

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

May 9, 2018

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

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

-OATH OF OFFICE-

Mayor McKnight administered the Oath of Office to Kelly Benson, Sandra Edwards, Kerry Famularo and Tom Kenny who were appointed to the Economic Development Commission on April 28, 2018. Their terms expires, April 20, 2020. Thomas Lofland was unable to attend and will be take the Oath at a later date.

-APPROVAL OF MINUTES-

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

A motion to approve the minutes of the April 11, 2018 Budget Workshop Minutes was made by Commissioner Kline, seconded by Commissioner Crothers-Moore and approved by all.

-PUBLIC HEARING-

Fiscal Year 2018-2019 General Fund and Water Fund Budgets and Tax Rate

The Public Hearing for the Fiscal Year 2018-2019 General & Enterprise, Fund Budgets, Water Rates and Tax Rate was called to order by Mayor McKnight opened to the public hearing at 7:07 p.m.

Director of Finance and Administration, Ken Natale, presented the proposed budgets and rates. Mr. Natale informed the public the adoption of the budget and tax rates is scheduled for Wednesday, May 23, 2018. There being no comment from the public, Mayor McKnight closed the public hearing at 7:18 p.m.

-GUESTS-

None.

-PUBLIC COMMENT-

None.

-INTRODUCTION OF ORDINANCES-

Ordinance No. 2018-05-01 re: The Purpose Adopting Fiscal Year 2019 Budget

The purpose of adopting a Fiscal Year 2019 Budget, Real and Public Utility/Railroad Operating Tax Rates for the Taxable Year beginning July 1, 2018, and a Homestead Credit Percentage to be applied for the purposes of the Homestead Tax Credit under State Law; stating certain projected expenditure and expense allocations; specifying circumstances under which approval of the Mayor and Commissioners is required for modifications to revenues and expenditures; establishing comprehensive fiscal plan for the Town of North East for the period July 1, 2018 through June 30, 2019.

This ordinance is scheduled to be brought up for a vote at the May 23, 2018 Board Meeting.

-ADOPTION OF RESOLUTION AND ORDINANCES-

None.

-REPORTS-

Mayor McKnight

Mayor McKnight reported he attended Career Day at the North East Middle School on Friday, April 27, 2018.

Mayor McKnight reported he attended a meeting with Artesian about the possibility of an additional interconnection at MD 272 & US 40.

Commissioner Stark

Commissioner Stark reported he attended the North East Fire Department Banquet on Saturday May 5, 2018.

Commissioner Crothers-Moore

None.

Commissioner Kline

Commissioner Kline reported he has received an Educational Grant reimbursement for the 2018 Maryland Municipal League Summer Conference in Ocean City, Maryland. As the Town already paid the registration fees Maryland Municipal League will reimburse the town.

Commissioner Mitchell

Commissioner Mitchell reported he attended the Planning Commission Meeting on Tuesday, May 1, 2018.

Director of Finance and Administration, Ken Natale

Mr. Natale entered the record the list of payments issued since the last Board Meeting.

-UNFINISHED BUSINESS-

None.

-NEW BUSINESS-

Proclamation, National Safe Boating Week

Mayor McKnight presented to the board a Proclamation for National Safe Boating Week, May 19 through May 25, 2018.

Mayor McKnight reported the State Highway Administration apologized for not communicating about the repaving of Mauldin Avenue. They should be completed by the weekend.

Personnel Promotions, North East Police Department

After hearing the recommendation of the Town Administrator and the Police Chief, Commissioner Stark made a motion to promote Corporal Stephen Yates to Sergeant effective immediately. Commissioner Mitchell second the motion and the motion was approved by all.

After hearing the recommendation of the Town Administrator and the Police Chief, Commissioner Stark made a motion to promote Corporal Michael Hickey to Sergeant effective immediately. Commissioner Kline second the motion and the motion was approved by all.

Ridgely Forest Master Planned Community

Commissioner Mitchell reported the Developer for the Ridgely Forest Development met with the Planning Commission, pursuant to the approval of the Master Planned Community Floating Zone District on April 11, 2018 by the Mayor and Commissioners. The Developer resolved the five outstanding items which were brought up at the April 11, 2018 meeting. (Landscape location, utilities for panhandle lots, Traffic Control devices on Goldspire Drive, “tot lot” vs playground term oncology, and adjustments to the lot sizes).

Annual Report – 2017 5 Year Comprehensive Plan Implementation and Development Process Report

Commissioner Mitchell reported the North East Planning Commission approved the 2017 Annual Report and the 5-year Comprehensive Plan Implementation and Development Process Report. The submittal to the Mayor and Commissioners is not an action item, it has been adopted by the Planning Commission.

Pursuant to Section 1-207. (d) Review. The legislative body shall review the annual report and direct that any appropriate and necessary studies and other actions be undertaken to ensure the continuation of viable planning and development process, the Planning Commission Office is certainly open to discuss any directives you may have.

Maryland Department of Transportation Letter 2018 Transportation Priorities for the Town of North East

Commissioner Mitchell reported the draft priorities letter was given to the Mayor and Commissioners and Planning Commission April 3, 2018: The Planning Commission met on May 1, 2018 and had no additions, subtractions or amendments to the draft letter. The Mayor and Commissioners will need to determine if they want any additional items on the draft letter. The letter will be sent by the close of business on May 11, 2018.

Maryland Department of the Environment – Town Matching Agreement

Mr. Natale presented 3 grant agreements with Maryland Department of Environment for Water Quality Improvement that requires a 75% town match totaling \$1.2 million. \$1 million is budgeted in Fiscal Year 2019 and the remaining \$200,000 can be paid in 2020.

A motion to approve Mayor McKnight to sign the Maryland Department of the Environment Town Matching Agreement and committing the town to \$1,191,750.00 in matching funds was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

-MISCELLANEOUS-

Sergeant Stephen Yates and Sergeant Michael Hickey received their Sergeant pins and badges.

-BUSINESS FROM THE FLOOR-

None.

-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 7:35 p.m.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk