

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

**May 23, 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, Director of Finance and Administration Ken Natale and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Town Administrator Melissa B. Cook-MacKenzie and Chief of Police Darrell Hamilton.

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

**-OATH OF OFFICE-**

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of May 9, 2018 was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all.

**-PUBLIC HEARING-**

None.

**-GUESTS-**

None.

**-PUBLIC COMMENT-**

None.

**-INTRODUCTION OF ORDINANCES-**

None.

**-ADOPTION OF RESOLUTION AND ORDINANCES-**

Ordinance No. 2018-05-01 Adopts 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.

Commissioner Stark made a motion to adopt Ordinance No. 2018-05-01, Commissioner Kline seconded the motion and the motion was approved by all.

Resolution 2018-05-01 Adopts the Amount the Town will contribute toward premiums for Medical Insurance.

Commissioner Mitchell made a motion to adopt Resolution 2018-05-01, Commissioner Kline seconded the motion and the motion was approved by all.

Resolution 2018-05-02 Adopts the Amount the Town will contribute toward for Dental and Vision Insurance.

Commissioner Kline made a motion to adopt Resolution 2018-05-02, Commissioner Crothers-Moore seconded the motion and the motion was approved by all.

Resolution 2018-05-03 Adopts the Face Amount which the Town will contribute toward a life insurance policy for each full time employee.

Commissioner Stark made a motion to adopt Resolution 2018-05-03, Commissioner Mitchell seconded the motion and the motion was approved by all.

Resolution 2018-05-04 Adopts the Amount which the Town will contribute toward any premiums to provide monetary contributions toward continuation for medical insurance for employees who have retired from employment in good standing with the Town.

Commissioner Kline made a motion to adopt Resolution 2018-05-04, Commissioner Stark seconded the motion and the motion was approved by all.

**-REPORTS-**

Mayor McKnight

Mayor McKnight reported the Administration Assistant to the Chief of Police has been filled by Ms. Kristine Short. Ms. Jennifer Slayman will depart from her duties on Tuesday July 3, 2018.

Commissioner Stark

Commissioner Stark entered into the record the April 2018 Crime and Traffic Breakdown for the Town of North East Police Department.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the North East Chamber Luncheon at the Fairwinds Farm.

Commissioner Kline

Commissioner Kline entered into the record the April 2018 Maintenance Department Monthly Report.

Commissioner Mitchell

Commissioner Mitchell entered into the record the April 2018 Planning and Zoning Monthly Report

Director of Finance and Administration, Ken Natale

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

Mr. Natale entered into the record the March and April 2018 Department of Finance and Administration Monthly Report which include Financial Statements through April 30, 2018.

Mr. Natale presented to the Board for review the Request for Proposal 2018-06-01 for Storm Water Management Study for Compliance with General Permit for Discharges from Small Municipal Separate Storm Sewer Systems General Discharge Permit.

Water Plant Superintendent, Ronald Carter

Mr. Carter gave the April 2018 report for both the Rolling Mill and the Leslie Water Treatment Plants.

Mr. Carter reported the Bay View Tower Painting Project had a malfunction with the temporary pressure tanks which caused temporary outages on Tuesday, May 15, 2018.

Mr. Carter reported the repair of Cemetery Road will start on Tuesday, May 29, 2018 weather permitting with a rain date of Wednesday, May 30, 2018.

Mr. Carter reported he had a meeting with Artesian about the interconnection on Red Toad Road. The project will be moving forward and should be completed within three to six months.

**-UNFINISHED BUSINESS-**

None.

**-NEW BUSINESS-**

North East Developers, LLC, Range Road North East, Maryland, re: Water Allocation Request – Five Equivalent Residential Units 1250 GPD each unit 250 GPD

Mr. Natale presented a Water Allocation Request for North East Developers, LLC Range Road, North East, Maryland for five equivalent residential units 1250 gallons per day each unit 250 gallons per day.

A motion to approve the Water Allocation Request 1250 gallons per day each for five equivalent residential units each unit 250 gallons per day was made by Commissioner Kline, seconded by Commissioner Stark and approved by all.

CHM, Inc., re: Water Allocation Request – Equivalent Residential Unit 250GPD

Mr. Natale presented a Water Allocation Request for CHM, Inc., 161 Razor Strap Road, 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 Crothers-Moore and approved by all.

**-MISCELLANEOUS-**

Mr. Meekins reported the 2006 580SN Four Wheel Case Backhoe has been received.

Commissioner Mitchell requested an update on the SHA Mauldin Avenue Repainting Project. He asked when they would be back to install crosswalk. Mayor McKnight directed Maintenance Supervisor Philipp Meekins to contact SHA.

**-BUSINESS FROM THE FLOOR-**

None.

**-ADJOURNMENT-**

With there being no further business to discuss, a motion to adjourn was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all. The meeting adjourned at 7:18 p.m.

Attest:

Respectfully submitted,

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Robert F. McKnight, Mayor

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Stephanie Racine-Dean, Town Clerk