

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

December 8, 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, Maintenance Supervisor Phil Meekins and Clerk/Treasurer Anne Barker.

The Pledge of Allegiance was recited.

A moment of silence was held in memory of Ulysses (Nick) G. Demond, III former Mayor, Commissioner and Planning Commission Chair and for Ralph McKnight, brother of Mayor McKnight.

-APPROVAL OF MINUTES-

A motion to approve the minutes of November 10, 2010 was made by Commissioner Braley, seconded by Commissioner Crothers-Moore and approved by all.

A motion to approve the minutes of November 22, 2010 was made by Commissioner Koch, seconded by Commissioner Braley and approved by all.

-PUBLIC COMMENT-

None.

-REPORTS-

Mayor McKnight

Mayor McKnight attended the November 26, 2010 Christmas Tree Lighting, assisted with the December 4, 2010 Cecil County Christmas Parade and attended the December 5, 2010 Christmas Dinner.

Commissioner Stark

Commissioner Stark attended the November 26, 2010 Christmas Tree Lighting, assisted with the December 4, 2010 Cecil County Christmas Parade and attended the December 5, 2010 Christmas Dinner.

Commissioner Crothers-Moore

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Commissioner Crothers-Moore attended the November 26, 2010 Christmas Tree Lighting, the December 4, 2010 Cecil County Christmas Parade and the December 5, 2010 Christmas Dinner.

Commissioner Braley

Commissioner Braley attended the December 4, 2010 Cecil County Christmas Parade and the December 5, 2010 Christmas Dinner.

Town Administrator

The Town Administrator attended the following meetings or events since the last Town Board Meeting held on November 22, 2010:

- 1) November 23rd Meeting with a member of the Timberbrook Home Owners Association
- 2) November 26th Christmas Tree Lighting at the North East Community Park
- 3) November 30th Meeting with our Attorney and Auditor regarding the Public Service Commission (PSC) Case
- 4) December 3rd Meeting with Ron Carter, Severn Trent Services
- 5) December 4th Cecil County Christmas Parade
- 6) December 5th Town Christmas Dinner
- 7) December 6th Department Head Meeting
- 8) December 7th Meeting with Entech Engineering regarding Asset Valuation for our Water System. This is in association with the PSC Case.

Additional Reports by the Town Administrator

- 1) WILMAPCO 2040 Regional Transportation Plan (RTP) update – WILMAPCO staff will be attending one of the upcoming Town Board meetings to provide the Board and general public with an update.
- 2) Board of Appeals – The North East Board of Appeals will be hearing a request for a variance in order to permit the Demond's (102 Mill Lane) to move forward with a minor subdivision. The minor subdivision is necessary to create the lot that the Town plans to purchase.
- 3) Water System Improvement Project – Since the November 19, 2010 meeting with Entech Engineering and American Infrastructure (AI), great progress has been made regarding the punch list. More importantly, Entech has instilled a sense of confidence in AI that the Town does in fact want to work through the remaining punch list items. Likewise, AI has been able to demonstrate that is their desire also.

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- 4) Water System Improvement Project – Transviron, Inc. and their legal counsel has agreed to meet in an attempt to avoid a court case.
- 5) The Town has requested to be included with the planning meetings regarding commuter rail service to Cecil County to enable the Town to present our long term transportation goals to the appropriate organizations.

-UNFINISHED BUSINESS-

Jackson House Tenant

The local chapter of the Maryland Coastal Conservation Association is applying for a grant for the use of the Jackson House and has requested information regarding utility costs from the Town for the grant application.

Commissioner Stark

Commissioner Stark requested the November, 2010 North East Police Department monthly report be made part of the record.

-NEW BUSINESS-

Water Distribution System

A quote has been obtained for the installation of a valve on N. Main Extended. It was decided to hold discussion until Ron Carter, STES, has presented his evaluation of where else valves are needed in the distribution system at the December 15, 2010 meeting.

-MISCELLANEOUS-

None.

-APPROPRIATIONS-

A motion to approve Budget Amendment No. 2011-09 to credit General Fund Revenue Grants – Civic Organizations (R1178) in the amount of \$500.00 and to debit General Fund Public Safety Salaries Expense (6000010) in the amount of \$375.00 and Payroll Taxes Expense (6000020) in the amount of \$125.00 for the Impaired Driving Grant through the Maryland Highway Safety Office was made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all.

A motion to approve Budget Amendment No. 2011-10 to credit Water Fund Operating Reserve Revenue (R2052) in the amount of \$7,203.87 and to debit Water Fund

MDE Loan (Phases 6, 6A & &) Interest Payment Expense (8000431) in the amount of \$7,203.87 was made by Commissioner Braley, seconded by Commissioner Stark and approved by all.

While four companies were solicited, only one bid was submitted for the connection and activation of the existing generator at Town Hall.

A motion to award the connection and activation of the existing generator at Town hall to Current Electric in the amount of \$9,296.00 subject to the terms and conditions in the bid proposal and to provide the required insurance and business licenses was made by Commissioner Koch, seconded by Commissioner Crothers-Moore and approved by all.

A motion to approve the invoices as presented was made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all.

-BUSINESS FROM THE FLOOR-

None.

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Koch, seconded by Commissioner Crothers-Moore and approved by all. The meeting ended at 7:15 PM.

Respectfully submitted,

Anne F. Barker, Clerk/Treasurer

Attest:

Robert F. McKnight, Mayor

Town Board approved January 12, 2011.