

The Mayor and Commissioners of the Town of Elkton

MINUTES

December 12, 2012

A public meeting (workshop) of the Mayor and Commissioners of the Town of Elkton (“the Board”) was held on this date at 4:00 p.m. with the following persons present: Mayor Joseph 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; Director of Planning Jeanne D. Minner; Director of Parks & Recreation Mary Magaw; Administration Office Secretary L. Michelle Henson; and Town Attorney H. Norman Wilson, Jr..

Mayor Fisona called the workshop to order at 4:00 p.m.

Discussion – Mark Clark Design Group Proposal for Elkton Community / Recreation Center

Messrs. Mark Clark and Richard Rhinehart of Clark Design Group were introduced to the Board. Mr. Clark stated the purpose of their appearance was to discuss ongoing plans for a proposed Community / Recreation Center.

Mr. Clark provided an information packet regarding costs for design and site work associated with the project. A copy of the presentation was placed in the record of the minutes.

Discussion ensued regarding the per-square-foot costs associated with different building sizes and designs. Discussion continued regarding phasing of the project and costs pertaining to each phase.

Commissioner Piner expressed concerns regarding accommodation for spectators in the gym building. Commissioner Jablonski expressed concerns regarding the amount of storage area. Mr. Clark stated he would consult with Ms. Magaw regarding required storage.

Commissioner Hicks expressed appreciation for the information regarding the project. He stated the data provided the Board the opportunity to make an informed decision regarding costs and recovery of expenses.

Commissioner Piner questioned the bidding process, asking if bids would be accepted from vendors as well as contractors. Mr. Clark answered in the affirmative.

Discussion ensued regarding rising costs associated with construction and materials.

Mayor Fisona questioned if the per-square-foot cost estimates included a Public Address System. Mr. Clark answered in the affirmative.

Commissioner Givens expressed concerns regarding the size of the basketball court, stating the court, as presented, was of a minimum size.

Mr. George advised the Board of the financial implications regarding the construction and operation of the proposed facility. He stated the Town's Undesignated Fund Balance was rapidly decreasing, and cautioned that property taxes would have to be increased if the fund was depleted. Mr. Repole recommended that the Town should retain 3 months' operating expenses in a "rainy day" fund, adding that the Town currently had slightly less than 3.5 months' operating expenses on hand. Commissioner Piner stated many larger municipalities maintained comparatively smaller emergency funds. Mr. George stated those municipalities most likely had higher property tax rates than Elkton. Discussion ensued regarding borrowing options to fund the construction of the proposed facility. Mr. Repole stated he would like to discuss financing ramifications with the Board in a workshop setting.

Discussion ensued regarding development of revenue generating programs, including renting the gym for traveling sports groups, and providing a facility for Birthday parties.

Discussion continued regarding exploration of available grant funding.

Ms. Magaw, Director of Parks & Recreation, requested clarification from the Board regarding the purpose of the proposed facility. She stated if the facility was to be a Community Recreation Center, it would not be operated to generate a profit.

Mayor Fisona queried the Board regarding a consensus to move forward to the design phase in order to obtain construction estimates for the proposed project. It was the consensus of the Board to move forward to the design phase in order to obtain construction cost estimates for the proposed project.

Discussion – Plan Maryland Map & Sewer Tiers Map

Ms. Jeanne Minner, Planning Director, stated the purpose of her appearance was to discuss Senate Bill 236, which was passed to map future growth in tiers to control sprawl and limit future spread of septic systems. She stated the Town was required to submit its Tier Map to the State by December 31, 2012, adding she wanted to advise the Board of the submission.

Ms. Minner stated the Town's Planning Commissioner approved of the maps, copies of which were placed in the record of the minutes.

General Discussion

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Mayor Fisona stated he recently attended the Maryland Municipal League Fall Convention. He said he attended a workshop on blighted properties and requested that the speakers attend the next Mayor & Commissioners workshop to provide information.

Hearing no additional business to come before the Board, Mayor Fisona adjourned the meeting at 6:18 p.m.

L. Michelle Henson
Administration Office Secretary

A RECORDING OF THIS MEETING RETAINED
AT THE ADMINISTRATION OFFICE