

The Mayor and Commissioners of the Town of Elkton

MINUTES

November 9, 2022

The Mayor and Commissioners of the Town of Elkton (the "Board") conducted a hybrid virtual workshop meeting on this date at 12:00 p.m. The following persons participated in person or via computer and/or telephone: 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.; Steven H. Repole, CPA; Director of Planning Jeanne D. Minner; Director of Building & Zoning Chip Bromwell; Director of Human Resources Andy Rodriguez; Director of Public Works J. Daniel Handley, PE; Infrastructure Coordinator Mark Turnbull; Chief of Police Carolyn Rogers; Assistant Town Administrator L. Michelle Henson; and Town Attorney John P. Downs, Esquire.

Mayor Alt called the workshop meeting to order at 12:00 p.m.

Discussion - Water Leak Detection Proposal - KCI Technologies

Messrs. Ryan Flickinger, P.E, and Kevin Nyamumbo P.E., representing KCI Technologies, introduced themselves to the Board. Mr. Flickinger stated the purpose of their appearance was to discuss a leak detection project for the Town of Elkton.

Mr. Flickinger stated he has been involved with the Town's annual water audit for several years, and has worked with staff to determine the reasons for unaccounted water. Mr. Flickinger reviewed the proposal, the tasks of which total \$122,950. A copy of the proposal was placed in the record of the minutes.

Mr. Flickinger stated KCI has previously worked with M.E. Simpson, company with nationwide experience in leak detection. He presented a proposal from M.E. Simpson which includes leak detection of pipes and related infrastructure as well as meter inspection to determine accuracy.

Commissioner Piner questioned the timeframe for the project. Mr. Nyamumbo stated the anticipated timeframe is 2 weeks.

Commissioner Piner questioned if funds from the American Rescue Plan Act (ARPA) will be utilized for the project. Ms. Henson answered in the affirmative.

ACTION: The water leak detection proposal was accepted on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present.

Discussion - Town Charter

Mayor Alt, referring to the Board's previous discussions regarding parking regulations, asked the Board to review Town Code Title 10, specifically §10.08.090 with regard to parking.

Discussion ensued regarding parking of equipment, trailers and vehicles on Town streets.

Chief Rogers stated the Elkton Police Department (EPD) enforces these types of violation based upon complaints. Chief Rogers noted that violators are permitted 48 hours to move the vehicle.

Commissioner Givens expressed support for retaining the language as currently written.

Hearing no additional comments or questions, Mayor Alt adjourned the workshop meeting at 1:01 p.m.

L. Michelle Henson
Assistant Town Administrator

A VIDEO RECORDING OF THIS MEETING RETAINED AT THE ADMINISTRATION
OFFICE