

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

**November 27, 2019**

The Town Meeting was called to order by Mayor Robert F. McKnight at 7:00 P.M. Present were Commissioners Hilary Crothers-Moore, Michael Kline and Ray Mitchell. Also present were Maintenance Supervisor Phillip Meekins, Town Administrator Melissa B. Cook-MacKenzie and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Commissioner Billig, Chief of Police Darrell Hamilton, Water Superintendent Ron Carter and Director of Finance Ken Natale.

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 November 13, 2019 meeting was made by Commissioner Mitchell, seconded by Commissioner Kline and approved by all.

**-PUBLIC HEARING-**

None.

**-GUESTS-**

Thomas Lofland, Chair North East Economic Development Commission

Mr. Tom Lofland, Chair North East Economic Development Commission (EDC), indicated the EDC would like to hear from the residents, service providers, business owners and other interested parties on the housing, community and economic development needs and resources of the Town in order to further define what they should do as a Commission. They are proposing a Community Needs Assessment will provide that feedback and assist with creating future strategic goals for the community. The EDC would like the Boards approval to move forward with the survey.

After discussion, the Board concurred for the Economic Development Commission to move forward with the Community Needs Assessment.

Friends Foundation of the Cecil County Public Library re: Donor Wall Opportunities

Ms. Morgan Miller, the Director of the Cecil County Public Library and Mr. Michael Pugh, the Campaign Chair gave a presentation regarding the Friends Foundation of the Cecil County Public Library. Also in attendance was Andrea Pugh, President of the Friends Foundation (Foundation). The Foundation is asking for support to help purchase the equipment, furniture and technology to enhance the educational needs of families and children of all ages and the future of our community. Mr. Pugh advised the Board the fundraising opportunities are in a form of recognition by donor levels with the opportunity to pay over a three year period.

Mrs. Cook-MacKenzie advised the Board she would speak with the Director of Finance and Administration, Kendrick Natale prior the Board committing to a donor level amount.

**-APPOINTMENTS-**

None.

**-PUBLIC COMMENT-**

None.

**-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-**

None.

**-ADOPTION OF RESOLUTION AND ORDINANCES-**

Ordinance No. 2019-11-01, Gifted Property owned by NE, LLC. Parcels 898, 1079 and 1140 found on Tax Map 31; totaling 59.666 +/-acres

A motion to approve Ordinance No. 2019-11-01, Gifted Property owned by NE, LLC Parcels 898, 1079 and 1140 found on Tax Map 31; totaling 59.666 +/-acres, was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

**-REPORTS-**

Mayor McKnight

Mayor McKnight reported he attended the 4<sup>th</sup> Annual Cecil County First Responders Appreciation Dinner on Thursday, November 14, 2019 at the Rising Sun Banquet Hall Rising Sun.

Mayor McKnight reported he and the Town Administrator attended a meeting with Artesian Water regarding the water connection, east of Route 40.

Commissioner Crothers-Moore

None.

Commissioner Kline

None.

Commissioner Mitchell

Commissioner Mitchell reported he attended the 4<sup>th</sup> Annual Cecil County First Responders Appreciation Dinner on Thursday, November 14, 2019 at the Rising Sun Banquet Hall, Rising Sun.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie entered into the record on behalf of the Water Plant Superintendent, Ron Carter the October 2019 report for both the Rolling Mill and the Leslie Plants.

Mrs. Cook-MacKenzie reported she attended a meeting with Artesian Water regarding the water connection, east of Route 40.

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

- Board of Appeals meeting
- Mayor McKnight regarding several projects
- Tourism Coordinator, Sandy Turner and John Ford regarding June 2020 Fishing Tournament
- Election Board Meeting
- Department Head Meeting
- Entech Engineer, Steve Riley and Water Superintendent, Ron Carter regarding various water projects
- North East Gateway, regarding the location of the Monument Sign
- Entech Engineer, Steve Riley regarding finalizing the Jackson House renovation plans
- Economic Development Commission meeting
- Sub Committee meeting with the North East Chamber President and Treasurer regarding bylaws and the nomination committee.

Mrs. Cook-MacKenzie reported the North East Gateway traffic signal has been activated.

Mrs. Cook-MacKenzie reported she and the Director of Planning had a meeting with property owner Mr. Charles Narvell, regarding a request of water service at the corner of Route 40 and Mechanics Valley Road.

Mrs. Cook-MacKenzie reported the Town Hall LED light project is near completion. The electrician was finishing the punch list items today.

Mrs. Cook-MacKenzie reported the water main replacement project on Razor Strap Road within Stony Run is scheduled to start Monday, December 2, 2019.

Mrs. Cook-MacKenzie reminded the Board the Town of North East Annual Luncheon will be held on Wednesday, December 18, 2019 at 12:00 PM.

Mrs. Cook-MacKenzie reminded the Board the Cecil-Harford Chapter of the Maryland Municipal League Dinner will be held on Thursday, December 19, 2019 at the Vandiver Inn, 301 S. Union Avenue, Havre de Grace. RSVP to Stephanie Dean on or before December 6, 2019.

Mrs. Cook-MacKenzie requested the Board to have all comments and or questions regarding the 20 Year Plan to her by December 11, 2019 in order for Entech Engineers to finalize prior to the first board meeting in January.

**-UNFINISHED BUSINESS-**

State Highway Bridge Project Update

Mayor McKnight requested information regarding the State Highway Bridge Project over AMTRAK. Town Administrator, Melissa Cook-MacKenzie advised the Board, the contractors are working underneath during the daytime preparing to set the steel girders.

Friends of the Cecil County Public Library Donor Wall

Mayor McKnight asked the Board if they had any thoughts regarding the donation request to the Friends of the Cecil County Public Library. The Board unanimously felt they should show their support and commit to a donation. After further discussion the Board would like the Town Administrator to discuss with the Director of Finance donation levels of \$60,000 - \$75,000.

**-NEW BUSINESS-**

Christmas Residential Decorating Contest

The Town Clerk, Stephanie Racine-Dean reminded the Board the Christmas Residential Decorating Contest will be held on Thursday, December 19, 2019 at 5:30 PM.

Annual Christmas Tree Lighting Ceremony

Mayor McKnight reminded the Board the Annual Christmas Tree lighting will be on Friday, November 29, 2019 at 5:30 PM. Mayor McKnight thanked Mr. Robert Crouch and the town maintenance department for decorating the beautiful tree.

**-MISCELLANEOUS-**

Mrs. Cook-MacKenzie reported the town staff is in complete parade mode for the upcoming Cecil County Christmas Parade, which will be held on Saturday, December 7, 2019 at 12:00 PM.

**-APPROPRIATIONS-**

Requisition R0-00648 to Lecco Pipeline Construction Service, for replacement of the water line on Razor Strap Road within Stony Run, in the amount of \$292,157.00 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 Crothers-Moore and approved by all. The meeting adjourned at 7:43 p.m.

Respectfully submitted,

ATTEST:

  
Stephanie Racine-Dean, Town Clerk

  
Robert F. McKnight, Mayor