

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

March 13, 2019

The Town Meeting was called to order by Mayor Robert F. McKnight 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, Lieutenant James Just and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Director of Finance and Administration Ken Natale

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

-OATH OF OFFICE-

Charlene M. Notarcola, Clerk of Circuit Court for Cecil County was present and administered the Oath of Office to Mayor Robert F. McKnight. His term expires, March 2021.

Mayor McKnight administered the Oath of Office to Commissioner Michael. His term expires, March 2021.

Mayor McKnight administered the Oath of Office to Commissioner Cynthia Billig. Her Term expires, March 2021.

-APPROVAL OF MINUTES-

A motion to approve the minutes of the February 27, 2019 meeting was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

-PUBLIC HEARING-

None.

-GUESTS-

Ms. Amy Miller, RN, BSN, CHC, re: How to Deal with Stress

Ms. Amy Miller, RN, BSN, CHC is a health coach mentor who helps make healthy lifestyle choices and achieve personal wellness goals. Ms. Miller gave a presentation regarding, how stress affects us

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and how to work with the realities of the day-to-day challenges and solutions for stress relief. Mrs. Cook-MacKenzie commented that Ms. Miller's presentation would be a good topic for one of the quarterly employee wellness meetings.

Mrs. Dawn Rodenbaugh, Program Administrator, Cecil County Neighborhood Youth Panel re: Fiscal Year 2020 Grant Application

Mrs. Dawn Rodenbaugh expressed her gratitude to the Board for the continued support they have given to the Cecil County Neighborhood Youth Panel. Her appearance this evening is to request support for Fiscal Year 2020. The panel is a juvenile diversion program which gives first-time juveniles misdemeanor offenders the option of appearing before a panel of community volunteers rather than entering the juvenile court system. In addition, the panel gives the community the opportunity to be directly involved in the process of determining sanctions for youth offenders, monitoring sanction compliance and acting as positive role models to our youth.

Mayor McKnight expressed the importance of this program and the continued success this has throughout the community. The Town Administrator earlier in the week sent a letter to Ms. Barbara Smith Chief of Community Partnerships for Cecil County Government expressing continued support for the program as well as their request for funding from the Ms. Smith's department.

-PUBLIC COMMENT-

None.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

None.

-REPORTS-

Mayor McKnight

None.

Commissioner Billig

Commissioner Billig entered into the record the February 2019 Crime and Traffic Breakdown for the Town of North East Police Department.

Commissioner Crothers-Moore

None.

Commissioner Kline

Commissioner Kline entered into the record the February 2019 Maintenance Department Monthly Report.

Commissioner Kline reported he attended the Boys & Girls Club Mardi Gras Annual Celebration on Saturday, March 2, 2019, and expressed what a great event this is.

Commissioner Mitchell

Commissioner Mitchell reported he attended the Planning Commission meeting on Tuesday, March 5, 2019.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported she attended the following meetings since the February 27, 2019 Town Meeting:

- Boys and Girls Club of Cecil County
- Planning Commission
- North East Chamber of Commerce Board meeting
- Cecil County Public Library staff regarding the proposed North East Branch
- Entech regarding three MDE projects, Razor Strap Road water line replacement and the proposed renovations of the Jackson House
- Budget meeting with Department Heads and Director of Finance and Administration
- Cecil County Public Library staff and their Architect, Quinn Evans regarding the proposed North East Branch
- State Highway Administration progress meeting, regarding SHA bridge project on MD 272 over AMTRAK.
- AEC regarding the LED Light Project for the Police Department, Maintenance Department and Town Hall

Mrs. Cook-MacKenzie reported to the Board the contractor for the bridge project on MD 272 over AMTRAK, will be pouring the concrete deck the week of March 25, 2019 as long as the temperature is 40 degrees or above.

Mrs. Cook-MacKenzie reported to the Board she will be contacting Mr. Bobby Tucker prior to the March 19, 2019 Planning Commission meeting to obtain the status of the access permit for the North East Gateway project.

-UNFINISHED BUSINESS-

1. LED Lighting Projects re: American Energy Corporation, Offering Green Solutions

Ms. Cook-MacKenzie gave the Board updated information regarding, the LED upgrades proposed for the town buildings/fixtures. Ms. Jamie Marshall from American Energy Corporation met with Ms. Cook-MacKenzie to review the Lighting Incentive applications. The applications have been signed and Ms. Marshall will submit them to Delmarva on the Town's behalf. There is no financial commitment to the Town should the applications not be approved.

-NEW BUSINESS-

1. Mr. Eustace W. Mita, 27 Lots, off Route 272 (South of Town), Water Allocation Extension Request, Twenty Seven Town House Units or 6,750 GPD.

Mrs. Cook-MacKenzie presented a Water Allocation Extension Request from Mr. Eutace W. Mita, for twenty seven town house units or 6,750 gallons of water per day.

A motion to approve the Water Allocation Extension Request for 6,750 gallons of water per day, was made by Commissioner Crothers-Moore, seconded by Commissioner Billig and approved by all.

2. Memorandum of Understanding re: Boys and Girls Club of Cecil County, Maryland

Mrs. Cook-MacKenzie presented to the Board revisions to the Memorandum of Understanding regarding the Boys and Girls Club of Cecil County.

After discussion, a motion to authorize the Mayor to execute the Memorandum of Understanding as amended was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

-MISCELLANEOUS-

None.

-APPROPRIATIONS-

A motion to approve Requisition R9-01225 to Cecil County Government in the amount of \$39,408.00 for Fiscal Year 2019 Public Safety Communication was made by Commissioner Mitchell, seconded by Commissioner Billig and approved by all.

-BUSINESS FROM THE FLOOR-

None.

-ADJOURNMENT-

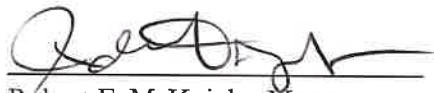
With there being no further business to discuss, a motion to adjourn was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

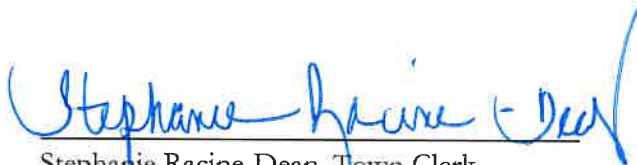
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The meeting adjourned at 7:53 p.m.

Attest:

Respectfully submitted,



Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk