

The Mayor and Commissioners of the Town of Elkton

December 7, 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: 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 Planning Jeanne D. Minner; Planning Assistant Quinn Krenzle; Director of Human Resources Andy Rodriguez; Chief of Police Carolyn Rogers; Director of Public Works J. Daniel Handley, P.E; Assistant Town Administrator L. Michelle Henson; and Town Attorney John 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 November 16, 2022 meeting were approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Broomell and approved by all present with no corrections.

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 Massimiano and approved by all present.

2021 Annual Planning Report Presentation

Ms. Jeanne Minner, Director of Planning

Ms. Minner presented the Town of Elkton 2021 Annual Planning Report for approval. She stated she is required to present the report to the Board for approval as part of the process of filing the document with the Maryland Department of Planning. A copy of the report was reviewed and placed in the record of the minutes.

ACTION: The 2021 Annual Planning Report was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

Discussion - Southfields Update

Mr. Ray Jackson, Stonewall Development

Mr. Ray Jackson, representing Stonewall Development, introduced himself to the Board. He stated the purpose of his appearance was to provide an update regarding Southfields, a Planned Unit Development (PUD) for which Stonewall Development received approval in 2019.

Discussion ensued regarding regulatory challenges faced by the Town of Elkton as well as Stonewall Development associated with the PUD.

Mr. Jackson expressed concerns regarding construction of infrastructure on the west side of Route 213, specifically for water and sewer as well as the main boulevard, adding that the residential, retail and sports developments are dependent upon construction of the boulevard.

Commissioner Broomell questioned why the plans for the boulevard had to be resubmitted. Mr. Jackson answered that the plans had to be resubmitted due to a stormwater calculation issue.

Mr. Jackson stated his request for conditional approvals in order to move forward with boulevard construction.

Discussion ensued regarding conducting monthly update meetings with Mr. Jackson.

Ms. Minner stated the issue with stormwater runoff from the boulevard came to light during drafting of the Public Works Agreement (PWA). She noted that the State of Maryland requires that a development cannot create more stormwater runoff than existed prior to building the project.

Ms. Minner stated she previously suggested the construction of a temporary trap that could handle the stormwater runoff.

Mayor Alt questioned if the Planning Commission had approved the boulevard. Ms. Minner answered in the affirmative, adding that she is awaiting engineering drawings.

Mr. Jackson expressed his desire for regular meetings between his engineers and the Town's. Mayor Alt suggested bi-weekly meetings to include the Town's staff and engineers, and Mr. Jackson with his engineers.

Commissioner Broomell questioned if the residential plan had been altered. Mr. Jay Heilman, representing DR Horton, answered in the affirmative. Commissioner Broomell noted that staff can only react to what they are presented, adding her desire that a final layout will be presented.

Mr. Mike Browne, representing Sideline Properties, reiterated his desire for the Town to move forward with bonding procedure prior to the anticipated completion of the project's feasibility study.

Discussion - Waste Management Services Update

Mr. Paul Beane, representing Waste Management Services (WM) the Town's trash and recycling contractor, introduced himself to the Board. He stated the purpose of his appearance was to discuss WM's recent changes to the Town's collection schedule.

Mr. Beane stated WM requested the changes in order to streamline the collection process and address WM's rising operation costs.

Mayor Alt stated he supports WM's attempts to improve services, adding his disapproval of WM's implementation of limits on the amount of material collected.

Mr. Beane stated WM eliminated limitations on the amount of material being collected.

Mr. Beane reiterated WM's increasing operational costs, and stated WM will request an increase for monthly fees.

Town Administrator's Report

American National Red Cross Lease Amendment #12 Regarding Leased Premises at 207 Blue Ball Avenue

Mr. George stated the Town leases approximately 300 square feet of space at 207 Blue Ball Avenue, adding that the current lease expires on March 31, 2023. He presented Amendment #12, which extends the lease to March 31, 2025.

ACTION: The American National Red Cross Lease Amendment #12 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

Appointment - Board of Zoning Appeals

Mayor Alt requested the Board's approval of the appointment of Mr. Sam Goldwater to fill a vacancy on the Board of Zoning Appeals for the term December 7, 2022 to January 31, 2025.

ACTION: The request to appoint Mr. Sam Goldwater to fill a vacancy on the Board of Zoning Appeals for the term December 7, 2022 - January 31, 2025 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt asked Mr. Repole to follow up with Fulton Bank regarding a request from the bank to invest Town of Elkton funds in Certificates of Deposit.

Mayor Alt, referring to Mr. George's recent proposal for replacement of Well House #3, questioned if the structure will be similar to Well House #4. Mr. George answered in the affirmative, stating he will request a design proposal from KCI Technologies, the Town's engineering firm.

Mayor Alt questioned the status of the Holly Hall mansion property. Mr. Downs stated the title search is ongoing.

Mayor Alt announced that he will be out of Town on December 14, 2022, and therefore not available for the workshop.

Mayor Alt questioned the status of the UV system installation at the Water Treatment Plant. Mr. George stated the UV system had been installed however the electrical contractor had not completed wiring of the units.

Mayor Alt stated he attended the annual Christmas Tree Lighting event Downtown on December 2, 2022.

Commissioner Massimiano's Report

Commissioner Massimiano stated he recently met with ERP, the company installing additional cameras in the Downtown area.

Commissioner Massimiano stated he recently met with Underwood Associates to discuss flood mitigation.

Commissioner Massimiano stated he contacted principals of local high- and middle schools in order to schedule Board outreach presentations to students.

Commissioner Massimiano announced the annual Cookie Throw-down contest on Friday, December 9th Downtown.

Commissioner Givens' Report

Commissioner Givens expressed appreciation to Ms. Catheline Adams, Administrative Assistant, for the recent Open House event at the Neighborhood Community Center.

Commissioner Broomell's Report

Commissioner Broomell echoed Commissioner Givens' comments regarding the recent Open House, adding her appreciation to Ms. Laura Handley for decoration of the Armory.

Motion for a Closed Meeting

ACTION: Pursuant to State Government Statutory Authority to Close Session, General Provisions Article, §3-305(b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specified individuals; Commissioner Givens made a motion for a Closed Meeting. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt stated the Public Meeting will not reconvene.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 1:34 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.