

The Mayor and Commissioners of the Town of Elkton

April 21, 2021

In order to comply with Governor Larry Hogan's declaration of a State of Emergency as part of Maryland'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 virtual meeting on this date at 6:00 p.m. The following persons participated via computer and/or telephone: Mayor Robert J. Alt; Commissioners 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; Assistant Town Administrator Joseph V. Zurolo; Director of Public Works J. Daniel Handley, P.E.; Senior Administrative Specialist L. Michelle Henson; and Town Attorneys Lisa Blackson, Esquire and John P. Downs, Esquire. Commissioner Jean A. Broomell was excused from the meeting.

Mayor Alt called the meeting to order at 6:00 p.m. and lead the participants in the Pledge of Allegiance.

ACTION: The minutes of the April 7, 2021 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 Givens and approved by all present.

Administration of Oath of Office Elkton Police Officer Michael McGonigle

Mayor Alt administered the Oath of Office to Elkton Police Officer Michael McGonigle. Mayor Alt welcomed Officer McGonigle to Elkton.

Commissioner Givens offered congratulations and welcomed Officer McGonigle. He commended Chief Rogers for introducing Officer McGonigle to the Board.

Proposal for Auditing Services from CliftonLarsonAllen LLP (CLA) for Fiscal Years 2021–2023 for Annual Fees of \$51,350, \$52,750, and \$54,000, respectively Presented for Approval Steven H. Repole, CPA, Director of Finance

Mr. Repole stated the Town's auditing service, CliftonLarsonAllen, LLP (CLA), submitted a 3-year proposal to conduct yearly audits for Fiscal Years 2021-2023 at an annual cost of \$51,350, \$52,750 and \$54,000, respectively.

ACTION: The 3-year proposal for auditing services from CLA was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

Town Administrator's Report

Request for Waiver of Prohibition for Elkton High School Alumni Day October 1, 2021

Mr. George presented a request for a Waiver of Alcohol Prohibition for Elkton High School Alumni Day activities on October 1, 2021.

ACTION: The request for a Waiver of Alcohol Prohibition for Elkton High School Alumni Day activities on October 1, 2021 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Piner and approved by all present.

Public Works Agreement - Free State Business Park

Mr. George presented a Public Works Agreement (PWA) regarding a 13-acre parcel owned by Mr. Bipinchandra Patel and Mrs. Vina Patel, and is under contract purchase by Freestate Business Park, LP. He stated that the property, zoned C-3 (Highway Interchange Commercial), is located east of the intersection of Muddy Lane and Belle Hill Road. Mr. George recommended approval of the PWA, contingent upon submission of an acceptable Letter of Credit or Bond associated with construction of required infrastructure and the appropriate execution of the agreement by all parties.

ACTION: The Public Works Agreement regarding Free State Business Park was approved contingent upon submission of an acceptable Letter of Credit or Bond and the appropriate execution by all parties on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

Commissioner Piner's Report

Commissioner Piner expressed his desire for purchase of portable plastic benches for use at the Community Center. He stated he was recently at the Community Center, and saw program participants standing with no place to sit. He stated the benches he had in mind could accommodate up to 3 adults. Mr. George stated the Parks and Recreation Department has a supply of folding chairs that can be placed in such a way as to ensure social distancing.

Commissioner Massimiano's Report

Commissioner Massimiano stated he recently attended the Maryland Municipal League (MML) Cecil Harford Chapter dinner, adding that he volunteered to serve on the nominations committee. He expressed his desire to host the July, 2021 chapter meeting on an in-person basis.

Commissioner Givens' Report

Commissioner Givens, noting the unrest and tension throughout the world, commended the Elkton Police Department for their service. He stated Elkton is a positive community and expressed his hope that it remains that way.

Public Comment

Ms. Pat Opal echoed Commissioner Givens' statement.

Hearing no additional business to come before the Board, Mayor Alt adjourned the virtual meeting at 6:15 p.m.

L. Michelle Henson
Sr. Administrative Specialist

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.