

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

July 13, 2016

The Town Meeting was called to order by Mayor Robert F. McKnight at 7:00 P.M. Present were Commissioners Michael Kline, Paul Stark, Eric Braley and Hilary Crothers-Moore. Also present were Police Chief Darrell Hamilton, Director of Finance and Administration Ken Natale, Town Administrator Melissa B. Cook-MacKenzie and Head Clerk Stephanie Racine-Dean. Maintenance Supervisor Phillip Meekins was absent from the meeting.

The Pledge of Allegiance was recited.

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of June 22, 2016 meeting was made by Commissioner Kline, seconded by Commissioner Stark, and approved by all.

**-GUESTS-**

North East Volunteer Fire Company – Proposed Monument at North East Community Park

Mr. Jeff Isaacs from the North East Volunteer Fire Company and Mr. Jeffrey Nowland, Nowland Associates gave a follow up presentation in regards to the change of direction of the memorial that was presented at the March 6, 2016 board meeting.

Mr. Jeff Isaacs and Mr. Jeffrey Nowland met with Town Administrator Melissa B. Cook-MacKenzie, Director of Planning and Zoning Betsy Vennell, Police Chief Darrell Hamilton, and Maintenance Supervisor Phillip Meekins to discuss a possible location at the North East Community Park. Mr. Nowland stated to the board, the diagram that was received was not the final proposed location, just an example. The proposed plan shows the memorial in a location which was agreed upon during a meeting on April 7, 2016.

Mayor McKnight along with the board, did express their concerns about the proposed location and several other concerns such as maintenance for the Memorial. Commissioner Kline asked Mr. Isaacs if the Committee has looked at other parts of the county that would be more appropriate for the memorial. Mr. Isaacs stated they felt the North East Community Park would be the best location because the project is being organized by the North East Fire Company, and that the park is the ideal place for this Memorial because of all the events that are held in the North East Community Park.

Ms. Cook-MacKenzie suggested to the board and committee consider an area outside of Town Hall on Main Street adjacent to the Municipal Parking Lot. Mr. Jeff Isaacs and Mr. Jeff Nowland

agreed this would be a good location and they are willing to change the diagram that was previously given to the board for review and would accommodate any changes for the dimension of the area. Mr. Jeff Isaacs stated he would need to return to the Committee with the change and get approved before moving forward.

Proposed Chicken Factory – Zion Acres Farm 80 England Creamery Road

Mr. Brian Frymiare 34 Steeple Chase Lane North East and Mr. Mike Logan 56 Steeple Chase Lane North East - Residents of Cecil County who are concerned about the proposed 200,000 capacity broiler operation at 80 England Creamery Road, North East. They stated there is widespread concern among neighbors and noted their belief that public health considerations associated with broiler production operations were not properly considered in the Environmental Assessment performed for the Farm Loan program. In the Environmental Assessment, there are sections on potential impacts to water resources and air quality, but the references to best management practices aimed at minimizing potential impacts are nonspecific and do not reflect scientific literature on potential health impacts due to air and water contamination by industrial broiler production. In addition, other relevant public health topics are left out of the Environmental Assessment.

Mr. Brian Frymiare and Mr. Mike Logan requested the Town of North East not to support the proposed chicken factory due to the environmental hazards which may contaminate the Little North East Creek which is part of the Town's water supply.

**-PUBLIC COMMENT-**

None.

**-ADOPTION OF RESOLUTION AND ORDINANCES-**

None.

**-REPORTS-**

Mayor Robert McKnight

Mayor McKnight reported he attended the Cecil County Salute to the Veterans on Sunday, July 3, 2016. Mayor McKnight did have a concern from a resident in regards to the noise level from the duration of the event.

Mayor McKnight reported he attended the North East Volunteer Fire Company (Station 4) Tour Wednesday, July 13, 2016 to see an overview of the operations of the department.

Commissioner Stark

Commissioner Stark reported he attended the North East Volunteer Fire Company (Station 4) Tour Wednesday, July 13, 2016 to see an overview of the operations of the department.

Commissioner Braley

Commissioner Braley reported he attend the Planning and Commission Meeting Tuesday, July 5, 2016. Commissioner Braley stated they will not be meeting in August but will meet in the month of September.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the Cecil County Salute to the Veterans on Sunday, July 3, 2016.

Commissioner Crothers-Moore reported he attended the North East Volunteer Fire Company (Station 4) Tour Wednesday, July 13, 2016 to see an overview of the operations of the department.

Commissioner Kline

Commissioner Kline submitted the Maintenance Department report for May 2016 and June 2016.

Commissioner Kline reported he attended the Cecil County Salute to the Veterans on Sunday, July 3, 2016.

Commissioner Kline reported he attended the North East Volunteer Fire Company (Station 4) Tour Wednesday, July 13, 2016 to see an overview of the operations of the department.

Director of Finance and Administration, Ken Natale

Mr. Natale reported he is working on the Audit for Fiscal Year 2016 and the auditors will be on site next week for preliminary field work.

Town Administrator, Melissa B. Cook-Mackenzie

Mrs. Cook-MacKenzie reported she attend the Planning and Commission Meeting Tuesday, July 5, 2016.

Mrs. Cook-MacKenzie reported she attended the Cecil County Salute to the Veterans on Sunday, July 3, 2016.

Mrs. Cook-MacKenzie reported she received a retirement letter from Russell Merritt effective December 7, 2016.

Mrs. Cook-MacKenzie reported she has submitted a substantial completion letter to Vanguard for the water meter replacement project. Mrs. Cook-MacKenzie reported a punch list to Vanguard from the water meter project, with a letter expressing the Town's displeasure with the work performed by the contractor.

Mrs. Cook-MacKenzie reported along with Mr. Steve Nolan announced the acquisition of CNA, Inc, Mr. Nolan's firm by EN Engineering. EN Engineering provides comprehensive and dependable engineering, consulting, and automation services to pipeline companies, utilities, and industrial customers. Mr. Nolan stated they will still serve the town in the best way the company can and will provide the same services.

**-UNFINISHED BUSINESS-**

Mayor McKnight

Mayor McKnight reported that the County has approved funding for the new library that will serve the town for the next 50 years. Mayor McKnight met with Acting Director, Cecil County Public Library Morgan Miller and they are working on grant applications for funding of the library. The library was approved one hundred percent of funding this year and they will keep the town updated with new information.

**-NEW BUSINESS-**

Request to Amend North East Zoning Ordinance Article 6; Section 6-5. Storage of Boats, Boats of Trailers, Jet Skis, Jet Skis on Trailers, Motor Homes, Recreational Vehicles, Trailers (any type), Travel Trailers/Travel Campers (pulled by motor vehicle)

Mayor McKnight and Commissioner Braley spoke in regards to homeowners being dislocated from their residence and what accommodations could be made. Currently there are no provisions in the town's ordinance stating the homeowner could stay on the property for a limited period of time while the home improvements were being done. Commissioner Braley stated there would need to be parameters set before any consideration to the provision.

Mayor McKnight asked Mrs. Melissa Cook-MacKenzie her thoughts on amending the ordinance. Mrs. Cook-MacKenzie stated she would like to speak first to Director of Planning and Zoning, Betsy Vennell. The department has researched what the other communities do and was determined that nothing came close to being comparable to the size of the lots in North East. Mrs. Cook-MacKenzie stated she would like to speak with Mrs. Betsy Vennell and ask for her to be at the next Town Board Meeting on Wednesday, July 27, 2016 with her input.

**MISCELLANEOUS-**

**-APPROPRIATIONS-**

A motion to approve Purchase Order BPO2017-001-WA to Coyne Chemical in the amount of \$208,000.00 for water treatment chemicals was made by Commissioner Kline, seconded by Commissioner Braley and approved by all.

A motion to approve Purchase Order 160713-001 to Grainger in the amount of \$7,934.00 for Replacement Compressor at the Leslie Water Treatment Plant was made by Commissioner Kline seconded by Commissioner Stark and approved by all.

A motion to approve Purchase Order 160713-002 to Northern Data Systems Inc. in the amount of \$10,293.00 for annual support and licensing fees for the Town's financial and billing software was made by Commissioner Crothers-Moore, seconded by Commissioner Braley and approved by all.

A motion to approve Purchase Order 160713-003 to Apple Ford in the amount of \$30,340.00 for 2016 Ford F350 Super Duty Pick-Up Truck with Eight Foot Boss Snow Plow was made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all.

A motion to approve the invoices presented for payment was made by Commissioner Braley, seconded by Commissioner Kline 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 Crothers-Moore seconded by Commissioner Braley and approved by all. The meeting adjourned at 8:20 P.M.

Attest:

Respectfully submitted,

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Robert F. McKnight, Mayor

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Stephanie Racine-Dean, Head Clerk