

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

October 24, 2018

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

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

-OATH OF OFFICE-

Mayor McKnight administered the Oath of Office to Sarah Anderson and Peg Hardin who were reappointed to the Board of Appeals at the September 12, 2018 Board meeting. Sarah Anderson term expires, October 8, 2020 and Peg Hardin term expires October 8, 2019.

-APPROVAL OF MINUTES-

A motion to approve the minutes of the October 10, 2018 meeting was made by Commissioner Mitchell, seconded by Commissioner Kline and approved by all.

-PUBLIC HEARING-

Annexation Resolution C-2018-09-01-A and Annexation Plan Resolution C-2018-09-002-A

The Public Hearing for Annexation Resolution C-2018-09-01-A and Annexation Plan Resolution C-2018-09-002-A was called to order by Mayor McKnight at 7:04 p.m.

Town Administrator, Melissa B. Cook-MacKenzie gave opening comments and stated the purpose of the Public Hearing is to receive public comment regarding the Annexation Request filed by SYE LLC. The property consists of 2.1335 acres, (92935.26 square feet), can be found on Tax Map 0025: Parcel 0094, and identified as 10 Bradley Lane, North East, located on the West Side of Rogers Road, North East, Maryland. Recorded among the Land Records of Cecil County, Maryland. Book CMN 3906; Page 348. Zoning designation; Highway Commercial with the Highway Corridor Overlay District.

In accordance with the North East Zoning Ordinance, Article 9. Administration Provisions Section 9-5: Powers and Duties of the Planning Commission, the Planning Commission met on October 2, 2018 to review and discuss the Resolutions. The Planning Commission voted to recommend to the Mayor and Commissioners that they proceed with the Annexation.

There being no comment from the public, Mayor McKnight closed the Public Hearing at 7:06 p.m.

-GUESTS-

WILMAPCO 2050 Regional Transportation Plan Presentation

Mr. Jake Thompson, Transportation Planner for WILMAPCO gave a presentation regarding the WILMAPCO 2050 Regional Transportation Plan. Mr. Thompson stated every four years, MPOs (Metropolitan Planning Organization), must update their long range transportation plan with at least a twenty year planning horizon. The long range plan must be financially reasonable and conform to air-quality standards. The plan sets a broad vision for the regions of New Castle County, Delaware and Cecil County, Maryland.

-PUBLIC COMMENT-

None.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

1. Annexation Resolution Number C-2018-09-01-A

A motion to approve Annexation Resolution Number C-2018-09-01-A was made by Commissioner Mitchell, seconded by Commissioner Billig and approved by all.

2. Annexation Plan Resolution Number C-2018-0-02-A

A motion to approve Annexation Plan Resolution Number C-2018-0-02-A was made by Commissioner Crothers-Moore, seconded by Commissioner Kline and approved by all.

3. Ordinance 2018-10-01 Amendment to Chapter 2 Government Organization, Article 4, Public Ethics

A motion to approve Ordinance 2018-10-01 Amendment to Chapter 2 Government Organization, Article 4, Public Ethics was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

-REPORTS-

Mayor McKnight

Mayor McKnight reported he attended a meeting with Comptroller, Peter Franchot on Friday, October 19, 2018 at the Chesapeake Bay Coffee Shop.

Mayor McKnight reported he attended a meeting on Monday, October 22, 2018 with Frank Esposito, Senate Candidate for District 35.

Commissioner Billig

None.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended a meeting on Monday, October 22, 2018 with Frank Esposito, Senate Candidate for District 35.

Commissioner Kline

Commissioner Kline reported he attended a meeting with Comptroller, Peter Franchot on Friday, October 19, 2018 at the Chesapeake Bay Coffee Shop.

Commissioner Kline reported he attended the Cecil/Harford Chapter of the Maryland Municipal League Quarterly Meeting which was held in Havre de Grace, Maryland on Thursday, October 18, 2018.

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

Commissioner Mitchell

Commissioner Mitchell reported he attended the Cecil/Harford Chapter of the Maryland Municipal League Quarterly Meeting which was held in Havre de Grace, Maryland on Thursday, October 18, 2018.

Commissioner Mitchell reported he attended a meeting with Comptroller, Peter Franchot on Friday, October 19, 2018 at the Chesapeake Bay Coffee Shop.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported she attended the following meetings since the October 10, 2018 Town Board meeting.

- Diana Gatchell, 113 North East Isles regarding community parking.
- Jeff Holcomb, regarding the North East Gateway Building.
- North East Chamber of Commerce Board meeting.
- North East Chamber of Commerce Membership meeting at Sandy Cove Ministries.
- Comptroller, Peter Franchot.
- St. Mary Anne's Episcopal Church regarding upcoming projects.
- Frank Esposito, Senate Candidate for District 35.
- Board of Supervisors of Election.
- Grant Demond, regarding subdivision of his property.
- State Highway Administration, regarding the landscaping at the South Island.
- Cecil County Christmas Parade Committee.
- Polly Binns, Consultant for the Cecil County Library regarding a Fundraiser Campaign.

-UNFINISHED BUSINESS-

Nazarene Camp Road Decision

Mrs. Cook-MacKenzie re-submitted to the Board, the information from the September 12, 2018 Board Meeting which depicts what is being proposed for a portion of Nazarene Camp Road and a proposed cul-de-sac. Specifically the drawing shows a portion of the redesigned road which Cecil County would like to own and maintain that is in the Town limits.

The Engineer for North East Gateway has indicated the following:

- They would like the area, Nazarene Camp Road and the future cul-de-sac to be dedicated to Cecil County.
- Cecil County presently owns/maintains both Nazarene Camp Road and Leslie Road as there is no intention for the Town to take ownership of Leslie or Nazarene Camp in the foreseeable future.
- Annexing the small portion in to the Town would require modification of the annexation agreement and would subject the project to the lengthy annexation process.

During the Fast Track meeting for the project development, Cecil County Department of Public Works was present and indicated an interest in the proposal if a memorandum of understanding can be worked out between the Town and County.

After discussion with the Board, Mayor McKnight requested Ms. MacKenzie get a recommendation from the Planning Commission and return to the Town Board with their recommendation.

-NEW BUSINESS-

Gemcraft Homes, Lot 4 Prelude Subdivision, Water Allocation Request – 1 ERU's 250 GPD

Mrs. Cook-MacKenzie presented a Water Allocation Request for Gemcraft Homes, Lot 4 Prelude Subdivision, 3041 Biggs Highway, North East for one ERU (equivalent residential unit), 250 gallons per day.

A motion to approve the Water Allocation Request for Gemcraft Homes, Lot 4 Prelude Subdivision, 3041 Biggs Highway, North East for one ERU, 250 gallons per day, was made by Commissioner Mitchell and seconded by Commissioner Kline and approved by all.

Appreciation Dinner

Mrs. Cook-MacKenzie asked the Board to select a date and a location for the town's Appreciation Dinner in January 2019. After discussion, it was agreed upon to have the dinner at the North East Fire Company's Upper Chesapeake Ballroom. The selected Saturday, January 12, 2019 as their first choice with Saturday, January 19, 2019 as their second choice. Staff will contact the Fire Company to confirm a date. Mrs. Cook-MacKenzie advised that staff will obtain options from local caterers for the Board to review.

Residential Christmas Decorating Contest

Mrs. Cook-MacKenzie requested the Mayor and Commissioners to set a date and appoint judges for the Residential Christmas Decorating Contest. After discussion, the contest will be held on Thursday, December 13, 2018. Commissioner Crothers-Moore agreed to chair the event, with Commissioner Kline and Town Clerk, Stephanie Racine-Dean to assist with judging.

-MISCELLANEOUS-

Mrs. B. Cook-MacKenzie advised the Board, the 2018 Christmas Parade News Release was sent to the press on Monday, October 23, 2018.

Mrs. B. Cook-MacKenzie shared information with the Board regarding, the Boys and Girls Clubs of Harford and Cecil Counties, "Your Input Matters". This will be held, Wednesday, November 7, 2018 at 1000 Maresca Circle, North East. All were encouraged to participate.

-APPROPRIATIONS-

A motion to approve Requisition R9-568 to ENTECH Engineering Inc. in the amount of \$55,400.00 for Design Permitting and Bidding was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

Mrs. Cook-MacKenzie entered into the record on behalf of the Director of Finance and Administration, Ken Natale the list of payments issued since the last Board Meeting.

-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 7:45 p.m.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk