the UV disinfection system at the Waste Water Treatment Plant.

Mr. George stated he has not received any updates regarding the proposed pedestrian bridge at Delaware Avenue.

Mayor Alt's Report

Mayor Alt noted this is the first meeting since the Municipal Election on May 10th. He congratulated Commissioners Broomell and Massimiano for their respective re-elections and thanked Mr. Dayquan Stewart for participating in the process.

Mayor Alt stated this is his last term to serve as Mayor, and expressed his desire for the Town to continue moving forward.

Mayor Alt noted that the Town will soon experience an unprecedented number of staff retirements, and reiterated his desire for succession planning.

Mayor Alt expressed his desire to move forward with infrastructure improvements, such as street paving. He added his goal of addressing blighted properties in Town.

Mayor Alt expressed support for the planned Sportsplex at Southfields, stating it will bring revenue to the Town.

Mayor Alt requested that the Board begin reviewing the Town's Charter and Code, asking that a chapter be reviewed at each workshop, adding that he and the Board are often approached by citizens with questions or complaints, and that he and the Board need to be familiar with Town Codes.

Mayor Alt advised Ms. Henson that she and Ms. Paula Newton are tasked with reviewing the Election Article from the Town's Charter. He stated that future candidates and those who serve should have a clear understanding of the expectations of candidacy and community service.

Commissioner Givens concurred with Mayor Alt's statements, stating that public service is a job done for love of community, not for money.

Mayor Alt requested assistance from DPW for the annual Fishing Rodeo, scheduled at 9:00 a.m. on May 21st at Howards Pond. He asked Mr. Handley to coordinate transport of the fishing rods and other supplies from the Armory to Howards Pond.

Mayor Alt requested the installation of a stockade fence between the rear of the properties on Continental Drive and the new townhouses being built at Red Hill. He stated the fence could be used to define the Mason-Dixon trail that runs through the area.

Mayor Alt commended the public service efforts of Cecil Strive Hoops and Coach Mr. Rahim Gatewood, and asked the Board to support a \$500 donation to the organization. It was the consensus of the Board to support a \$500 donation to the Cecil Stride organization.

Commissioner Massimiano's Report

Commissioner Massimiano expressed his appreciation for his election to the Board. He commended Mr. Stewart and Ms. Jackson for their efforts as candidates.

Commissioner Massimiano reported there are 90 pre-registered attendees for the Fishing Rodeo. He thanked the many sponsors and those who donated to the event.

Commissioner Piner's Report

Commissioner Piner congratulated Commissioners Broomell and Massimiano for their successful campaigns.

Commissioner Piner thanked all who participated in the recent cleanup at Hollingsworth Manor.

Commissioner Piner expressed his desire for community meetings to discuss crime and other citizen concerns.

Commissioner Givens' Report

Commissioner Givens welcomed Mayor Alt and Commissioners Broomell and Massimiano back to the Board.

Commissioner Givens concurred with Commissioner Piner's statement regarding a community meeting, adding that public input and education are needed.

Commissioner Givens commended Chief Rogers and EPD for their efforts and ability to adjust to changing times.

Commissioner Givens acknowledged the retirement of Parking Enforcement Official Ms. Clara Mae Wilson. He stated she often took a lot of abuse in her position and applauded her for her consistent display of grace.

Commissioner Givens noted that Mr. Joe Piner's documentary regarding mental health is being shown at Elkton High School on Friday, May 20th.

Commissioner Broomell's Report

Commissioner Broomell congratulated Mayor Alt and Commissioner Massimiano on their successful campaigns. She congratulated Mr. Stewart for his positive campaign and encouraged him to remain involved in community service.

Commissioner Broomell expressed support for Mayor Alt's vision for Elkton, including addressing blighted properties as well as obtaining staff for economic development and grants.

Commissioner Broomell thanked Public Works for repairs to the sidewalk adjacent to the Elkton Alliance.

Commissioner Broomell questioned the status of a citizen's concern regarding untagged vehicles on East Village Drive. Chief Rogers stated EPD is working with the Zoning Department and the Town's counsel to address untagged vehicles in that neighborhood. Lt. Lawrence Waldrige added that parking spaces are partially deeded to property owners in that neighborhood, which can complicate enforcement efforts, as an untagged vehicle on public property is a Police matter, while an untagged vehicle on private property is a Code Enforcement matter.

Discussion ensued regarding Town regulations regarding parking of vehicles on private property vs. public property. Discussion continued regarding the necessity of planning for potential parking issues associated with future developments.

Chief Rogers stated EPD has initiated an education campaign regarding registration of out-of-state vehicles, adding that EPD will follow up with enforcement.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 1:14 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.