

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

August 9, 2017

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

The Pledge of Allegiance was recited and a moment of silence was observed.

-APPROVAL OF MINUTES-

A motion to approve the minutes of July 26, 2017 was made by Commissioner Crothers-Moore, seconded by Commissioner Stark and approved by all.

-OATH OF OFFICE-

Mayor McKnight administered the Oath of Office to Sarah (SJ) Anderson FOR Board of Appeals Member. Her term Expires in October 2018.

GUESTS-

None.

-PUBLIC COMMENT-

None.

-APPOINTMENTS-

None.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

None.

REPORTS-

Mayor McKnight

Mayor McKnight reported he attended the Boys and Girls Club National Night Out on Tuesday, August 1, 2017.

Mayor McKnight reported he attended a Ribbon Cutting for Bomba's Barbecue Restaurant, 2360 Pulaski Highway North East on Friday, July 28, 2017.

Commissioner Stark

Commissioner Stark reported he attended a Ribbon Cutting for Bomba's Barbecue Restaurant, 2360 Pulaski Highway North East on Friday, July 28, 2017.

Commissioner Stark entered into the record the July 2017 Crime and Traffic Breakdown for the North East police Department.

Commissioner Crothers-Moore

None.

Director of Finance and Administration

Mr. Natale reported the new software is working well and shut off notices will be generated Thursday, August 10, 2017.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported on the various meetings she attended.

Mrs. Cook-MacKenzie reported she attended a meeting Thursday, July 27, 2017 with the town's attorney's Mr. Davis Beste and Mr. Dennis Clower in regards to Ridgely Forest construction work and the bond process.

Mrs. Cook-MacKenzie reported she attended a Ribbon Cutting for Bomba's Barbecue Restaurant, 2360 Pulaski Highway North East on Friday, July 28, 2017.

Town Board Meeting August 9, 2017

Page 3 of 4
Town Board Approved Minutes August 23, 2017

Mrs. Cook-MacKenzie reported she attended two bid openings on Thursday, August 3, 2017 for the meter replacement project in Timberbrook and the Bay View Tank Rehabilitation.

Mrs. Cook-MacKenzie reported she attended a meeting on Monday, August 7, 2017 with the County Administration regarding the Lakeside Community Home Owners Association.

Mrs. Cook-MacKenzie reported she met with Anne Fazio, the former Clerk-Treasurer on Tuesday, August 8, 2017 regarding her retirement.

Mrs. Cook-MacKenzie entered into the record on the behalf of Commissioner Braley, the July 2017 Planning and Zoning Monthly Reports.

-UNFINISHED BUSINESS-

None.

-NEW BUSINESS-

Award of Bid for “METER REPLACEMENT – TIMBERBROOK DEVELOPMENT”
Entech No. 4201.17

A motion to approve the Award of Bid for “Meter Replacement – Timberbrook Development and Requisition R8-107 to Freese Plumbing in the amount of \$106,447.00 was made by Commissioner Crothers-Moore, seconded by Commissioner Stark and approved by all.

Award of Bid for “BAY VIEW TANK REHABILITATION” Entech No. 4201.16

A motion to approve the Award of Bid for “Bay View Tank Rehabilitation and Requisition R8-108 to Utility Service Company in the amount of \$525,500.00 was made by Commissioner Crothers-Moore, seconded by Commissioner Stark and approved by all.

Bay View Tank Inspection Mumford-Bjorkman Associates INC.

A motion to approve Requisition R8-122 to Mumford-Bjorkman Associates INC., and not exceeding the amount of \$44,875.00 for the Bay View Tank Inspection was made by Commissioner Crothers-Moore, seconded by Commissioner Stark and approved by all.

Jackson House Repairs and Renovation Entech Engineering INC.

Town Board Meeting August 9, 2017

The Board tabled the approval of the work order. It will be brought back up at the August 23, 2017 meeting after the Board has had the opportunity to review the work order.

-MISCELLANEOUS-

-APPROPRIATIONS-

A motion to approve the Requisition R8-118 Lecco Pipeline Company, INC. in the amount of \$11,000.00 for Installation of a Water Meter Pit, 207 Champlain Road and also an Emergency Repair, 104 Champlain Court was made by Commissioner Crothers-Moore, second by Commissioner Stark and approved by all.

A motion to approve the invoices presented for payment was made by Commissioner Crothers-Moore, seconded by Commissioner Stark 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 Crothers-Moore, seconded by Commissioner Stark and approved by all. The meeting adjourned at 7:20 P.M.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk