

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

March 27, 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, Director of Finance and Administration Ken Natale, Lieutenant James Just and Town Clerk Stephanie Racine-Dean.

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 13, 2019 meeting was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

-PUBLIC HEARING-

None.

-GUESTS-

Mr. Kelly Benson, Vice-Chair, North East Economics Development Commission (EDC)

Mr. Kelly Benson, 10 North Main Street, North East, Maryland, Vice-Chair, North East Economic Development Commission (EDC), presented to the Board recommendations from the Committee:

- EDC Mission, Vision and Values Statement.
- EDC Strategic Action Plan for 2019, Goals and Objectives.

A motion to approve as presented, EDC Mission, Vision and Values Statement and the EDC Strategic Action Plan for 2019 was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

- Mr. Benson requested for the town to apply for funding of a Façade Program through Maryland of Housing and Community Development (DHCD).

After discussion, the Board agreed for Mr. Kelly Benson to move forward with the application process of the Façade Program through Maryland of Housing and Community Development. However, the completed application will need to be brought before the Board for review and approval before it is submitted.

-PUBLIC COMMENT-

None.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

Resolution 2019-03-01 - Capitalization Threshold for Town Lease Assets and Lease Liabilities.

A motion to approve the Resolution 2019-03-01, Capitalization Threshold for Town Lease Assets and Lease Liabilities was made by Commissioner Billig, seconded by Commissioner Crothers-Moore and approved by all.

-REPORTS-

Mayor McKnight

None.

Commissioner Billig

None.

Commissioner Crothers-Moore

None.

Commissioner Kline

None.

Commissioner Mitchell

Town Board Approved Minutes April 10, 2019

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

Water Plant Superintendent, Ronald Carter

Mr. Carter gave the February 2019 report for both the Rolling Mill and the Leslie Treatment Plants.

Director of Finance and Administration, Ken Natale

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

Mr. Natale reminded the Board, there will be a Budget Work Session on Wednesday, April 10, 2019 at 6:00 PM.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported she attended the following meetings since the March 13, 2019 Town Meeting:

- Town's Attorney, Dennis S. Clower regarding Amending the Charter and the Code Ordinance.
- Conference call with North East Station in regards to the dedication of the mains.
- MRA and North East Gateway representatives.
- Artesian Water Company, Inc.
- Mr. Thomas Lee and Mrs. Jill Lee regarding Law Enforcement Appreciation Week.
- North East Chamber of Commerce Board of Directors.
- Planning Commission.
- Economic and Development.
- Kerry Doordan, regarding 114 South Main Street, North East.
- Salute to Cecil County Veterans Operations.
- North East Chamber of Commerce.
- Cecil County Christmas Parade.
- Budget Meeting with Mayor McKnight.
- Benecon Group and LGIT.

-UNFINISHED BUSINESS-

None.

-NEW BUSINESS-

Vice Mayor Election per Section 407 of the Town Charter

Mayor McKnight informed the Board it was time to elect Vice Mayor, per Section 407 of the Town Charter.

A motion to nominate Commissioner Michael Kline as Vice Mayor was made by Commissioner Billig, seconded by Commissioner Mitchell. No other nominations were made and the Board unanimously elected Commissioner Kline.

Deed of Conveyance for Water Mains and Appurtenances – Northwoods Section 1, Northwoods Section 2, 3 and 4-A

Mrs. Cook-MacKenzie presented a Deed of Conveyance for Water Mains and Appurtenances, Northwoods Development, Section 1,2,3, and 4-A. After review by the town staff, and the Town's Attorney, it is recommended to move forward with the Development.

A motion to approve the Deed of Conveyance for Water Mains and Appurtenances was made by Commissioner Mitchell, seconded by Commissioner Kline and approved by all.

Deed of Conveyance for, Assignment of Easement from Cecil County to Town Section 1

A motion to approve the Deed of Conveyance for, Assignment of Easement from Cecil County to Town Section 1 with the recommendation from the town staff was made by Commissioner Crothers-Moore, seconded by commissioner Billig and approved by all.

Ms. Susan Weed & Mr., Bruce Schneider, Northwoods, Section 4-A - 4 Lots, 1,000 GPD and Section 4 Phase 2, 3, 4, 5, 6 – 41 Lots, 10,250 GPD North East Water Allocation Reinstatement Request, 45 Residential Units, Total of 11,250 GPD.

Mrs. Cook-MacKenzie presented a Water Allocation Reinstatement Request for Ms. Susan Weed & Mr. Bruce Schneider, Northwoods, forty five residential units, 11,250 gallons per day.

A motion to approve the Water Allocation Reinstatement Request for 11,250 gallons per day, was made by Commissioner Kline, and seconded by Commissioner Mitchel and approved by all.

-MISCELLANEOUS-

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

-APPROPRIATIONS-

Fiscal Year 2019 Budget Amendment 2019-005

A motion to approve Budget Amendment 2019-005 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 Mitchell, seconded by Commissioner Kline and approved by all. The meeting adjourned at 7:40 p.m.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk