

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

February 11, 2015

The Town Meeting was called to order by Mayor Robert F. McKnight at 7:00 PM. Present were Commissioners Kena Koch, Paul Stark, Hilary Crothers-Moore, Chief Darrell Hamilton, Maintenance Supervisor Phillip Meekins, Director of Finance and Administration Ken Natale, Town Administrator Melissa B. Cook-Mac Kenzie and Head Clerk Stephanie Racine-Dean.

The Pledge of Allegiance was recited.

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of January 28, 2015 was made by Commissioner Stark, seconded by Commissioner Crothers-Moore, and approved by all.

**-GUESTS-**

Dr. Robert Gell and Karl H. Fockler, Esquire - "The Skip Jack Martha Lewis"

Dr. Gell and Mr. Fockler came to speak in regards to the Skip Jack, Martha Lewis. Mr. Fockler advised that the Martha Lewis is the last of a dying breed in the state of Maryland which was built over 60 years ago. Both Dr. Gell and Mr. Fockler explained the history of the Martha Lewis and how this type of sail boat ran up and down the Chesapeake as oyster boats. The Skip Jack, Martha Lewis, has been harbored in Havre de Grace, Maryland. Mr. Fockler and Dr. Gell are asking for the Martha Lewis to be part of Cecil County for educational purposes, not only for the youth but the entire public. They would like for the Skip Jack to be docked at the North East Community Park for not only tours but cruise's and dinner's around the bay. The mission for the Martha Lewis is to continue to be afloat and give information for the history of "The Skip Jack."

Town Board Approved Minutes February 25, 2015

Dr. Gell and Mr. Fockler are requesting donations from the public and private organizations. The Martha Lewis has been out of the water for over 10 months for repair of the mast and other issues. They are hoping that the Martha Lewis will return to the water by Spring for scheduled tours not only in Cecil County but where the boats long term home is, Havre de Grace, Maryland. This year is the 60<sup>th</sup> Birthday for the Martha Lewis.

Mayor Robert McKnight is in favor of this program and supports modifying the docking regulations at the Town Park. Town Administrator Melissa B. Cook-Mac Kenzie asked if the Martha Lewis would be requesting to stay overnight. Mr. Fockler advised he thinks it would be a great idea. Melissa B. Cook-Mac Kenzie stated that instead of rewriting the docking regulations, an amendment granting an exception to non-profit/educational vessels should be added to the existing ordinance.

**-PUBLIC COMMENT-**

None.

**-INTRODUCTION OF ORDINANCES-**

None.

**-ADOPTION OF RESOLUTION AND ORDINANCES-**

1. Ordinance 2015-01-01 Code of Ordinance Article 6 – Purchasing Policy

The Town Administrator Melissa B. Cook-Mac Kenzie advised that there was one amendment to the ordinance which struck the non-appropriation section after further discussion. Other than that, the ordinance remains as presented.

A motion to approve as amended Ordinance 2015-01-01 was made by Commissioner Koch, seconded by Commissioner Crothers-Moore, and approved by all.

**-REPORTS-**

Mayor McKnight

Mayor McKnight along with the Town Administrator Melissa B. Cook-Mac Kenzie and Director of Planning Betsy Vennell met with the County Government Officials along with the Mayor of Elkton and the Mayor of Perryville and their staff. This was in regards to starting the dialog in resolving some water service area related issues.

Commissioner Kena L. Koch

None.

Commissioner Paul Stark

Commissioner Stark entered the yearly 2014 Crime and Traffic breakdown report and also the January 2015 Crime and Traffic breakdown report for the North East Police Department.

Commissioner Stark also attended the yearly stock holders meeting at the North East Fire Company on February 2, 2015.

Commissioner Hilary Crothers-Moore

None.

Director of Finance and Administration, Ken Natale

Director Natale reported the new phone system has been installed and the vendor will be returning at a later date for additional training.

Town Administrator, Melissa B. Cook-MacKenzie

The Town Administrator reported the following:

- 1) On February 11, 2015 submitted to the Head Clerk, Stephanie Racine-Dean in accordance with Section 613. of the Charter for the Town of North East, the results of the February 9, 2015 Town Election (see attached). The Clerk of the Court will be asked to visit the next town board meeting or the first meeting in March for the swearing in of Mayor Robert McKnight.
- 2) On February 11, 2015 attended a progress meeting with Vanguard, Entech, Severn Trent and staff regarding water meter replacement project.

Town Board Approved Minutes February 25, 2015

This project is moving along, Vanguard has installed 2,000 meters to date. The hardware for the computer system should be installed in the next couple of weeks. After seeing the installation of the Tower Base Station at the Bayberry Water Tank, it has been determined the equipment needs to be more secure. At this time the equipment is vulnerable at this location.

- 3) Entered into the record, the January 2015 Monthly Report from the office of Planning and Zoning
- 4) Street and sidewalk project along with the water main replacement project and the storm drain project is underway. Work has begun on Third Street in regards to the storm drain replacement. Miss Utility has marked lines on Church Street and Roney Avenue in preparation of that work starting in the next couple weeks.
- 5) There will be meetings with residents from Church Street, Roney Avenue, Mahogany Drive and Captains Gate in regards to these projects and how they will be impacted. The meetings will be set up with each group individually.

**-MISCELLANEOUS-**

None.

**-UNFINISHED BUSINESS-**

Residents of Wallace Avenue Update from Staff

**North East Chief of police Report/Update –**

Chief Hamilton of the North East Police Department reported that his officers are still performing patrols of all Wallace Avenue. Chief Hamilton also reported additional North East Police Officers are patrolling the vacant property and ensuring they remain secure.

**North East Maintenance Department Report/Update –**

At the request of Mayor McKnight, the North East Maintenance Department will apply boards to the Guard Rail at the end of Wallace Avenue. At the request of Mayor McKnight. This will help keep the ATV traffic from coming onto the residence property of Wallace Avenue.

**Planning and Zoning Department Report/Update –**

Director of Planning and Zoning Betsy Vennell on February 9, 2015 sent a final notice to the owner of property, Novo Realty, that the next inspection will be February 17, 2015 and citations will be reissued and re-inspected if the debris is still there. Town Administrator Melissa B. Cook-Mac Kenzie advised the next step after will be a fine.

North East Community Park – Docking Facility

In response to previous discussions regarding the docking regulations for the North East Community Park Floating Docks, the Town Administrator presented a draft amendment. Per the Town Administrator Melissa B. Cook-Mac Kenzie, she would like to alter the draft amendment after hearing the presentation made by Dr. Gell and Mr. Fockler in regards to the Skip Jack Martha Lewis. She believes excluding vessels for the purpose of education and tourism should be the approach. The Town Administrator will have a draft proposal for the Board at their next meeting.

**-NEW BUSINESS-**

None.

**-MISCELLANEOUS-**

Chief Hamilton of the North East Police Department spoke regarding a complaint he had from a resident on Cherry Street in regards to noise coming from the restaurant, Naughty Goose. The owners of the Naughty Goose, have private security to make sure all customers leave at closing. Their staff communicates and works closely with the North East Police Department who are present during closing as well. In addition, Chief Hamilton contacted the Cecil County Liquor Board and at his request were at the Naughty Goose this past Friday and Saturday night and there were zero violations.

**-APPROPRIATIONS-**

A motion to approve Budget Amendment 2015-010 (emergency purchase Town Hall phone system) was made by Commissioner Koch, seconded by Commissioner Stark and approved by all.

A motion to approve Purchase Order No. 10818 to Civil Utility Construction Company, Inc. in the amounts of \$2,700.00 for Public Works 2014-003 Storm Drain was made by Commissioner Stark, seconded by Commissioner Crothers-Moore, and approved by all.

A motion to approve Purchase Order No. 10820 CNA in the amount of \$4,398.25 for High Street water location, North East Community Park, Water System Services and Storm Drain Project & Engineering was made by Commissioner Koch, seconded by Commissioner Crothers-Moore and approved by all.

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


**-BUSINESS FROM THE FLOOR-**


**-ADJOURNMENT-**

With there being no further business to discuss, a motion to adjourn was made by Commissioner Braley, seconded by Commissioner Koch and approved by all. The meeting ended at 7:40 PM.

Attest:

Respectfully submitted,

  
Robert F. McKnight, Mayor

  
Stephanie Racine-Dean, Head Clerk