

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

July 25, 2018

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

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

-APPROVAL OF MINUTES-

A motion to approve the minutes of July 11, 2018 was made by Commissioner Kline, seconded by Commissioner Crothers-Moore and approved by all. Commissioner Mitchell abstained from voting as he was not present at the July 11, 2018 meeting.

-PUBLIC HEARING-

None.

-GUESTS-

Roberta Johnson, Cecil County Health Department Overdose Prevention Coordinator

Ms. Roberta, Cecil County Health Department Overdose Prevention Coordinator gave a presentation about the mission of the Opioid Misuse Prevention Project. Mayor McKnight requested the Health Department hold a free community wide training session, "Save a life with Narcan" at the North East Town Hall, to which Ms. Johnson said she would coordinate with Chief Hamilton to get it scheduled and promoted.

-PUBLIC COMMENT-

None.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

None.

-REPORTS-

Mayor McKnight

Mayor McKnight entered into the record the June 2018 Crime and Traffic Breakdown for the Town of North East Police Department.

Commissioner Crothers-Moore

None.

Commissioner Kline

None.

Director of Finance and Administration, Ken Natale

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

Mr. Natale reported the auditors were at Town Hall on Thursday, July 18, 2018 to start the preliminary field work for the audit and will continue throughout the summer.

Water Plant Superintendent, Ronald Carter

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

Mr. Carter advised the Board there is more water usage from the Leslie Plant do to the Bayview Water Tower being offline for the water project. Mr. Carter indicated the project has been completed and he is waiting for the water test results from the lab. Once this is completed the tower will be placed back in service and will be observed daily for accuracy.

Mr. Carter informed the Board the Town received a monitoring violation for Total Organic Carbons which will need to be reported on the next Consumer Confidential Report due to an error by the Town's independent lab.

-UNFINISHED BUSINESS-

Ridgely Forest

Mayor McKnight indicated he would like an updated status of the Ridgely Forest Project from the Director of Planning and Zoning, Betsy Vennell.

-NEW BUSINESS-

Appointment of Cynthia G. Billig to Town Commissioner.

A motion was made by Commissioner Kline, seconded by Commissioner Crothers-Moore and approved by all. Mayor McKnight administered the Oath of Office to Ms. Billig and was seated with the Board.

Artesian Utility Development, Inc. "Residential Water and Sewer Service line and Internal Plumbing Protection Program Agreement".

Mayor McKnight presented to the Board, Residential Water and Sewer Service Line and Internal Plumbing Protection Program Agreement between the Town of North East and Artesian Utility Development, INC., 664 Churchmans Road, Newark Delaware 19702.

A motion to approve the Artesian Utility Development, Inc. "Residential Water and Sewer Service Line and Internal Plumbing Protection Program Agreement" was made by Commissioner Mitchell, seconded by Commissioner Kline and approved by all.

North East Commons

Mayor McKnight presented a concept site plan for a 716,490 SF Cross Dock Facility at North East Commons with additional pad sites. Mayor McKnight advised the Board the annexation plan outlines that the Developer will give the Town ½ acre when the site is developed, and they offered two options. After discussion with the Board, it was agreed to accept the ½ acre closest to the trailer storage area which would be located at the back of the property.

A motion to approve the North East Commons ½ acre closest to the trailer storage area was made Commissioner Crothers-Moore and seconded by Commissioner Kline and approved by all.

Heron Cove Letter

Mayor McKnight presented to the Board with a draft letter indicating the Town's interest in purchasing the parcel known as Heron Cove Community owned by NE LLC.

A motion to approve the letter was made by Commissioner Crothers-Moore, seconded by Commissioner Kline and approved by all.

Chesapeake Bay Trust Grant – MOU

Mr. Natale presented to the Board, Grant Agreement between the Chesapeake Bay Trust and the Town of North East. The grant award is in the amount of \$13,400.00 for a green streets conceptual plan for the Town of North East.

A motion to approve the Chesapeake Bay Trust Grant MOU was made by Commissioner Mitchell, seconded by Commissioner Kline and approved by all.

-MISCELLANEOUS-

Chief Hamilton gave a reminder about the Boys and Girls Club, “National Night Out” which will be held at the North East Methodist Church on August 8, 2018.

-APPROPRIATIONS-

A motion to approve Requisition R9-101 to Soltesz, LLC in the amount of \$56,338.00 for Stormwater Management Study was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

A motion to approve Requisition R9-113 to Freese Plumbing, INC in the amount of \$25,592.00 for Meter Replacement Project was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all.

A motion to approve Requisition R9-114 to Utility Service Company in the amount of \$111,218.00 for Bayview Tank Rehab was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

A motion to approve Requisition R9-115 to Mumford – Bjorkman Associates INC in the amount of \$21,800.00 for Bayview Tank Inspection was made by Commissioner Crothers-Moore, seconded by Commissioner Kline and approved by all.

A motion to approve Requisition R9-116 to Entech Engineering INC in the amount of \$32,271.50 for Jackson House Repairs and Renovation was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore 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 Mitchell and approved by all. The meeting adjourned at 7:50 p.m.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk