

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

April 24, 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 Maintenance Supervisor Phillip Meekins, Director of Finance and Administration Ken Natale Town Administrator Melissa B. Cook-MacKenzie and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Chief of Police Darrell Hamilton.

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 April 10, 2019 meeting with the correction per Mayor McKnight, Ms. Jayne Hamilton of the Ethics Committee be added to the report of Melissa Cook-MacKenzie, was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

A motion to approve the Budget work session minutes of the April 24, 2019 meeting was made by Commissioner Kline, seconded by Commissioner Billig and approved by all.

-PUBLIC HEARING-

None.

-GUESTS-

None.

-PUBLIC COMMENT-

None.

-INTRODUCTION OF ORDINANCES-

Ordinance 2019-04-01 re: The Purpose Adopting Fiscal Year 2020 Budget

The purpose of adopting a Fiscal Year 2020 Budget, Real and Public Utility/Railroad Operating Tax Rates for the Taxable Year beginning July 1, 2019, and a Homestead Credit Percentage to be applied for the purposes of the Homestead Tax Credit under State Law; stating certain projected expenditure and expense allocations; specifying circumstances under which approval of the Mayor and Commissioners is required for modifications to revenues and expenditures; establishing comprehensive fiscal plan for the Town of North East for the period July 1, 2019 through June 30, 2020.

This ordinance is scheduled for a Public Hearing at the next Town Board Meeting on Wednesday, May 8, 2019.

-ADOPTION OF RESOLUTION AND ORDINANCES-

None.

-REPORTS-

Mayor McKnight

None.

Commissioner Billig

None.

Commissioner Crothers-Moore

None.

Commissioner Kline

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

Commissioner Kline reported he attended the Maryland Municipal League Dinner on Thursday, April 18, 2019 at the Charlestown Fire Hall.

Commissioner Mitchell

None.

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Water Plant Superintendent, Ronald Carter

Mr. Carter gave the March 2019 report for both the Rolling Mill and the Leslie Water 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.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported she attended the following meetings since the April 10, 2019 Town Meeting:

- Meeting with Worf, LLC, a Representative from Ryan Homes and the Engineer regarding new products at Ridgely Forest.
- Entech Engineering regarding ongoing projects.
- Rising Sun Town Administrator, Calvin Bonenberger Jr. in regards to town water and sewer.
- Meeting with Maintenance Supervisor Phil Meekins, Water Plant Chief Operator Chris Hawley and Principle, Mr. Anthony Evans from the North East Middle School regarding Student Community Service Day on Monday, May 13, 2019.
- North East Chamber of Commerce Board of Directors Meeting
- Meeting with Victoria Park's new Owner and the on site Manager.
- Economic Development Committee.
- Department of Housing and Community Development, Cindy Stone Auditor, regarding Riverwood's.
- Meeting with Ridgely Forest and the town staff.

Mrs. Cook-MacKenzie reported the Town's Engineer sent a preliminary sketch to Cecil County regarding the permanent repair to the water main on Razor Strap Road. After the County's review they requested the proposed structure be moved further from the Razor Strap Road Bridge. Entech will finalize the information and get a preliminary cost estimate so the town can finalize on one set of plans.

-UNFINISHED BUSINESS-

Boys & Girls Club of Harford/Cecil County

Mayor McKnight advised he will be meeting with the President Brian Heinbaugh of the Boys & Girls Club Harford/Cecil County on Friday, April 26, 2019 for the signing of the MOU.

Artesian Water Company, Inc.

Mayor McKnight advised he will be meeting with Artesian Water Company, Inc. on Friday, April 26, 2019 regarding the Route 40 Interconnection and Red Toad Road.

-NEW BUSINESS-

The Kane Law Group, Joseph F. Snee, Jr.

Mayor McKnight advised he received an e-mail from Mr. Joseph F. Snee, Jr. who is a part of a litigation team against Opioid Manufactures and Distributors. Mayor McKnight requested for the Town Clerk, Stephanie Racine-Dean to set up an appointment between himself and the law firm.

Invitation from Comptroller Franchot re: Willian Donald Schaefer Helping People Award

Mayor McKnight received an invitation from Comptroller Franchot to present the William Donald Schaefer Award to recipient and North East resident, Missy Reynolds, the founder of, “Cruzin for a Cause” Car Show on Tuesday, April 30, 2019 at Union Hospital.

After discussion, Mayor McKnight with Commissioner Kline and Commissioner Mitchell, will attend the ceremony.

-MISCELLANEOUS-

Melissa Cook-MacKenzie reminded the Board she needs their recommendation request regarding the Maryland Department of Transportation 2019 prior of the next Town Board meeting on Wednesday, May 8, 2019.

-APPROPRIATIONS-

None.

-BUSINESS FROM THE FLOOR-

None.

-WORK SESSION MS4 REPORT-

Mr. Natale presented to the Board information about possible changes to the Stormwater Management Fund Budget and to discuss the fee for the establishment of the stormwater utility to cover the costs associated with the Town’s Municipal Separate Storm Sewer System, MS4 Permit for the Fiscal Year 2020. After discussion, the Board agreed with the changes to the proposed budget including transferring \$56,000.00 from the general fund with the fee calculated on a per ERU basis, with apartment buildings/complex’s calculated based on actual impervious surface like commercial & institutional parcels & not based on the number of units.

-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 7:59 p.m.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk