

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

January 27, 2021

In order to comply with Governor Larry Hogan's declaration of a State of Emergency as part of Maryland's response to COVID-19, 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 McKnight at 7:00 P.M. Participating via computer and/or telephone were Commissioners Hilary Crothers-Moore, Michael Kline and Raymond Mitchell. Also present were Police Chief Jim Just, 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, Commissioner Billig and Assistant Town Administrator, Robb Carey.

A moment of silence was observed.

-OATH OF OFFICE-

None

-APPROVAL OF MINUTES-

A motion to approve the minutes of the January 13, 2021 meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Kline and approved by all.

-PUBLIC HEARING-

None

-GUESTS-

None

-APPOINTMENTS-

A motion to re-appoint the following individuals to the Planning Commission to a one year term expiring, December 31, 2021 was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

- Mark Dobbins, 151 North East Isles Drive
- Michael Nair, 14 August Loop

A motion to re-appoint the following individuals to the Board of Appeals to a one year term expiring, December 31, 2021 was made by Commissioner Crothers-Moore, seconded by Commissioner Kline and approved by all.

- Peg Hardin, 20 Mallory Way
- Maurice Tenney Jr., 114 Howard Street

-PUBLIC COMMENT-

None

-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

None

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

None

-REPORTS-

Mayor McKnight

Mayor McKnight reported he attended a virtual meeting on Friday, January 22, 2021 with the County Executive, Danielle Hornberger and staff regarding the COVID-19 Vaccine.

Commissioner Crothers-Moore

None

Commissioner Kline

None

Commissioner Mitchell

Commissioner Mitchell entered into the record the November and December 2020 Planning and Zoning Monthly Report.

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 entered into the record the December 1, 2020 through December 31, 2020 Financial Statements.

Mr. Natale reported he held the Fiscal Year 2021 Budget Kick-Off meeting with the Department Heads on Wednesday, January 27, 2021.

Mr. Natale reported Monday, February 1, 2021 will be the last day to pay the December 2020 quarterly water bills, with second notices being sent out on Tuesday, February 2, 2021.

Water Superintendent, Ron Carter

Mr. Carter gave the December 2020 report for both the Rolling Mill and Leslie Water Treatment Plants.

Mayor McKnight asked the Water Plant Superintendent if there was any concerns at this time. Mr. Carter advised there is still a problem with one of the wire filters, at the Rolling Mill Water Treatment Plant. The grading is continuing to deteriorated, due to the decay holding the beads and the clarifier in place. Mr. Carter stated he has received information on two products that would be sufficient. The wire filter, made with aluminum which is currently being used at the Rolling Mill Treatment Plant will cost \$30,000.00 for both plants. The second quote that was received, was recommended by the town's engineer, Steve Riley, at a cost of \$19,000.00 per filter with a 304 stainless steel grading and wiring. Mr. Carter stated that he believed that the stainless steel filters were a much better choice than the aluminum filters.

Mayor McKnight asked the timeline for the product to be received and requested for both Water Treatment Plants to be repaired and back on line by Spring 2021.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported she attended the following Virtual Meetings since the January 13, 2021 Town Meeting:

Mrs. Cook-MacKenzie reported on behalf of the Assistant Town Administrators, the North East Chamber of Commerce, "Winter Lights Cecil Nights" campaign that is being held January 1, 2021 thru February 28, 2021, is doing very well for the local restaurants and businesses.

Mrs. Cook-MacKenzie reported she and the Assistant Town Administrator, Robb Carey, they have met with all the Department Heads and they will be following up with additional information in the future.

Mrs. Cook-MacKenzie reported she had a coordination meeting with Cecil County on Thursday, January 21, 2021 regarding the Municipal Separate Storm Sewer System (MS4).

Mrs. Cook-MacKenzie reported she attended a virtual meeting on Friday, January 22, 2021 with the County Executive, Danielle Hornberger and staff regarding the COVID-19 Vaccine.

Mrs. Cook-MacKenzie reported she attended the 2021 Fiscal Year Budget Kick-Off meeting with the Department Heads on Wednesday, January 27, 2021. Afterwards, she met with Director of Planning and the Water Superintendent, regarding a meeting that will be held on Friday, January 29, 2021 with C N A and several inspection concerns.

Mrs. Cook-MacKenzie reported the Jackson House Exterior and Interior Renovation Project is almost completed with the exception of the Carrier Heating and Air Conditioning split system. Mrs. Cook-MacKenzie stated she is trying to locate a representative to resolve this issue.

Mrs. Cook-MacKenzie reported she has sent a letter to the President of the North East Fire Company Inc., Koty Wright and Fire Chief, John Hamilton regarding emergency access to any property with-in the town limits. In the letter Mrs. Cook-MacKenzie advised if the fire company comes in contact with a gate or fence with a locking mechanism, please cut off on arrival, do not wait for the owner of property or representative.

-UNFINISHED BUSINESS-

"Your Speed Signs" Mauldin Avenue

Commissioner Kline gave an update regarding the information he received from Police Chief Just about the digital traffic speed sign which was located on Mauldin Avenue in 2019. In the packet, the information that was recorded before the flashing speed sign was installed not the data afterwards. Commissioner Kline also found in the packet, a business card of the contractor, who performed the survey, Mr. Paul Doers who was contacted did send all the recorded information to Commissioner Kline for his review.

-NEW BUSINESS-

A motion to appoint the following individuals to the roll of Chairperson and Vice-Chairperson was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

- Chairperson, Planning Commission, Mark Dobbins, 151 North East Isles Drive
- Vice-Chairperson, Planning Commission, Michael Nair, 14 August Loop
- Chairperson, Board of Appeals, Peg Hardin, 20 Mallory Way
- Vice-Chairperson, Board of Appeals, Maurice Tenney Jr., 114 Howard Street

Water Allocation Request, Montgomery Bros. Bedrock Two LC, Bedrock Phase 3, 31 Single Family Homes/Out of the Corporate Limit Subdivision, Tax Map 25, Parcel 56, 31 Equivalent Residential Units

Mrs. Cook-MacKenzie presented a Water Allocation Request for Montgomery Bros. Bedrock Two LC, Phase 3, for thirty one equivalent residential units (ERU's).

A motion to approve the Water Allocation request for 31 Single Family Homes in the Bedrock Phase 3 Subdivision with recommendation by the Town Administrator and the Planning and Zoning Office was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

-MISCELLANEOUS-

Police Chief Jim Just presented to the Board, information regarding the awareness of Human Trafficking in Cecil County from Ms. Amy Greiser, Retired, Baltimore Police Officer. This week, the committee is asking the local towns and businesses to pour a small amount of red sand, which will be provided by the committee and apply into the cracks of their sidewalks. This will remind the public to be aware of the growing problem in Cecil County and globally.

A motion to approve the Red Sand Project throughout the town was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

-APPROPRIATIONS-

Fiscal Year 2021 Budget Amendment 2021-004

A motion to approve the Fiscal Year 2021 Budget Amendment 2021-004 for the General and Capital Projects Fund was made by Commissioner Kline, seconded by Commissioner Mitchell and approved by all.

Mr. Natale advised the Board, the town received reimbursement from the CARES Act in the amount of 98,000.00.

-BUSINESS FROM THE FLOOR-


None

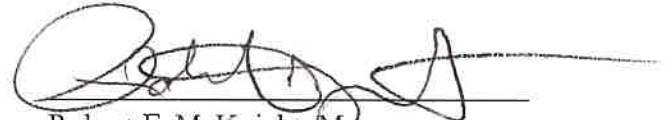
-ADJOURNMENT-

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 7:28p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Robert F. McKnight, Mayor