

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

**April 11, 2018**

The Town Meeting was called to order by Mayor McKnight at 7:00 P.M. Present were Commissioners Hilary Crothers-Moore, Paul Stark, Raymond Mitchell and Michael Kline. Also present Town Engineer Chris Mink, 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.

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

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of the March 28, 2018 meeting was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

**-OATH OF OFFICE-**

**-PUBLIC HEARING-**

Mayor McKnight called the Public Hearing to order at 7:02 p.m.

**Ridgely Forest Master Planned Community - Amendment**

Town Administrator, Melissa Cook-MacKenzie gave opening comments with a summary and the purpose of the Public Hearing: to hear the request for an amendment to the Ridgely Forest Master Planned Community. Originally approved in 2008, has a new developer, WORF, LLC, 2301 Rutledge Road, Fallston, Maryland 21047. The owner of the property is 1PH LLC, Baltimore, Maryland. Subject property is currently zoned "R-4" Mixed Use Residential District with the Master Planned Community Overlay District. Also found on Tax Map 31 Parcel 1355, 235; 195.94 acres.

On Wednesday, March 28, 2018 the Board found the application was consistent with the comprehensive plan and the standards of the Master Plan Community District and therefor granted conditional preliminary approval which enabled the Planning Commission and the town's staff to continue and analyze the proposal, subject to all implacable due processes and procedures. The Planning Commission held a Public Hearing on Tuesday, April 3, 2018. The Planning Commission recommended approval of the Ridgely Forest Master Planned Community, with conditions. The Public Hearing tonight is the third and final hearing of the approval process.

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The Mayor McKnight swore in the members of the public that wish to speak and the applicants to present their proposal.

Ms. Amy G. DiPietro, P.E, 3445-A Box Hill Corporate Center Abington, Maryland 21009 presented plans on behalf of the Developer. Ms. Dipietro also advised the board a portion of the development will be age-targeted housing units, not age-restricted.

Town Engineer, Chris Mink, P.E., C N A recommended approval of the Ridgley Forest Master Planned Community with the conditions out-lined below, provided the following be addressed as minor amendments with the Planning Commission, per the “MPC” Regulations.

- The water meters as shown on the panhandle layout inset on the overall plan, and as shown on Page 31 of the guidelines book is correct. The water main shown in the overall plan view going down the panhandle lots is not correct.
- On the overall plan, reference to the tot lot at the clubhouse is incorrect. The note should refer to that as a playground, as referred to in the guidelines book on page 41.
- Goldspire Drive is accepted as a design standard in accordance with good engineering practices with the emergency access and traffic control devices shown and noted.
- The landscaping planting width and street tree locations shown on Page 26 of the guidelines may need to be revised after consultation with the Town’s Landscape Architect has occurred.
- The Town is requesting that the minimum lot sizes shown on Page 32 of the guidelines and on the overall plan sheet ne further revised. We will work with the developer to either return the minimum lots sizes back to the original lot sizes shown on the 2008 MPC guidelines or at least to match the Town subdivision regulations minimum lot sizes.

Town Administrator, Melissa Cook-MacKenzie entered into the record a written letter from Mr. James Maziarz, 11 Viburnum Avenue Elkton, Maryland 21921.

Mr. Ralph Ryan and Mrs. Patricia Ryan, 6 Viburnum Avenue, Elkton, Maryland 21921 had several concerns about the open space and the changes that will occur with the future developers. With the new phases that are expected to start in May, the residents are concerned their community is not going to be classified as a, “premiere neighborhood” like they were promised. They are also concerned with the value of their homes decreasing due to the type of homes that will be built. Mr. Ryan who is a Civil Engineer with Perryville, stated he was insured by the previous developer there would be no structure built on the open space across from his residences due to potential flooding. Mr. and Mrs. Ryan are not against the development of the community nor the developer, just the reduction of the open space area. Mr. Ryan, was also concerned about the open space provided, based on Cecil County Regulations.

Amy G. DiPietro, Civil Engineer at Morris & Richie Associates addressed Mr. Ryan’s concerns:

- Updated wetlands permit applications have been applied for.
- Maryland Department Environment should make a determination in the next few weeks
- Phase 1 open space area was reduced because of the existing utilities and pavement in place.

Mr. Michael J. Pollack, 10 Viburnum Avenue Elkton, Maryland 21921 expressed his concerns in regards to the open space and the decreasing property value.

Mr. James Maziarz, 11 Viburnum Avenue Elkton, Maryland 21921 had questions about the site plan; the new phases and concerns of the value of the existing homes based upon the new concept plan. Mr. Maziarz also reported that while the developer will say the housing market has changed, our neighboring state in Delaware, there is a home market for home comparable or larger than what exists currently in Ridgely Forest. Mr. Maziarz stated the proposed Community Center has been an ongoing issue since the prior builder. Mr. Maziarz expressed concerns about the structures cost and the ongoing expenses the residents will have to pay. This decision should not be made by the Town of North East but those in the community that will be forced to pay the increase of the Home Owners Association dues.

Mr. Joe Wolf, Member of Wolf LLC., 5133 Fry Road Upper Coe, Maryland 21155 and Mr. Tom O'Laughlin 2301 Rutledge Road Fallston, Maryland 21407, Developers for the Ridgely Forest Master Plan Community. Mr. Wolf and Mr. O'Laughlin stated Ryan Homes will not be building the rancher style home in the existing Phase 1. The Planning Commission required Ryan Homes to provide comparable features of the existing homes in Phase 1. The developers agreed to eliminate lot 1000 from the plan in the spirit of calibration, with Mr. And Mrs. Ryan.

Jodi Agerton, 19 Honeylocust Circle Elkton, Maryland 21921 stated that she supports the developer and the community center and expressed her gratitude to the Town and the Developers for taking over the development of Ridgely Forest and she is excited to see the future progress.

James D. Madric Jr., 9 Goldspire Drive Elkton, Maryland 21921 stated he supports the developer and the community center. Mr. Madric stated, that was one reason he moved to Ridgely Forest was the attraction of the pool and the immensities.

Commissioner Stark reported he is in favor of the Community Center which will be a tremendous benefit for the Community and he is looking forward to the project moving forward.

Commissioner Crothers-Moore is in favor of the Community Center and is looking forward to the development moving forward.

Commissioner Kline agreed with his fellow Commissioners and thanked the developers for their time with the community workshops, the hours and the commitment to move forward. Commissioner Kline also thanked the Planning Commission along with the town staff and stressed, this project is something we all can be proud for our future.

Commissioner Mitchell agreed with his fellow Commissioners, reporting the Community Center will be a good amenity for the Community and thanked the developers for conceding on lot 1000.

Town Engineer, Chris Mink, P.E., C N A, reports that this project meets all the technical requirements guidelines of a Master Planned Community and recommends the approval, with previously outlined conditions.

Mayor McKnight thanked the Developers, Planning Commission and the town hall staff for overseeing the requirements and the conditions of the resolution were met.

Mayor McKnight closed the Public Hearing to order at 7:56 p.m.

A motion to approve the the Ridgely Forest Master Planned Community and the Master Planned Community overlay district with the conditions outlined by Mr. Mink was made by Commissioner Mitchell, and seconded by Commissioner Kline and approved by all.

**-GUESTS-**

None.

**-APPOINTMENTS-**

A motion to approve the appointment of the following individuals to the Economic Development Commission was made Commissioner Crothers-Moore, seconded by Commissioner Stark and approved by all:

Kelly Benson, Port House Grill  
Sandra Edwards, Cecil County Office of Economic Development  
Kerry Famularo, Northeastern Maryland Department Company  
Tom Kenny, Self Employed CEO/Broker  
Thomas Lofland, Cecil College

Town Administrator Melissa Cook-MacKenzie, is an ex official member Ordinance of the Commission.

**-INTRODUCTION OF ORDINANCES-**

None.

**-ADOPTION OF RESOLUTION AND ORDINANCES-**

Resolution 2018-04-01 Proposed Revised Debt Policy

A motion to approve the Resolution 2018-04-01, Proposed Revised Debt Policy was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

**-REPORTS-**

Mayor McKnight

None.

Commissioner Stark

Commissioner Stark entered into the record the March 2018 Crime and Traffic breakdown for the North east police Department.

Commissioner Crothers-Moore

None.

Commissioner Kline

Commissioner Kline reported he attended the Planning and Commission meeting Tuesday, April 3, 2018.

Commissioner Kline reported he will be attending the Maryland Municipal League Open Meeting Act, Thursday, April 12, 2018 in Hyattsville, Maryland.

Commissioner Mitchell

Commissioner Mitchell reported he attended the Planning and Commission meeting Tuesday, April 3, 2018.

Director of Finance and Administration

Mr. Natale entered the record the list of payments issued since the last Board Meeting. There will be no more Warrant List due to the change in Chapter 2 Article 6 of the Code of Ordinances.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported she attended the following meetings since the March 28, 2018 Town Board meeting.

- the Town Attorney
- Planning and Commission Meeting
- Director of Planning and Maintenance Supervisor. about the donation of trees from the Rotary Club
- Personnel Matter with Chief Hamilton

- Towns Attorney, Davide Beste, in preparation of Court on Friday, April 13, 2018 about Ridgely Forest
- Representatives of the Boys & Girls Club
- Director of Planning and Zoning
- Mr. Mike Evans, Cecil County Public Works about Razor Strap Road
- Promotional Testing North East Police Department
- Ethics Committee meeting, Tuesday April 10, 2018

### **-UNFINISHED BUSINESS-**

#### Maryland Municipal League

Commissioner Kline received feedback on who would benefit from attending the Maryland Municipal League Summer Conference in Ocean City, Maryland. Per the information gathered, the following people will be attending: Commissioner Kline, Commissioner Mitchell and the Town Clerk, Stephanie Racine-Dean. The Director of Finance and Administration will see all attendees registered and have the hotel rooms reserved.

#### Establish Date for North East Community Park Workshop

Mrs. Cook-MacKenzie requested the Board establish a date for a Workshop about the North East Community Park.

After discussion, this was tabled until the return of the Town Administrator from leave.

### **-NEW BUSINESS-**

#### North East Commerce Center, Lot 7B re: Public Works Agreement Extension

Mrs. Cook-MacKenzie presented a Public Works Agreement Extension for North East Commerce Center, Lot 7B.

A motion to approve the Public Works Agreement Extension was made by Commissioner Kline, seconded by Commissioner Stark and approved by all.

#### Mr. & Mrs. Edward Lewis, 409 North Maryland Avenue North East, Maryland, re: Water Allocation Request – Residential Unit 250 GPD

Mrs. Cook-MacKenzie presented a Water Allocation Request for Mr. & Mrs. Edward Lewis, 409 North Maryland Avenue, North East, Maryland for 250 gallons per day.

A motion to approve the Water Allocation Request 250 gallons per day was made by Commissioner Mitchell, seconded by Commissioner Kline and approved by all.

#### Worf, LLC. – Ridgely Forest, 445 Residential Dwelling Units re: Water Allocation Request – 111,250 GPD

Mrs. Cook-MacKenzie presented a Water Allocation Request for Worf, LLC, Ridgely Forest, 445 Residential Dwelling Units 111,250 GPD.

A motion to approve the Water Allocation Request 111,250 gallons per day was made by Commissioner Stark, seconded by Commissioner Kline and approved by all.

Mr. Barry Montgomery, Razor Strap Road, Lots 3A and 4A – Tax Map 31; Parcels 1323 and 1324 Water Allocation Request Residential Unit 250 GPD per Unit, total 500 GPD for Agreement

Mrs. Cook-MacKenzie presented a Water Allocation Request for Mr. Barry Montgomery, 2 Residential Units – Lot 3A and 4A – Tax Map 31 Parcel Razor Strap Road for 250 gallons per day, per unit, 500 total.

A motion to approve the Water Allocation Request 250 per unit 500 total was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

Mrs. Cook-MacKenzie presented to the Board, the Annual Maryland Department of Transportation 2018 Request letter. The Town of North East is invited to participate in the Annual Maryland Department of Transportation Tour Meeting that is held in the fall.

The Board will have any comments to the Director of Planning by Wednesday, May 9, 2018 Board Meeting

#### **-APPROPRIATIONS-**

None.

#### **-BUSINESS FROM THE FLOOR-**

None.

#### **-MISCELLANEOUS-**

Police Chief Darrell Hamilton reported he attended a Caregiver Conference at the Singerly Fire Hall on Tuesday, April 10, 2018.

Mr. Phillip Meekins received an e-mail from Mr. Rob Jugler about the Gateway Sign at the north island. Mr. Jugler wanted to take full responsibility for the sign not being installed at the date the Board requested. During the transportation of the Gateway Sign, the routed panels were damaged and I he will be replacing the sign with new material at his cost.

Mrs. Stephanie Racine-Dean reported she contacted the Upper Bay Museum about scheduling a Board meeting at their facility. Per discussion with the secretary, Lori Bouchelle it was decided to schedule on Wednesday, June 27, 2018 at 7:00 p.m.

**-ADJOURNMENT-**

With there being no further business to discuss, a motion to adjourn was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all. The meeting adjourned at 7:55 P.M.

Attest:

Respectfully submitted,

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Robert F. McKnight, Mayor

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Stephanie Racine-Dean, Town Clerk