**The Mayor and Commissioners**

**of the Town of Elkton**

August 5, 2020

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 12:00 p.m. The following persons participated 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. (arriving at 12:15 p.m.); Town Administrator Lewis H. George, Jr.; Finance Director Steven H. Repole; Director of Public Works J. Daniel Handley, P.E.; Director of Planning Jeanne D. Minner; Senior Administrative Specialist L. Michelle Henson; and Town Attorney John P. Downs, Esquire.

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

Mayor Alt stated Commissioner Piner may not be in attendance due to a previously scheduled appointment.

Mayor Alt stated the previously scheduled vote to approve the Financial Report will be deferred to the August 19, 2020 meeting.

**Public Hearing**

**Resolution R6-2020**

Enterprise Zone

Mayor Alt declared the Public Hearing open at 12:02 p.m.

Ms. Minner introduced Cecil County Economic Development Director Mr. Chris Moyer and Ms. Sandra Edwards, Cecil County Economic Manager to the Board.

Ms. Edwards stated an Enterprise Zone is designated in economically depressed areas in order to spur economic growth. She stated property owners that develop within these zones can receive property and income tax credits.

Ms. Edwards stated that the State of Maryland considers Enterprise Zone expansion requests twice each year, adding that there are currently about 7,200 acres of land within Cecil County's Enterprise Zone. She stated the County is applying for expansion of the zone, which is the reason for Resolution R6-2020 as it pertains to the Town of Elkton. She stated the properties included in Resolution R6-2020 will be reviewed by County staff and forwarded to County Council for approval.

Ms. Minner stated the Town's request for inclusion of approximately 399 acres in the Enterprise Zone includes properties located at Warner Road, Belle Hill Road and Muddy Lane, logistics warehouse site owned by Southside LLC, located near Maloney Road, the LIDL property at Route 40, the Big Elk Mall, including the Holly Hall site, and a parcel on Bridge Street adjacent to Laurelwood. The list of properties was included with Resolution R6-2020 and placed in the record of the minutes.

Mayor Alt queried the Board for comments regarding Resolution R6-2020.

Commissioner Givens questioned the criteria for recommending property for the Enterprise Zone designation.

Ms. Minner stated properties that are languishing, undeveloped or underdeveloped are contenders for Enterprise Zone designation with the goal of spurring investment and development.

Commissioner Givens questioned if a property owner can refuse the designation. Ms. Edwards stated the designation is voluntary, adding that there are requirements to perform capital improvements and meet hiring thresholds prior to receiving real property and income tax credits.

Commissioner Broomell stated that she will recuse herself from voting on Resolution R6-2020, as she holds a partial interest in the property adjacent to Laurelwood.

Mayor Alt queried those in the audience for comments regarding Resolution R6-2020.

Mr. Richard Lemen questioned if properties previously designated as Enterprise Zones were successful. Mayor Alt stated the Upper Chesapeake Corporate Center was an example of Enterprise Zone success.

Hearing no additional comments, Mayor Alt declared the Public Hearing closed at 12:14 p.m.

**ACTION:** Resolution R6-2020 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Givens. Commissioner Broomell recused herself from the vote. The record of the vote is as follows:

Mayor Alt: Aye

Commissioner Broomell: Recused

Commissioner Givens: Second

Commissioner Massimiano: Motion

**Town Administrator's Report**

**Resolution R7-2020**

Rescinding Resolution R2-2020 and Establishing Date of Municipal Election

Mr. George presented Resolution R7-2020 for the purpose of rescinding Resolution R2-2020 and establishing the date of the Municipal Election.

Mr. George stated the Board previously passed Resolution R2-2020 which postponed the Municipal Election until the COVID-19 pandemic was over. He stated since there is no end in the foreseeable future, the Board made the decision to move forward, establishing Tuesday, September 15, 2020 as the date of the Municipal Election. He stated voters will have option to vote via mail or in person, adding that the election will be held at Town Hall from 7:00 a.m. until 8:00 p.m.

**ACTION:** Resolution R7-2020 was approved on a motion made by Commissioner Broomell. The motion was seconded by Commissioner Massimiano and approved by all present.

**Resolution R5-2020 (2nd Amendment)**

Extension of Waiver of Alcohol Prohibition and Authorization for Temporary Use of Parking Spaces along Main Street by Food Service Establishments

Mr. George presented Resolution R5-2020 (2nd amendment) for the purpose of extending the Waiver of Alcohol Prohibition and authorizing the temporary use of parking spaces along Main Street by food service establishments.

Mr. George stated the Board previously approved Resolution R5-2020 and its 1st amendment which expires on August 12, 2020. He stated R5-2020 (2nd amendment) expires on September 17, 2020. He noted that the date applies to the request for Waiver of Alcohol Consumption as well.

Commissioner Givens questioned the process if a business wanted to expand outdoor seating. Mr. George stated modifications to the permit can be requested through the Elkton Alliance, the entity to which the permit was originally issued.

Commissioner Broomell questioned the expiration date of Resolution R5-2020. Mr. George stated the 3rd amendment will be presented prior to the September 17, 2020 expiration date.

Mayor Alt and Commissioner Massimiano expressed support for permanent outdoor seating.

Mr. George stated permanent outdoor seating would require sidewalk expansion as opposed to utilizing existing parking spaces.

Commissioner Broomell questioned the status of outdoor seating if a non-restaurant entity takes over a space that was a food establishment. Mr. George stated the Board and staff can create a plan to address various scenarios associated with outdoor dining.

Regarding the Neighborhood Community Center, Mr. George stated the landscaping and security cameras are being installed. He said the basketball and volleyball courts are complete, adding that once all work is done final pavement and striping of the parking lot will occur.

Commissioner Piner questioned if the center incurred any damages during the recent storm. Mr. George answered in the negative, stating that the stormwater management system operated as designed.

Mr. George noted that Stockton Street flooded, as did many other streets throughout Town during the storm.

**Mayor Alt's Report**

Mayor Alt, referring to the storm, stated the water level behind his home was the 2nd highest level since 1990. He stated the last time water rose so quickly was during Hurricane Floyd.

Mayor Alt commended Department of Public Works (DPW) crews for their proactive efforts and actions before and during the storm.

**Commissioner Broomell's Report**

Commissioner Broomell thanked DPW, Elkton Police Department and all first responders for their efforts during the storm.

**Commissioner Piner's Report**

Commissioner Piner, referring to flood damage at Meadow Park, questioned if Marina Park could be utilized by Cecil Soccer. Mr. Handley responded that Marina Park incurred damage as well.

Commissioner Piner expressed his desire to have the courts resurfaced at Marina Park.

Commissioner Piner asked Mr. Handley to request maintenance of the northeast corner of the intersection of Routes 213 and 40.

**Commissioner Givens' Report**

Commissioner Givens stated Elkton High School graduate Ms. Caroline Parker was one of two recipients of the annual Mayor & Commissioners Scholarship award, adding that she received her scholarship earlier today.

Commissioner Givens concurred with Commissioner Piner's comments regarding resurfacing of the courts at Marina Park.

Commissioner Givens questioned the deadline for Chief of Police applicants. Mr. George stated the position is open until filled, however he set a priority screening deadline of September 4, 2020.

Commissioner Broomell questioned if Chief of Police candidates will be required to complete FBI training. Mr. George stated command level staff is required to participate in FBI training.

**Commissioner Massimiano's Report**

Commissioner Massimiano stated the Farmers Market Pavilion project is under way.

Commissioner Massimiano stated he met with Mr. Ed Dowell regarding the new gateway sign.

Commissioner Massimiano requested increased patrols near the municipal parking lot steps. He stated the area is becoming a magnet for loitering.

Commissioner Massimiano expressed support for a citizen's request for a second kayak ramp. He stated he kayaks the area often, adding that Marina Park is a beautiful resource.

**Public Comment**

Ms. Pat Opal commended the efforts of DPW staff during the storm.

Mr. Richard Lemen questioned if Route 213 traffic impact studies from the proposed Southfields project had been initiated. Ms. Minner answered the in the negative, stating that the first parcel slated for development is the logistics site, which will access Route 40. She stated any traffic impacts to Route 213 will be addressed at subsequent phases.

Mr. Lemen, referring to the impending retirement of Chief of Police Matthew Donnelly, questioned the hiring process. Mr. George stated he and the Board will make a team decision regarding the new Chief of Police.

Mr. Lemen questioned if the Town is recruiting Police Officers. Mayor Alt answered in the affirmative.

Mr. Lemen questioned the status of the Town's acquisition of the Armory. Mr. George stated it will likely take a few more months to navigate the process of acquisition. Mr. Lemen questioned if the Fire Museum is going to lease space from the Armory. Mr. George answered in the negative, stating the Town requested grant funding based on community use, which makes the museum ineligible to lease the space.

Mr. Lemen questioned the status of smart meter installation. Mr. George stated crews are not installing new meters in homes at this point due to the COVID-19 pandemic.

Mr. Lemen questioned the status of the Delaware Avenue pedestrian bridge project. Mr. George stated the project is still in the planning phase at the State Highway Administration.

Mr. Lemen thanked DPW staff for their efforts during the storm.

Hearing no additional business to come before the Board, Mayor Alt adjourned the virtual meeting at 12:51 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.