

## **The Mayor and Commissioners of the Town of Elkton**

### **MINUTES**

December 5, 2012

The Mayor and Commissioners of the Town of Elkton (the "Board") held their first regularly scheduled meeting in December 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; Director of Public Works Daniel Handley, P.E.; Director of Planning Jeanne D. Minner; 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.

**ACTION:** The minutes of the November 21, 2012 meeting were approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Hicks 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 Piner and approved by all present.

### **Budget Amendment 2013-011**

Mr. Repole presented Budget Amendment 2031-011 to recognize the forfeiture of \$1,500 in seized funds and their funding of Undercover Police operations.

**ACTION:** Budget Amendment 2013-011 was approved on a motion made by Commissioner Givens. The motion was second by Commissioner Jablonski and approved by all present.

### **Public Hearing**

Community Development Block Grant (CDBG) Application on behalf of Home Partnership of Cecil County for the North Street Apartment Project at 214 North Street.

Mayor Fisona declared the Public Hearing open at 7:03 p.m.

Ms. Jeanne Minner, Director of Planning, presented a Community Development Block Grant (CDBG) application on behalf of Home Partnership of Cecil County for an apartment project located at 214 North Street. Ms. Minner stated the purpose of the Public Hearing was to obtain the views of citizens on community development and

housing needs and to offer citizens the opportunity to review an application for funding in the amount of \$500,000 for the North Street Elderly Apartments project. A copy of the grant application was placed in the record of the minutes.

Ms. Minner presented Resolution R14-2012 in support of the CDBG application.

Mayor queried the Board for questions regarding the CDBG application. Commissioner Givens questioned if the project was designated a re-use of the existing building. Ms. Minner answered in the affirmative.

Mayor Fisona queried the audience for comments regarding the CDBG application. Hearing no comments from the audience, Mayor Fisona requested a motion regarding Resolution R14-2012 supporting the CDBG application.

**ACTION:** Resolution R14-2012 was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Givens and approved by all present.

Mayor Fisona declared the Public Hearing closed at 7:06 p.m.

### **Severn Trent Environmental Services**

Water/Wastewater Treatment Services Report – Months of October & November 2012

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

### **Stavrou Companies Belle Hill Manor Project**

Discussion of Local Contribution and Water / Sewer service for Belle Hill Manor Development Project.

Mr. Dwight Thomey, representing the Stavrou Companies and Mr. Steve Moore, Vice President, introduced themselves to the Board. Mr. Thomey stated the purpose of their appearance was to discuss a letter from the Board supporting the Belle Hill Manor Development project and acknowledging the Town would provide sewer infrastructure for the project.

Mr. Thomey said the state was investing substantial funds into the project, and needed confirmation that infrastructure was in place, saying he hoped the state would be satisfied that the Town was putting forth its best efforts to have infrastructure in place in time for the project.

Mr. Thomey requested authorization from the Board for Mayor Fisona to execute a letter to the state regarding the infrastructure.

**ACTION:** The request to authorize Mayor Fisona to execute a letter of support and acknowledgement that the Town was putting forth its best efforts to have infrastructure in place in time for the Belle Hill Manor project was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Piner and approved by all present.

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

#### **Ordinance 8-2012 – Adjusting Water Sewer Rates – Presented for Adoption**

Mr. George presented Ordinance 8-2012 Adjusting Water Sewer Rates for adoption.

Mr. George stated Ordinance 8-2012 adjusted water/sewer rates based on a financial analysis and plan prepared by Municipal & Financial Services Group that was presented to the Board on October 19, 2011. He read a synopsis of Ordinance 8-2012, a copy of which was placed in the record of the minutes.

**ACTION:** Ordinance 8-2012 was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Hicks. Commissioner Piner opposed the motion. The record of the vote is as follows:

Mayor Fisona: Aye

Commissioner Givens: Aye

Commissioner Hicks: Second

Commissioner Jablonski: Motion

Commissioner Piner: Nay

#### **Warner Road-Meadows at Elk Creek-Patriots Glen SSPS's Project 2012-004 Recommendation for Contract Award**

Mr. George stated the Town requested bids regarding improvements to the Warner Road, Meadows at Elk Creek and Patriots Glen Sanitary Sewer Pump Stations, under Project 2012-004. He stated the town received 4 bids which were opened at the Mayor & Commissioners meeting on November 21, 2012. Mr. George stated the Town's engineer, KCI Technologies, Inc., evaluated the bids and recommended award of the project to Eastern States Construction Services, Inc., whose bid was \$994,000.

**ACTION:** The recommendation to accept the \$994,000 bid of Eastern States Construction Services, Inc. for Project 2012-004 was approved on a motion made by Commissioner Jablonski. The motion was seconded by Commissioner Piner and approved by all present.

**Old Business**

Commissioner Piner questioned the termination date of leaf pickup in Town. Mr. Handley stated the Department of Public Works (DPW) would cease general leaf pick up on December 21, 2012, in order to prepare the Town's equipment for snow removal.

Commissioner Piner questioned the status of the sewer line adjacent to the YMCA of Cecil County's property, and the Board's previous discussions regarding the YMCA connecting to that sewer line.

Mr. George stated an issue regarding ownership of the line arose when it was discovered Cecil County installed the line in the State Highway Administration (SHA) right of way, adding that SHA had no record of the installation, therefore no owner of the line could be identified, subsequently no one could give permission for the YMCA to connect to the line.

Commissioner Givens questioned the status of the Community / Recreation Center. Mr. George stated the Board was scheduled to discuss the project with Mr. Mark Clark at the December 12, 2012 workshop.

**Mayor Fisona's Report**

Mayor Fisona said he met with SHA representatives regarding a pedestrian bridge at Delaware Avenue. He stated SHA would discuss the results of a feasibility study with the Town at the end of January 2013.

Mayor Fisona stated the Board was invited to Chesapeake City for their Christmas Gathering on December 14<sup>th</sup> from 4:00 p.m. – 7:00 p.m.

**Commissioner Jablonski's Report**

Commissioner Jablonski stated a "Secret Santa" donated funds for the Town's Annual Christmas House Decorating Contest.

Commissioner Jablonski, referring to the newly installed stop signs at the intersection of Main and Bow Streets, requested that the stop bar located on the northwest corner of the intersection (left hand turn lane) be moved back in order to provide adequate site distance for cars in the right lane at the southwest corner of the intersection.

**Commissioner Givens' Report**

Commissioner Givens requested clarification of the trash/recyclables pick up schedule during the Christmas and New Years' Holidays, and asked for public posting of the information.

**Public Comment**

Mr. Donald Hicks, President, Singerly Fire Company, referring to a recently passed Resolution regarding the Town's annual donation to the company, requested clarification of the Resolution's language. He stated the language of the Resolution indicated the Town's donation to the fire company would be reduced. Mr. George clarified the language of the Resolution.

Mr. Hicks requested additional funding for the Fire Company, comparing the services provided by the volunteer fire-fighters to those of Police Officers and other first responders.

Mr. Hicks requested assistance with locating funding grants for the fire company.

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 Piner. The motion was seconded by Commissioner Givens and approved by all present.

Hearing no additional business to come before the Board, Commissioner Givens adjourned the meeting at 7:55 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.