

# The Mayor and Commissioners of the Town of Elkton

## MINUTES

June 6, 2012

The Mayor and Commissioners of the Town of Elkton (the “Board”) held their first regularly scheduled meeting in June on this date at 7:00 p.m. The following persons were present: Mayor Joseph L. Fisona; Commissioners Charles H. Givens, Sr.; Charles E. Hicks, V; Mary Jo Jablonski and Earl M. Piner, Sr.; Town Administrator Lewis H. George, Jr.; Finance Director Steven H. Repole; Elkton Police Chief William E. Ryan; Administration Office Secretary L. Michelle Henson and Town Attorney H. Norman Wilson, Jr., Esquire.

Mayor Fisona called the meeting to order, and led the Pledge of Allegiance.

### **Oath of Office Administered to Commissioner-elect Charles H. Givens, Sr.**

Mayor Fisona administered the Oath of Office to Commissioner-elect Charles H. Givens, Sr.

### **Oath of Office Administered to Commissioner-elect Earl M. Piner, Sr.**

Mayor Fisona administered the Oath of Office to Commissioner-elect Earl M. Piner, Sr.

**ACTION:** The minutes of the May 16, 2012 meeting were approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski 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 Jablonski. The motion was seconded by Commissioner Givens and approved by all present.

### **Budget Amendment 2012-018**

Mr. Repole presented Budget Amendment 2012-018 to recognize the receipt of a \$1,000 training grant from the Local Government Insurance Trust for the purpose of providing vacuum truck safety training.

**ACTION:** Budget Amendment 2012-018 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

### **Budget Amendment 2012-019**

Mr. Repole presented Budget Amendment 2012-019 to recognize the balance of a Justice Assistant Grant (JAG) in the amount of \$1,111 through Cecil County Government for the purpose of purchasing armor.

**ACTION:** Budget Amendment 2012-019 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Givens and approved by all present.

#### **Budget Amendment 2012-020**

Mr. Repole presented Budget Amendment 2012-020 to recognize the receipt of JAG funds in the amount of \$27,441 through Cecil County Government for the purpose of upgrading the Elkton Police Department's Records Management System.

**ACTION:** Budget Amendment 2012-020 was approved on a motion made by Commissioner Hicks. The motion was seconded by Commissioner Piner and approved by all present.

#### **2012 Mayor and Commissioners Scholarship Award Elkton High School Student John William Cook – Recipient**

The Board presented the 2012 Mayor and Commissioners Scholarship Award in the amount of \$500 to Elkton High School graduate John William Cook. Mr. Cook thanked the Board for the scholarship award.

#### **Fiscal Year 2013 Budget –Presented for Adoption**

Mayor Fisona presented the Fiscal Year 2013 Budget for adoption. He read a letter of introduction, a copy of which was placed in the record of the minutes.

**ACTION:** The Fiscal Year 2013 Budget was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Hicks and approved by all present.

#### **Severn Trent Environmental Services**

##### **Water / Wastewater Treatment Services Report – Months of April and May 2012**

Mr. Ken Benner, Area Manager, presented the Water/Wastewater Treatment Services report for the months of April and May 2012. A copy of the report was placed in the record of the minutes.

Mr. Benner stated a team of employees from Severn Trent and the Department of Public Works were clearing the Big Elk pump station wet well of accumulated debris, including grease and rags.

Mr. Benner reported the 2011 Water Quality Report was complete and had been forwarded to the Town for distribution.

Mr. Benner stated the permit application for Well No. 2 was complete. He stated the well drilling project should not take more than a couple weeks to complete.

### **Discussion – Tenby Ridge**

Mr. Ken Simmons introduced himself to the Board. He said the purpose of his appearance was to discuss his Tenby Ridge project and the ongoing annexation process of his property upon which the development was planned. He said the annexation was scheduled before the Town's Planning Commission on June 11<sup>th</sup> and before the Mayor and Commissioners on June 20<sup>th</sup>.

Mr. Simmons stated he came before the Board several years ago to request annexation of his property, and was told the Town could not provide water. He said he was advised to locate a water source, and the annexation could move forward. Mr. Simmons stated he executed an agreement with United Water of Delaware, which he wanted to transfer to the Town upon annexation and construction of the project's water infrastructure. He stated he recently received a notice from Mr. George indicating the Town would provide up to 71,500 gallons of water per day to the development, via the Town's water line on Muddy Lane. Mr. Simmons stated that was not acceptable, reiterating his agreement with United Water, which would provide water from the Delaware line via infrastructure through the Tenby Ridge development. He said it was his understanding the Town would annex his property if he found a water source.

Mr. Simmons stated his hookup with United Water could be connected to the Town's Artesian line and the Town would have a completed circle of water supply.

Mr. Simmons stated he would be happy if the Town did not move forward with annexation if he could just purchase sewer.

Mayor Fisona stated the Board would discuss Mr. Simmons' concerns and would get back with him.

### **Town Administrator's Report**

#### **Resolution 5-2012 Refuse Disposal Fee**

Mr. George presented Resolution R5-2012 Refuse Disposal Fee for approval. He provided a synopsis of Resolution 5-2012, a copy of which was placed in the record of the minutes.

**ACTION:** Resolution R5-2012 Refuse Disposal Fee was approved on a motion made by Commissioner Hicks. The motion was seconded by Commissioner Givens and approved by all present.

**Memorandum of Understanding – Town of Elkton & National Park Service  
Star-Spangled Banner National Historic Trail**

Mr. George presented a proposed Memorandum of Understanding (MOU) between the Town and the National Park Service to commemorate the Star-Spangled Banner National Historic Trail, enlisting the Town's cooperation to assist in identifying the Chesapeake Campaign in the War of 1812. Mr. George read a synopsis of the MOU, a copy of which was placed in the record of the minutes.

Commissioner Jablonski stated Elkton was chosen as the Cecil County location for an informational kiosk due to the role Elk Landing played in the War of 1812. She stated the kiosk would be placed at the intersection of Main and North Streets.

**ACTION:** The MOU between the Town and the National Park Service to commemorate the Star-Spangled Banner National Historic Trail was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

**Waste Management of Delaware Contract Renewal**

Mr. George stated the Town's waste removal contract with Waste Management of Delaware would expire on August 31, 2012. He stated the Town received a proposal to renew the contract for a 3-year term, commencing on September 1, 2012. He read a synopsis of the proposed contract, a copy of which was placed in the record of the minutes.

**ACTION:** The renewal of the Waste Management of Delaware Contract was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Hicks and approved by all present.

**Old Business**

Commissioner Jablonski, referring to previous discussions regarding the Town's Zoning regulations pertaining to clinics, requested a workshop meeting with the Zoning Administrator and Town Attorney to discuss the topic.

Commissioner Piner questioned the status of the Recreation/Community Center. Mr. George stated Ms. Mary Magaw, Director of Parks & Recreation, presented a concept plan to the Board, after which the Board toured Harford County facilities. He stated Ms. Magaw was awaiting Board input prior to moving forward with the proposed facility. Commissioner Piner stated he wanted the project to move forward and asked for follow up from Ms. Magaw.

Commissioner Hicks questioned the status of a dedicated left-turn signal from east bound Route 279 onto north bound Walnut Lane. Mr. George stated he would follow up with the State Highway Administration.

**Mayor Fisona's Report**

Mayor Fisona stated the Town received a permit from MDE regarding Well No. 4, located on the Southside LLC property. He stated MDE indicated the Town could not utilize 2 other wells for production purposes.

Mayor Fisona stated the Town conducted traffic counts and resident surveys regarding the installation of speed humps at Highland Drive and requested installation of the devices as part of the 2012 Road Restoration Project. He requested a formal decision from the Board for installation of speed humps on Highland Drive.

**ACTION:** The request to install speed humps on Highland Drive as part of the 2012 Road Restoration Project was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Jablonski and approved by all present.

### **Commissioner Givens' Report**

Commissioner Givens commended the Elkton Alliance regarding the Memorial Day Parade. He stated it was a great day for Elkton.

Commissioner Givens expressed concern regarding materials left by brush and grass crews. Commissioner Piner stated if yard waste contained material that could not be taken by a specific piece of equipment the crew should radio for assistance from a crew that had equipment that could take the leftovers.

Commissioner Givens commended the Board of Supervisors of Elections for the recently held Town Election. He expressed support for holding future Town elections at the Municipal Building.

### **Commissioner Hicks' Report**

Commissioner Hicks offered congratulations to Commissioners Givens and Piner for their successful re-election campaigns.

### **Public Comment**

Mr. Robert Litzenberg stated the Department of Public Works (DPW) grass and brush crews did a great job. He said the crews sometimes inadvertently collected yard waste from out-of-town properties.

Discussion ensued regarding the Town's irregular borders. Commissioner Givens stated he and Commissioner Piner had discussed a mass annexation in order to provide continuity and clarification of Town boundaries. Discussion ensued regarding the effect of a mass annexation on water and sewer revenue.

Messrs. Wes Walker and Rob Andrews introduced themselves to the Board.

Mr. Walker stated the purpose of their appearance was to inform the Board of a planned Health Fair from 10:00 a.m. until 12:00 p.m. and a Caribbean Extravaganza from 1:00 p.m. until 7:00 p.m. at 801 Elkton Boulevard.

Discussion ensued regarding the anticipated turnout and entertainment. Mayor Fisona questioned if alcohol would be served. Mr. Walker answered in the affirmative. Discussion ensued regarding alcohol permit requirements.

Discussion continued regarding plans to provide on-site security and emergency medical response.

Commissioner Jablonski expressed concerns regarding the event's proximity to residential areas and resulting noise levels.

Commissioner Givens questioned who would provide security for the event. Mr. Walker stated security would be provided by local law enforcement or a private company would be hired if needed.

### **Motion to Adjourn**

Hearing no additional business to come before the Board, Mayor Fisona requested a motion to adjourn the meeting.

**ACTION:** The request to adjourn the meeting was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Piner and approved by all present.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the meeting at 8:37 p.m.

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L. Michelle Henson  
Administration Office Secretary

### **AN AUDIO AND 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](http://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.