

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

September 21, 2022

The Commissioners of the Town of Elkton (the "Board") held a regularly scheduled meeting on this date at 12:00 p.m. The following persons attended the meeting either in person or virtually: Commissioners Charles H. Givens, Sr., Jean A. Broomell, Robert M. Massimiano and Earl M. Piner, Sr.; 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 Building and Zoning Charles Bromwell; Assistant Town Administrator L. Michelle Henson; Administrative Assistant Catheline Adams; and Town Attorney John Downs, Esquire. Mayor Robert J. Alt and Town Administrator Lewis H. George, Jr. were excused from the meeting.

Commissioner Givens 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 7, 2022 meeting were approved on a motion made by Commissioner Piner. 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 Broomell. The motion was seconded by Commissioner Massimiano and approved by all present.

Petition for Annexation - Presented for Approval

Mr. Lou Ramunno, representing Liborio III, LP, owner of properties located in the Third Election District, Cecil County, Maryland, and identified on Cecil County Tax Map 026F, Parcels 263, 170, 146, 145, 148, 149, 150 and Cecil County Tax Map 027D, Parcels 74, 207, 206, 208, 209, 215, 211, 212, 210, 280, 214, 213, consisting of approximately 64.22.46 acres with improvements erected thereon, and further described in the Cecil County Land Records in Liber 0726, folio 0842

Commissioner Givens announced that the above referenced Petition for Annexation had been withdrawn by Mr. Ramunno.

Petition for Annexation - Presented for Approval

Ms. Angela Maidment, representing Perch Creek Properties, LLC, owner of property located in the Third Election District, Cecil County, Maryland, and identified on Cecil County Tax Map 33C, Parcel 0669, consisting of approximately 37.726 unimproved acres, and further described in the Cecil County Land Records in Liber 4887, folio 0199

Ms. Angela Maidment and Mr. Avi Hoffer, representing Perch Creek Properties, LLC, presented the above referenced Petition for Annexation.

Commissioner Massimiano questioned the planned use of the property. Ms. Maidment stated the property, which is adjacent to the existing Estes Truck Terminal at Chesapeake Boulevard, will be used for tractor and trailer parking as well as a maintenance shop facility. She added that the parcel will hold 843 spaces.

Commissioner Givens queried Ms. Maidment regarding access to the site. Ms. Maidment stated the site will be accessed via the Estes Terminal, adding that no access to Maloney Road will be permitted. Ms. Maidment stated that limited ingress and egress to the site will enhance security.

Commissioner Broomell questioned the amount of water and sewer that will be required for the site. Ms. Maidment stated the facility will be comprised of a 5-bay shop, requiring minimal water and sewer, and added that water and sewer will be tied into the existing Estes Terminal infrastructure.

ACTION: The Petition for Annexation regarding the above referenced parcel was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

Annexation A4-2022 Regarding the Above Referenced Petition for Annexation Presented for Introduction

ACTION: Annexation A4-2022 regarding the above referenced Petition for Annexation was approved for introduction on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

Singerly Fire Company Recognition of Elkton Police Department

Messrs. Robert Muller and Roger Bowman, representing Singerly Fire Company, presented commendations to Elkton Police Officers Pirritano, Roland, Brown and Farren, who responded to a situation in which Singerly Emergency Response staff members were threatened with a firearm while assisting a victim of domestic violence. Mr. Muller stated EPD Officers responded to the scene which was out of Town limits, and de-escalated the situation, assuring the safety of the EMS staff.

Town Administrator's Report

Proclamation P33-2022 Elkton High School Alumni Night October 7, 2022

Ms. Henson presented Proclamation P33-2022 declaring October 7, 2022 Elkton High School Alumni Night. A copy of Proclamation P33-2022 was read and placed in the record of the minutes.

ACTION: Proclamation P33-2022 was approved on a motion made by Commissioner Broomell. The motion was seconded by Commissioner Massimiano and approved by all present.

**Elkton Alliance Request for Waiver of Alcohol Prohibition EHS Alumni Night
October 7, 2022**

Ms. Henson presented a request from the Elkton Alliance for a Waiver of Alcohol Prohibition for EHS Alumni Night activities on October 7, 2022.

ACTION: The request for a Waiver of Alcohol Prohibition for EHS Alumni Night activities on October 7, 2022 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

Davenport Public Finance Engagement Letter - Presented for Approval

Ms. Henson presented an engagement letter on behalf of Davenport Public Finance. She stated the engagement letter will authorize the company to provide financial advice to the Town and to establish a bond rating for the issuance of bonds for the Southfields sports park. Ms. Henson stated the letter was presented for the Board's approval for Mayor Alt to execute the document.

ACTION: The request for the Board's authorization for Mayor Alt to execute the Davenport Public Finance Engagement Letter was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Massimiano and approved by all present.

Commissioner Givens' Report

Commissioner Givens commended the Elkton Alliance and volunteer Ms. Margie Blystone for the recent Fall Fest event.

Commissioner Givens questioned Human Resources Director Andy Rodriguez for a status of employee evaluations. Mr. Rodriguez stated evaluations had been distributed to Department Managers earlier in the year.

Commissioner Givens questioned the status of the digital time system. Mr. Rodriguez stated training and implementation are ongoing with the anticipation that the system will go live after next week.

Discussion ensued regarding oversight and procedures for corrections or amendments to electronic time sheets.

Commissioner Givens, on behalf of Mayor Alt, requested the Board's support of a \$500 donation to the Rotary Club of Cecil County. It was the consensus of the Board to support a \$500 donation to the Rotary Club of Cecil County.

Commissioner Massimiano's Report

Commissioner Massimiano requested litter removal at Marina Park.

Commissioner Massimiano requested an additional handicapped ramp adjacent to Dr. Mulvey's practice on Main Street.

Commissioner Massimiano requested the installation of an electronic radar sign at North Street adjacent to Elkton Middle School.

Commissioner Piner's Report

Commissioner Piner stated he heard many positive comments regarding the recent Fall Fest event and commended Ms. Blystone and the other volunteers who made it a success.

Commissioner Massimiano echoed Commissioner Piner's comments.

Public Comment

Ms. Margie Blystone thanked the volunteers who made the Elkton Fall Fest a success. She stated volunteers provided over 400 hours to the Elkton Alliance in September, equating to over \$12,000.

Hearing no additional business to come before the Board, Commissioner Givens adjourned the meeting at 12:50 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.