

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

August 14, 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 Chief of Police Darrell Hamilton, Maintenance Supervisor Phillip Meekins, Director of Finance and Administration Ken Natale, Town Administrator Melissa B. Cook-MacKenzie 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 July 24, 2019 meeting was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

-PUBLIC HEARING-

None.

-GUESTS-

None.

-APPOINTMENTS-

None.

-PUBLIC COMMENT-

None.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

None.

-REPORTS-

Mayor McKnight

Mayor McKnight reported he attended National Night Out on Tuesday, August 6th, 2019 at the North East Methodist Church and expressed, what a great event this is.

Commissioner Billig

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

Commissioner Crothers-Moore

None.

Commissioner Kline

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

Commissioner Kline reported he attended National Night Out on Tuesday, August 6th, 2019 at the North East Methodist Church.

Commissioner Mitchell

Commissioner Mitchell reported he attended National Night Out on Tuesday, August 6th, 2019 at the North East Methodist Church.

Commissioner Mitchell reported he attended the Planning Commission meeting, on Tuesday, August 6, 2019. The Planning Commission made a recommending to the Board of Appeals for the continuation of the extended hours for Snatcher's Creekside as stated in the legal opinion for Special Exceptions Case: 2017-03-SE with the condition, they return in one year for an annual review.

Commissioner Mitchell also reported the Ridgeley Forest Masterplan Community Subdivision was on the agenda.

Town Board Approved Minutes August 28, 2019

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 reported he met with Howard Bank regarding the closure of the Elkton Branch and the courier service they will be providing to the town, free of charge for the duration of the town's relationship with the bank.

Mr. Natale reported the preliminary work for the Fiscal Year 2018-2019 audit is progressing.

Mr. Natale reported water service for one hundred and sixteen properties were shut off on, Tuesday August 13, 2019.

Mr. Natale reported the Storm water Management Utility letter was mailed on Wednesday, August 1, 2019, and the town staff has received minimum calls regarding the storm water fee.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported she attended the following meetings since the July 24, 2019 Town Meeting:

- July 30, 2019 Libby King regarding history of North East, Ms. King is writing a book about North East
- August 1, 2019 Morgan Miller and team regarding site plan, agreements, grading permit and zoning authorization
- August 1, 2019 Steve Riley, P.E. Entech regarding progress meeting on various projects
- August 1, 2019 Maryland Land Advisors regarding potential property to development for veterans and/or senior housing
- August 2, 2019 Mike Pugh regarding fund raising for the North East Branch library
- August 6, 2019 Cecil County Economic Development Commission and Maryland Secretary of Commerce, Ms. Kelly Schultz
- August 6, 2019 North East Planning Commission
- August 8, 2019 Maryland Department of the Environmental regarding various items however the primary reason for meeting was the 20 year water system study
- August 9, 2019 Phil Meekins, Maintenance Supervisor regarding capital projects
- August 12, 2019 Tracy Reynolds regarding Howard Bank Elkton Branch closing
- August 13, 2019 North East Chamber of Commerce Board meeting
- August 14, 2019 Progress meeting for State Highway Bridge over AMTRAK

-UNFINISHED BUSINESS-

Storm water Utility Letter

Mayor McKnight stated he received a call from Mr. Peter Wood regarding the Storm water Utility Letter.

-NEW BUSINESS-

North East VFW Post 6027, 815 Turkey Point Road, re: the Dedication of the new AMTRAK Bridge to the Veterans from the Town of North East.

Mayor McKnight advised he was contacted by the Commander, Gene Daley, VFW Post 6027, 815 Turkey Point Road, North East, Maryland and asked for the Town to consider requesting that The Maryland Department of Transportation at the time of completion dedicate the new bridge to the Veterans from the Town of North East. At the progress meeting attended by the Town Administrator earlier in the day she spoke to Mr. Kenneth Fender, District 2 Engineer about the request of the VFW. Mr. Fender indicated the Town would need to send a letter to the Secretary of the Maryland Department of Transportation for approval.

A motion to have the Town Administrator send a letter to the Secretary of the Maryland Department of Transportation was made by Commissioner Mitchell, seconded by Commissioner Kline and approved by all.

-MISCELLANEOUS-

Melissa Cook-MacKenzie received a call from Mr. Daniel Hampton, 7 Yorktown Court North East, Maryland. Mr. Hampton owns and operates, Tri-State Power Solutions and Exterior Cleaning. Mr. Hampton is requesting to power wash, free of charge, the playground equipment, restrooms, picnic tables and pavilions at the North East Community Park.

After discussion, with the Board and the Maintenance Supervisor, Phil Meekins, it was agreed to decline Mr. Hampton's offer at this time.

-APPROPRIATIONS-

None.

-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 Billig and approved by all. The meeting adjourned at 7:15 p.m.

Respectfully submitted,

Stephanie Racine-Dean, Town Clerk

Attest:

Robert F. McKnight, Mayor