

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

April 10, 2019

The Town Meeting was called to order by Mayor Robert F. McKnight 7:06 P.M. Present were Commissioners Cynthia Billig, Hilary Crothers-Moore, Michael Kline and Ray Mitchell. Also present were Chief of Police Darrell Hamilton, Town Administrator Melissa B. Cook-MacKenzie, Director of Finance and Administration Ken Natale and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Maintenance Supervisor Phillip Meekins

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

-OATH OF OFFICE-

None.

-APPROVAL OF MINUTES-

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

A motion to approve the MS4 work session minutes of the March 27, 2019 meeting was made by Commissioner Billig, seconded by Commissioner Crothers-Moore and approved by all.

-PUBLIC HEARING-

MS4 Report – Stormwater Utility Development

The Public Hearing for the MS4 Report, Stormwater Utility Development was called to order by Mayor McKnight, opened to the public at 7:09 p.m.

Raftelis, Executive Vice President and Director of Stormwater Management Consulting, Keith Readling PE, gave a presentation regarding the Stormwater Program Revenue requirements and the Rate Structure Alternatives summaries. After discussion, the Board will meet after the scheduled board meeting on, Wednesday, April 24, 2019 to discuss the fee for the establishment of the

stormwater utility and the cost. There being no comment from the public, Mayor McKnight closed the public hearing at 7:31 p.m.

-COUNTY COUNCIL COMMENTS-

Mayor McKnight wanted to thank Council President, Mr. Bob Meffley, District 1 and Council Vice President, Mrs. Jackie Gregory District 5 for attending the Board Meeting tonight.

-GUESTS-

None.

-PUBLIC COMMENT-

None.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

None.

-REPORTS-

Mayor McKnight

Mayor McKnight reported he attended several meetings with Artesian Water Company, Inc. regarding the Route 40 Interconnection and Red Toad Road. Mayor McKnight stressed, both meetings were very positive.

Commissioner Billig

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

Commissioner Crothers-Moore

None.

Commissioner Kline

None.

Commissioner Mitchell

Commissioner Mitchell entered into the record the March 2019 Planning and Zoning Monthly Report.

Commissioner Mitchell reported he attended the Planning Commission meeting on Tuesday, April 2, 2019. Discussed from prior meetings, Ridgely Forest, Gateway and the North East Library.

Director of Finance and Administration. Ken Natale

Mr. Natale reported he is working on the Budget for Fiscal Year 2020.

Mr. Natale reported he will be in training the week of April 15, 2019 for the town's User ERP system.

Town Administrator, Melissa B. Cook-MacKenzie

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

- Artesian Water Company, Inc. regarding the Route 40 Interconnection and Red Toad Road.
- State Highway Administration progress meeting, regard SHA bridge project on MD 272 over AMTRACK.

Mrs. Cook-MacKenzie reported she received a resignation letter from Ms. Jayne Hamilton who served on the Ethics Committee. Due to recent health issues, she will not be able to continue her service. The meeting scheduled for Tuesday, April 9, 2019, was cancelled due to lack of quorum. Mrs. Cook-MacKenzie stated they will be seeking a replacement for the vacant seat.

Mrs. Cook-MacKenzie advised the Board she received information from Census 2020 regarding hiring of Team Taker's. You can apply on line at 2020census.gov/jobs and a flyer is located in the town's lobby for the public to view.

Mrs. Cook-MacKenzie reminded the Board of the invitation they received from County Executive, Alan McCarthy regarding the Groundbreaking Ceremony for the North East Library which will be held on Saturday May 11, 2019 at 10:30 a.m.

Mrs. Cook-MacKenzie advised the Board she received a press release from the Attorney General, Brian E. Frosh regarding recent bills that have recently passed. The Maryland Sexual Assault Evidence Kit Police and Funding Committee the passage of three of its key 2019 legislative priorities to create effective statewide policies regarding the collection, testing and retention of medical

forensic evidence. Mrs. Cook-MacKenzie stated she would refer the information to Chief Hamilton for his review.

-UNFINISHED BUSINESS-

None.

-NEW BUSINESS-

Government Finance Officers Association

Mayor McKnight informed the Board the town received a Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada (GFOA) for its 2018 comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Mayor McKnight thanked The Director of Finance and Administration, Ken Natale for all his hard work and dedication to receive this award.

Special Events Application, Cecil County Food & Wine Festival

Mr. Natale introduced to the Board the Cecil County Food & Wine Festival Special Events application for the 2019. Mr. Natale advised the sponsoring organizer has changed to Coins for Cakes Inc. & the event will be a fundraiser for a non-profit organization.

A motion to approve the Cecil County Food & Wine Festival application was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

Maryland Department of Transportation 2019 Request

Mrs. Melissa Cook-MacKenzie introduced to the Board the Maryland Department of Transportation 2019 Request. Representatives from the Maryland Department of Transportation and State Highway Administration, along with State Representatives will meet with the Counties and Towns throughout Maryland to review the upcoming projects which will be funded in the future.

After discussion with the Board, Mrs. Cook-MacKenzie will get a recommendation from the Planning Commission and return to the Town's Board with their recommendation on Wednesday, May 8, 2019.

-MISCELLANEOUS-

Commissioner Kline reminded the Board the Maryland Municipal League Summer Conference will be held the week of June 23, 2019. After discussion, it was agreed Mayor McKnight and Commissioner Kline will be attending with the possibility of the Town Administrator, Melissa Cook-MacKenzie in attendance.

-APPROPRIATIONS-

None.

-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 7:47 p.m.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk