

MAYOR AND COMMISSIONERS

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

February 10, 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, Assistant Town Administrator Robb Carey, Town Administrator Melissa B. Cook-MacKenzie, and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Commissioner Billig.

A moment of silence was observed.

-OATH OF OFFICE-

None

-APPROVAL OF MINUTES-

A motion to approve the minutes of the January 27, 2021 meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

-PUBLIC HEARING-

None

-GUESTS-

None

-APPOINTMENTS-

None

Town Board Approved Minutes February 24, 2021

-PUBLIC COMMENT-

None

-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

None

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

None

-REPORTS-

Mayor McKnight

Mayor McKnight reported he had the honor of opening the virtual County Council meeting with open prayer on Tuesday, February 2, 2021.

Commissioner Crothers-Moore

None

Commissioner Kline

Commissioner Kline reported he attended a virtual meeting on Friday, February 5, 2021 with the County staff regarding the COVID-19 pandemic vaccine and the ad campaign rollout, "Go VAX, Let's end COVID Maryland" in hopes this will encourage Marylanders to go out and get vaccinated.

Commissioner Kline reported he attended the virtual Cecil County Chamber of Commerce Cecil 2021 version of, "Night in Annapolis", on Wednesday, February 10, 2021.

Commissioner Mitchell

None

Director of Finance and Administration, Ken Natale

Mr. Natale entered into the record the December 2020 Financial Statements.

Mr. Natale reported the second notices for the December 2020 water bills were mailed on Friday, February 5, 2021, with a total of 844.

Assistant Town Administrator

None

Town Administrator, Melissa B. Cook-MacKenzie

None

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Mrs. Cook-MacKenzie advised the Board, the Jackson House Exterior and Interior Renovation Project is complete and she would be pleased to take the Board for a tour prior to the occupancy by the Cecil Tourism which will take place by the end of next week.

Mrs. Cook-MacKenzie advised the Board, she has additional information regarding, the "Your Speed Signs" Mauldin Avenue, and will forward this information by mail to Chief Just and Commissioner Kline.

Mrs. Cook-MacKenzie reported she along with the Board of Supervisors of Elections, referred a copy of the Official Ballot results of the February 8, 2021 town election to the Town Clerk, in accordance with Section 613, Vote Count of the Municipal Charter of the Town of North East.

-UNFINISHED BUSINESS-

North East Gateway Crossdock Facility re: Town's Lot

Major McKnight asked the Town Administrator if she had any updates regarding the purchase of the town's lot at the North East Gateway Crossdock Facility. Mrs. Cook-MacKenzie advised the Board, she spoke with the town's attorney on Tuesday, February 9, 2021 and she will have a response in the next few days. Mrs. Cook-McKenzie also advised she spoke with property owner, Rhine Properties LLC and expressed how very excited they are regarding the opportunity to move forward with the sale.

-NEW BUSINESS-

Water Bills, December 2020 Quarter

Mayor McKnight advised the Board, the past several days, the town staff has been receiving more than usual calls regarding the second notices that were mailed to the town's water customers on Friday, February 5, 2021 and the non-receipt of their online bank payments.

Mr. Kelly Benson, 10 North Main Street, North East advised the Board he is one of the many who made their online bank payment, which was not received by the town. Mr. Benson stated he would make an alternative payment and if the online pay from his bank is received, please apply as a future credit on his water utility bill.

Mr. Gary Hitch, 21 Bluespruce Way, Elkton advised the Board he would issue an alternative payment but would appreciate the return of his online bank payment that has not yet been received by the Town from his bank. Mr. Hitch stated, if he issues a "stop payment" on the online bank payment, the bank will charge him a fee.

Mr. Natale advised the Board the town staff could not promise they would catch the online bank payments during the process of entering payments to the customer's water utility accounts, but would try to accommodate with this request.

Assistant Town Administrator, Robb Carney advised the Board that he and the Town Administrator discussed other resources in the town's infrastructure, such as:

- \$16.00 fees being waived for the convenience of the customer making payments on the town's website.
- Bill Pay (through the customers checking account if they are registered with the town)
- Educating the customer, through the town's website and a second mailing explaining the options for the customers to pay.

A motion to approve the check date to determine when the payment is processed for the December 2020 quarter. If the check is dated February 2, 2021 or prior the town will waive the \$16.00 fee and it is the responsibly of the customer to ensure their payment arrives prior to the shut off date was made by Commissioner Kline, second by Commissioner Mitchell and approved by all.

The Rotary Club of North East

Mrs. Cook-MacKenzie advised she has been speaking with the Rotary Club of North East regarding their annual projects at the North East Community Park.

- physical fitness stations
- extending the playground area and adding a piece of equipment

After discussion, it was agreed by the Board for the Town Administrator to proceed with the Rotary Club of North East regarding their ideas for their annual projects.

-MISCELLANEOUS-

Commissioner Kline wanted to advise the Board, there are still vacancies on the town's boards, and this would be good time to advertise on the town's website the town needs members to fill these vacancies.

Commissioner Mitchell advised there was a Planning Commission meeting on Tuesday, February 2, 2021 and they discussed the cones on Route 272 during the construction of the North East Gateway Crossdock Facility. Commissioner Mitchell stated he rode past there on the morning of Wednesday, February 3, 2021 and the cones have been placed out of the roadway on the side of the sidewalk.

-APPROPRIATIONS-

None

-BUSINESS FROM THE FLOOR-

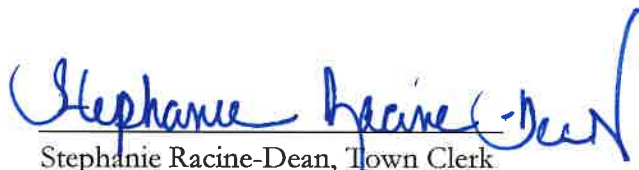
None

-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 7:35 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Robert F. McKnight, Mayor