

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

October 9, 2019

Vice-Mayor Michael Kline called the Town Meeting to order at 7:00 P.M. Present were Commissioners Cynthia Billig, Hilary Crothers-Moore, 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. Absent from the meeting, Mayor Robert F. McKnight.

County Council Vice President, Jackie Gregory also attended the meeting.

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

-OATH OF OFFICE-

Vice-Mayor Kline administered the Oath of Office to Peggianne Hardin, Board of Appeals Member. Her term expires, October 8, 2020.

-APPROVAL OF MINUTES-

A motion to approve the minutes of the September 25, 2019 meeting was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all.

-PUBLIC HEARING-

None.

-GUESTS-

None.

-APPOINTMENTS-

None.

-PUBLIC COMMENT-

None.

-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

None.

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

None.

-REPORTS-

Vice-Mayor Kline

Vice-Mayor Kline reported he attended his graduation ceremony at the University of Maryland, College Park for the Academy of Excellence in Local Government.

Commissioner Billig

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

Commissioner Crothers-Moore

None.

Commissioner Mitchell

None.

Director of Finance and Administration, Ken Natale

Mr. Natale reported the auditors would be attending the Town Board meeting on Wednesday, November 13, 2019 to present the 2018-2019 Comprehensive Annual Results.

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

Mr. Natale reported there was an insert with the water utility bill for quarter ending September 30, 2019 informing customers of the automatic payment option of their utility bill. Mr. Natale advised the Board, so far there have been forty water customers that have signed up for this service.

Mr. Natale entered into the record the Budget to Actual Statements for the General Fund and Enterprise Fund through July 30, 2019 and August 31, 2019.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported she attended the following meetings since the September 25, 2019 Town Meeting:

- Department Head meeting
- Entech Engineer, Steve Riley, regarding various water projects
- Tourism Coordinator, Sandy Turner regarding the Jackson House renovations

Mrs. Cook-MacKenzie reported she had a meeting, Friday October 4, 2019 with Entech Engineer, Steve Riley, Water Superintendent, Ron Carter and Maryland Department of Transportation (MDOT) regarding the Chesapeake House I-95 Water Storage Tank and the Memorandum of Understanding (MOU) for the tank mixer project. MDOT stated, they are considering in the future relieving themselves from the water business, however in the meantime they are willing to work with the Town of North East regarding the installation and the possibility of contributing towards the cost of the tank mixer project.

Mrs. Cook-MacKenzie reminded the Board there will be a public hearing at the next Town Board meeting on Wednesday, October 23, 2019 to hear the proposed amendments regarding the Ridgely Forest Master Plan Community.

Mrs. Cook-MacKenzie reported she had a meeting with Entech Engineer, Steve Riley and Water Superintendent, Ronald Carter regarding the water main replacement/repair on Razor Strap Road.

Mrs. Cook-MacKenzie reported she has a meeting with Entech Engineer, Steve Riley regarding the Jackson House interior and exterior renovations.

Mrs. Cook-MacKenzie reported the draft twenty year Water System Master Plan is complete. She will send the Board a link to the draft report. In addition, a hard copy can be reviewed at the North East Town Hall. Entech Engineer, Steve Riley will be attending the town's board meeting on Wednesday, November 13, 2019 to review the document with the Board and answer and questions they may have.

County Council Vice President, Jackie Gregory reported there would be a meeting on Friday, October 11, 2019 at the County Administration Building with the Maryland Department of Transportation (MDOT), if the Board has any concerns that they would like her to address with MDOT she invited the Board to let her know.

-UNFINISHED BUSINESS-

None.

-NEW BUSINESS-

SYE, LLC formally, "Gilpin Falls", North East Road - Water Service Agreement Extension

Mrs. Cook-MacKenzie presented a Water Service Agreement Extension request from SYE, LLC formally "Gilpin Falls" North East.

A motion to approve extending the SYE, LLC Water Service Agreement to October 23, 2023 was made by Commissioner Mitchell, seconded by Commissioner Billig and approved by all.

-MISCELLANEOUS-

Commissioner Kline and Commissioner Mitchell advised the Board, they would not be attending the next Town Board meeting, on Wednesday October 23, 2019.

Ms. Cook-MacKenzie advised the Board, the second meeting in December would fall on Wednesday, December 25, 2019, Christmas Day; therefore, the meeting will need to be rescheduled.

Mrs. Cook-MacKenzie advised the Board, Cecil County would be observing Trick or Treating on Thursday, October 31, 2019; therefore, the Town will observe October 31st.

Mrs. Cook-MacKenzie advised the Board, the Santa House that is currently on the green would not be able to be relocated. It has been determined the building should be replaced.

Town Clerk, Stephanie Racine-Dean reminded the Board, the Maryland Municipal League Dinner will be held at Woody's on Thursday, October 17, 2019.

-APPROPRIATIONS-

None.

-BUSINESS FROM THE FLOOR-

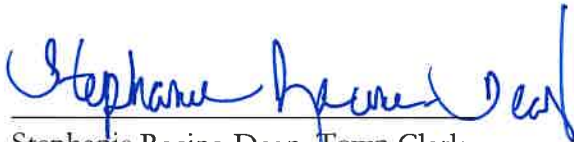
None.


-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all. The meeting adjourned at 7:18 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Michael Kline, Vice-Mayor