

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

August 26, 2020

In order to comply with Governor Larry Hogan's declaration of a State of Emergency as part of Maryland's response to the COVID-19 pandemic, and in order to comply with public gathering restrictions during this time the Mayor and Commissioners of the Town of North East conducted a virtual meeting on this date.

The Town Meeting was called to order by Mayor Robert McKnight at 7:00 P.M. Participating via computer and/or telephone were Commissioners Hilary Crothers-Moore, Michael Kline and Raymond Mitchell. Also participating were Director of Finance and Administration Ken Natale, Town Administrator Melissa B. Cook-MacKenzie, Police Chief Jim Just, Maintenance Supervisor Philip Meekins and Director of Planning and Zoning Betsy Vennell. Absent from the meeting were Commissioner Cynthia Billig and Town Clerk Stephanie Racine-Dean.

A moment of silence was observed.

-OATH OF OFFICE-

None.

-APPROVAL OF MINUTES-

A motion to approve the minutes of the August 12, 2020 meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

-PUBLIC COMMENT-

None.

-GUESTS-

None.

-APPOINTMENTS-

None.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

None.

-REPORTS-

Mayor McKnight

Mayor McKnight reported that he was present in downtown North East on August 25, 2020 to meet with police and fire police. Mayor McKnight reported that he met with Dannielle Hornberger, County Executive Elect. Mayor McKnight reported that Ms. Hornberger is amenable to work with the towns and he believes it will be a positive relationship. Mayor McKnight reported he has had conversation with Artesian about potential water for companies on Route 40, per the Artesian Water Agreement with the Town.

Commissioner Kline

Commissioner Kline reported he attended two webinars hosted by Local Government Insurance Trust (LGIT) on Handling Negativity on Social Media and Crisis Management.

Ron Carter:

Ron Carter read his July monthly water report into the record.

Ken Natale:

Mr. Natale reported that he submitted the July reimbursement to the county for the CARES Act in the amount of \$9,815.90. Total CARES Act reimbursements filed are \$28,691.32 of which \$18,885.42 has been paid to the Town by Cecil County.

Town Administrator

Ms. Cook-MacKenzie reported that she attended multiple meetings concerning the Jackson house project, and has attended several zoom meetings as well as meetings at the office with the Mayor and Betsy Vennell, and will be meeting with the Fire Company soon. Ms. Cook-MacKenzie reported that the State Highway Administration bridge work is on schedule. Ms. Cook-MacKenzie reported that she has attended Town Administrator's meetings and reported that the Administrators are

sending a letter to Maryland Department of the Environment requesting relief from the MS-4 permit requirements, as a result of COVID.

Mayor McKnight thanked town staff for stepping up to the challenges during COVID-19.

-UNFINISHED BUSINESS-

None.

NEW BUSINESS:

Town Administrator

1. Public Works Agreement Extension Request-WORF LLC, Ridgely Forest Master Planned Community Section 1. Commissioner Mitchell made a motion to approve the request for an extension through December 31, 2021. Commissioner Kline seconded the motion and the motion was approved by all.
2. Public Works Agreement Extension Request-Nisheeth Patel – HUM II LLC, 394 Baron Road, North East, Maryland. Commissioner Kline made a motion to approve the request for an extension through December 31, 2021. Commissioner Mitchell seconded the motion and the motion was approved by all.
3. Water Allocation Request from First Maryland Holding Company, IV, LLC for The Chesapeake Club Fairway Links, lots 204-206, 208-237, 289-310, totaling 51 ERU. A motion to approve the water allocation was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all.
4. Water Allocation Request from First Maryland Holding Company, IV, LLC for The Chesapeake Club Fairway Links, lots 239-249, totaling 12 ERU. A motion to approve the water allocation was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.
5. The Town Board was given a draft of the job description for the Grant Writer/Project Manager. Ms. Cook-MacKenzie requested that the Town Board review the job description before the next board meeting in September.

6. Chief Jim Just has hired officer Matthew James Kelty, who will be starting with a Grade Two, Level One Salary on September 14, 2020. Mayor McKnight will swear in the candidate.

-MISCELLANEOUS-

Chief Jim Just reported that Karen Bolenger Adair is the new principal for the North East Elementary School, and a Beep and Green will be hosted on August 27, 2020, between 4 pm and 6 pm at the North East Elementary School. This will give students and parents the opportunity to meet the principal. School supplies will be given to the children at that time. The North East Police Department will direct traffic for the event. Mayor McKnight offered the Town Board to assist at the Beep and Greet. Chief Just will reach out to the Principal and offer the Mayor and Commissioner's assistance at this event, if needed.

-APPROPRIATIONS-

None.

-BUSINESS FROM THE FLOOR-

Marsha Swezey 207 Howard Street, North East, Maryland. Ms. Swezey desired to make the Board aware of an erosion concern from the creek; two storm drain outfalls which collapsed. Ms. Cook-Mackenzie indicated she would follow up with Ms. Swezey and requested that she send an email with her contact information to the office.

Mr. Kelly Benson, owner of Port House Grill, indicated he was glad to hear about the Town's grant writer and project manager position.

-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 7:27 p.m.

Respectfully submitted,

ATTEST:



Betsy Vennell, Director of Planning



Robert F. McKnight, Mayor