

**MAYOR AND COMMISSIONERS
TOWN OF NORTH EAST
106 S. MAIN STREET
NORTH EAST, MARYLAND 21901**

August 11, 2010

The Town Meeting was called to order by Mayor Robert F. McKnight at 7:00 PM. Present were Commissioners Eric B. Braley, Hilary A. Crothers-Moore, Kena L. Koch, and Paul A. Stark, Town Administrator Melissa B. Cook-Mac Kenzie, North East Police Chief Darrell Hamilton, and Clerk/Treasurer Anne Barker. Philip Meekins, Maintenance Supervisor, was absent due to vacation.

The Pledge of Allegiance was recited.

-APPROVAL OF MINUTES-

None.

-GUESTS-

Sierra Club's Cool Cities Campaign

Alana Wase, Maryland Sierra Club, explained the four to five year old campaign to reach out to local governments to encourage them to lead by example environmentally. Ms. Wase asked for the Town to do three things: 1) pass the U.S. Conference of Mayor's Climate Protection Agreement to reduce greenhouse emissions 2) take inventory of current emissions and 3) develop a plan for the Town to reduce environmental impact such as purchasing hybrid vehicles, using energy efficient light bulbs, etc. A non-profit organization can assist with an inventory of current emissions for a small fee. The final step is tracking the Town's progress. Twelve cities and three counties in Maryland are participating. The resolution may be modified by the Town. The EPA has a free version of the reduction of emissions plan and the State of Maryland has staff that can assist for an annual fee of \$600. It was reported the Town has a meeting on August 26, 2010 to discuss taking an inventory of our lighting.

Bobbi Jo Eggers, 305 Jethro Street – Crime Issues, Road Condition, Neighborhood Watch

Bobbi Jo Eggers, 305 Jethro Street, did not attend.

-PUBLIC COMMENT-

None.

-REPORTS-

Town Board Approved August 25, 2010.

Page 2

August 11, 2010 Town Meeting

Mayor McKnight

Mayor McKnight attended the August 5, 2010 Dinner with the County Commissioners and the start up of the Rolling Mill Water Treatment Plant sludge residual building.

Commissioner Stark

Commissioner Stark attended the August 5, 2010 Dinner with the County Commissioners and requested the July, 2010 North East Police Department monthly report be made part of the record.

Commissioner Crothers-Moore

Commissioner Crothers-Moore attended the August 5, 2010 dinner with the County Commissioners.

Commissioner Braley

Commissioner Braley toured the Cecil County Landfill on July 31, 2010, met on August 3, 2010 with Sandy Turner, Cecil County Tourism Director, to discuss the upcoming bass tournament which will be held from September 16th to 18th, 2010 and attended the August 5, 2010 dinner with the County Commissioners.

Commissioner Koch

Commissioner Koch attended the August 5, 2010 dinner with the County Commissioners.

Town Administrator

The Town Administrator attended the following meetings:

1. August 2nd Jeff Blomquist, Esquire and Mayor McKnight regarding the Water System Improvement Project.
2. August 4th Ron Carter, Facilities Manager of Severn Trent Services and the Maryland Department regarding total trihalomethane (TTHM) and haloacetic acid (HAA5) violations.
3. August 5th Mayor and Commissioners and Board of County Commissioners social meeting.
4. August 10th Anne Barker, Clerk Treasurer and representatives from PNC Banking regarding Credit Card Machines.
5. August 10th Jeff Isaacs, Chief North East Fire Company regarding coming before the Town Board on August 25, 2010 to discuss the July 2010 carnival.
6. August 11th Jeff Blomquist, Esquire and Ron Carter, Facilities Manager of Severn

Town Board Approved August 25, 2010.

Trent Services regarding the Water System Improvement Project.

7. August 11th Dennis Reynolds regarding invoice for Courts of Mallory – Phase 1 Remedial/Completion Work.
8. August 11th Mayor McKnight and Marta Harding, Esquire regarding the Water Service Area.

Additional Reports:

1. The summer youth program through the Cecil County Social Services ended on August 3, 2010 versus the contract date of August 23, 2010. The young man was no longer able to report to work.

2. A work session meeting date with the County Commissioners needs to be established, tonight if possible.

3. The Ragan's, 2887 Biggs Highway, will be present at the August 25, 2010 meeting to discuss the well issue.

4.. The remedial/completion project in Courts of Mallory was completed today, ahead of schedule.

5 Another start-up of the residuals sludge building took place on Friday July 30. Although start up occurred deficiencies in the design were noted. Transviron, Inc. is working with a contractor to have the required modification made.

-UNFINISHED BUSINESS-

Jackson House – tenant

The contact for a possible tenant for the Jackson House has been unavailable to meet until he has recuperated from surgery. When he is available a meeting will be set up with Rev. Burke and the North East Elementary School principal.

-NEW BUSINESS-

College Crossing – Water Allocation Request

A motion to enter into a water service agreement for 1,489 gallons of water per day for College Crossing was made by Commissioner Braley, seconded by Commissioner Koch and approved by all.

2648 W. Pulaski Highway – Interim Well Permit

Discussion was held on the interim well permit request of 2648 W. Pulaski Highway. The property is located within the Water Service Area. The owners will be asked to attend the next Town Meeting to discuss their request.

Cecil County Tourism - Request for Use of the North East Community Park

A motion to enter into a park lease agreement for the use of the North East Community Park with the Cecil County Commissioners for September 16th to 18th, 2010 for the Bass Fish Tournament for overflow parking pending the Maintenance Supervisor approval for the use of the park for parking each day was made by Commissioner Braley, seconded by Commissioner Stark and approved by all.

Credit Card Services

Mrs. MacKenzie and Mrs. Barker met with PNC representatives to discuss implementing credit card services for the collection of water payments. Visa, MasterCard, Discover and debit cards will be accepted. American Express will not be offered at this time as it has an additional cost. The credit machine may be purchased for \$375.00 or leased for \$17.55 per month. It is suggested the Town lease the machine as it will be replaced if not working or broken or if credit card laws change. Cost to the Town is 3% and PNC recommends a \$5 courtesy fee per transaction. The Town also has the option of permitting payments to be made via the Town's website. Fee would be \$50 per month. Mrs. Barker voiced her approval for the service. Commissioner Koch asked for further research be provided on the fee to be charged.

Guide for Residential Anti-Displacement and Relocation Assistance Plan

A motion to adopt the Guide for Residential Anti-Displacement and Relocation Assistance Plan was made by Commissioner Stark, seconded by Commissioner Koch and approved by all.

Citizen Participation Plan

A motion to adopt the Citizen Participation Plan was made by Commissioner Stark, seconded by Commissioner Koch and approved by all.

Sierra Club's Cool Cities Campaign

Commissioner Braley thanked Alana Wase for coming to tonight's meeting and Mayor McKnight asked the staff to review the information and offer a recommendation for the next meeting.

North East Community Park – Bike Rack

Page 5

August 11, 2010 Town Meeting

Commissioner Braley asked the Town to consider installing a bike rack in the North East Community. Types and costs will be provided to the Board at the next meeting.

-MISCELLANEOUS-

Relay for Life

The Board declined the request of participation in the Relay for Life contests between the Towns in the County.

Annual State Highway Administration Pre-tour

The Annual State Highway Administration Pre-tour will be held on September 27, 2010. This is the Town's opportunity to advise the State of any transportation issues and concerns.

Replacement of the Rolling Mill Bridge

The Town has been on contact with Representative Kratovil's assistant and Delegate Rudolph who are working to obtain financing for the Rolling Mill Bridge.

Courts of Mallory Phases 2 & 3 – Recalling Letter of Credit

Mrs. Cook-MacKenzie explained the difference between recalling a letter of credit and a bond. The letter of credit is immediate and the bond may take several months to process. In regards to recalling the Courts of Mallory Phases 2 and 3 Letter of Credits, conversations have occurred between the Mayor, Developer and the Attorney. The developer has assured the work will be completed within sixty days so the Town has asked for a hold to be placed on the processing of the Letter of Credit.

Cecil County Landfill – Fee Increase

The Mayors will be meeting tomorrow to draft a letter for signature to the County Commissioners asking them to reconsider the fee increases which will affect the municipalities.

-APPROPRIATIONS-

A motion to credit General Fund Revenue Maryland State Highway Grant in the amount of \$2,000.00 and to debit General Fund Public Safety Salaries in the amount of \$1,700.00 and Payroll Taxes in the amount of \$300.00 for "Saturation Patrols" was made

Town Board Approved August 25, 2010.

by Commissioner Crothers-Moore, seconded by Commissioner Braley and approved by all.

Approval of Budget Amendment 2011-02 will be held until the next meeting.

A motion to approve the invoices presented tonight for payment was made by Commissioner Koch, seconded by Commissioner Crothers-Moore and approved by all.

A motion to approve payment of \$201,416.05 to Dennis Reynolds for completion of his work in Courts of Mallory Phase 1 Remedial/Completion Work was made by Commissioner Braley, seconded by Commissioner Stark and approved by all.

-BUSINESS FROM THE FLOOR-

Robin Crothers, Benjamin Lumber Co., asked the reason for the Town having to pass the Guide for Residential Anti-Displacement and Relocation Assistance Plan and the Citizen Participation Plan. Mrs. MacKenzie explained this was a requirement of the State Housing and Community Development Block Grant Program.

The dinner with the County Commissioners was to discuss water issues. During the meeting, reference was made to having the Rolling Mill bridge replaced.

The Annual Triathlon will be held this Sunday, August 15, 2010.

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Koch, seconded by Commissioner Stark and approved by all. The meeting ended at 7:55 PM.

Respectfully submitted,

Anne F. Barker, Clerk/Treasurer

Attest:

Robert F. McKnight, Mayor

Town Board Approved August 25, 2010.