

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

July 28, 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, Director of Planning Betsy Vennell and Clerk Stephanie Dean. Excused from the meeting due to vacation was Clerk-Treasurer Anne Barker.

The Pledge of Allegiance was recited.

Elkton Mayor Joe Fisona, Town Administrator Lewis George and Commissioner Charles Givens, was recognized for attending tonight's meeting.

-APPROVAL OF MINUTES-

None.

-PUBLIC COMMENT-

None.

-ADOPTION OF RESOLUTONS AND ORDINANCE-

Resolution 2010-07-01 – Maryland Municipal League

For the purpose of petitioning the Administration of the State of Maryland and the General Assembly to reinstate state shared revenues, all towns within the State were sent packages to support the MML in this endeavor. Town Administrator recommended support the MML's effort. A motion to approve the MML's effort to petition the State to reinstate municipal state shared revenues was made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all.

-REPORTS-

Ron Carter, Severn Trent

Ron Carter, Severn Trent, gave the June 2010 monthly report for the water distribution system for both plants. Mr. Carter advised he is waiting for the okay from the state to place the Leslie Tower on line. Mayor McKnight asked Mr. Carter if this is going to be a

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problem with this request. Mr. Carter advised everything is on target, if he doesn't hear anything by July 29, 2010 he will call them for an update.

Commissioner Braley

Commissioner Braley attended the Cecil/Harford Chapter of Maryland Municipal League quarterly meeting on July 15, 2010 in Bel Air. He will be also touring the Cecil County Landfill on July 31st at 9:00 am. He is concerned in regards to the creek and the discoloring. Commissioner Braley is touring the facility as a resident.

Town Administrator

The Town Administrator attended the following meetings:

- 1) July 15th Salute to Cecil County Veterans
- 2) July 16th Peter Wood regarding a permanent pavilion at Woody's
- 3) July 16th Rev. Bert Jicha - the new minister at the United Methodist Church and potential youth programs. Future meetings(s) will occur and will include the North East middle school principal.
- 4) July 16th Rolling Mill Water Treatment Plant – sludge building start-up.
- 5) July 19th Department Head Meeting
- 6) July 21st Jess Crouch, T. Jess Crouch and Associates regarding amendments to the Audit Contract.
- 7) July 22nd Jeff Blomquist, Esquire regarding the Water System Improvement Project
- 8) July 22nd Marta Harding, Esquire and Chris Woodcock, Woodcock and Associates regarding the status of the PSC Case
- 9) July 23rd Michael Devine, Devine Computing regarding the new network server
- 10) July 26th Department Head meeting
- 11) July 26th Michael Devine, Devine Computing regarding the new network server

Town Administrator – Additional Reports:

The summer youth program through Cecil County Social Services is going well. The program will conclude on August 23, 2010.

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The dinner meeting with the County Commissioners will need to be decided tonight, if possible. The proposed date is August 5th. The location and time have not been determined.

North East Fire Company Carnival July 14, 2010 – July 18, 2010. The carnival company, Wade, was well equipped with staff, nice selection of rides for children of all ages, kept the grounds litter free at all times. However, the Fire Company did not comply with the agreement in the following ways: did not maintain the required fire police around the perimeter of the event, the entrance was too large therefore allowing entrance via a yard of an adjoining property owner; fence was cut in multiple places, the area that was made available for the employees of the carnival to get to and from their trailers was not monitored therefore permitted the general public to access the carnival from that area. One altercation/fight on the grounds occurred on the second night.

The remedial/completion project in Courts of Mallory – Phase 1 by Jim Houston, H.I.E. Contractors and Dennis Reynolds Excavating is progressing well. They are ahead of schedule and it appears they will complete their respective portion of the work ahead of schedule. They have both encountered some unexpected items during construction.

ENTECH Engineering has submitted their Engineering Evaluation regarding the Rolling Mill Water Treatment Plant. A meeting will take place on August 2nd with our attorney to review ENTECH's evaluation and discuss the next course of action.

A start-up of the residuals sludge building took place on Friday July 16. A full start up could not take place until modifications to the design occurred. Another start-up has been scheduled for this Friday, July 30th.

-UNFINISHED BUSINESS-

Jackson House – Tenant

The Town Administrator met with Mr. Sumner in regards to occupying the Jackson House. He did advise this program has limited income. The Board requested a meeting with Mr. Sumner. Per the Town Administrator, Mr. Sumner will not be available for 6-8 weeks due to recent surgery.

2887 Biggs Highway - Well

Ron Carter and Anne Barker went to the property for observation. While they were there, the house bib was tested on the back of the house and on the garage. The house hose bib tested positive for chlorine and the garage hose bib did not. Pictures were taken.

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Mayor McKnight would like for the resident to be invited to the next Board Meeting to discuss this matter directly with the Board.

County Commissioners Dinner

The Mayor and Commissioners decided to have the dinner meeting with the County Commissioners on August 23rd at 6:00 pm. The location to be determined.

North East Carnival

After minor discussion, the Mayor requested that a representative of the North East Fire Company be invited to their next meeting to discuss the staff report previously given regarding the July 2010 carnival.

-NEW BUSINESS-

Water Standard Detail

After minor discussion a motion was made by Commissioner Braley, seconded by Commissioner Koch and approved by all to adopt Water Standard Detail R-23.

Court of Mallory Phase 2 and 3 Paving

The Director of Planning and Town Administrator appeared before the Board to provide them with an update of paving for Court of Mallory Phases 2 and 3. Over the last several months staff has had discussions with the project engineer regarding the paving. Specifically, they wanted to be kept aware of the Town's schedule for paving of Phase 1. They wanted to have Phases 2 and 3 paved immediately following Phase 1. When the Director of Planning met with the project engineer she was advised that not only were they not going to pave Phases 2 and 3 at this time, they had no projected date of construction due to a lack of funds. It was also noted the Public Works Agreement expires on December 31, 2010 and the development was built out June 2010. After discussion it was decided to have the Town Administrator request the surety in order to complete the paving.

Courts of Mallory Phase 3

The previous extension of the Public Works Agreement, dated December 2006 expired December 2009. The developer has requested for an extension for Phase 3. After discussion, the Board declined acting on the request at this time.

-APPROPRIATIONS-

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A motion to approve Purchase Order No. 5922 in the amount of \$1,783.86 to Northern Data Systems for the June 30, 2010 water billing was approved by all.

A motion to approve Purchase Order No. 5938 in the amount of \$7,500.00 for the annual donation to the North East Fire Company was approved by all

A motion to approve Purchase Order No. 5939 in the amount of \$4,152.00 to Devine Computing for 1 server and 2 PC'S, along with installation was approved by all.

A motion to approve the invoices as presented tonight for payment was made by Commissioner Koch, 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 7:30 PM.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean Clerk