

MAYOR AND COMMISSIONERS

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

July 14, 2021

In order to comply with Governor Larry Hogan's reduced restrictions as part of the State of Maryland's response to COVID-19, and in order to comply with public gatherings during this time, the Mayor and Commissioners of the Town of North East have decided to conduct this meeting in person and virtual for those who wish to attend.

The Town Meeting was called to order by Mayor Kline at 7:00 P.M. Present were Commissioners Kelly Benson, Catherine Bernard-Dutton and Hilary Crothers-Moore. Also present were Police Chief Jim Just, Town Administrator Melissa B. Cook-MacKenzie, Assistant Town Administrator Robb Carey and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Commissioner Raymond Mitchell.

A moment of silence was observed.

-OATH OF OFFICE-

None

-APPROVAL OF MINUTES-

A motion to approve the minutes of the June 23, 2021 meeting, as presented, was made by Commissioner Crothers-Moore, seconded by Commissioner Benson and approved by all. Commissioner Bernard-Dutton abstained because she was absent from the meeting.

-PUBLIC HEARING-

None

-GUESTS-

None

-APPOINTMENTS-

None

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-PUBLIC COMMENT-

None

-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

None

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

None

-REPORTS-

Mayor Kline

Mayor Kline reported he attended the Chesapeake Wooden Boat Builders School on Saturday, June 26, 2021 at the North East Community Park.

Mayor Kline reported he attended the Cecil County Salute to Cecil County Veterans on Saturday, July 3, 2021.

Mayor Kline reported he attended a meeting regarding the New Wildlife area, previously known as Heron Cove on Thursday, July 9, 2021, along with the Town Administrator, Melissa Cook-MacKenzie, Assistant Town Administrator, Robb Carey, Director of Planning, Betsy Vennell and Commissioner Benson.

Mayor Kline reported he attended Coffee Day on Wednesday, July 13, 2021 at the North East Town Hall.

Commissioner Bernard-Dutton

None

Commissioner Crothers-Moore

None

Commissioner Benson

Commissioner Benson reported he attended a meeting regarding the New Wildlife area, previously known as Heron Cove on Thursday, July 9, 2021, along with the Mayor Kline, Town Administrator, Melissa Cook-MacKenzie, Assistant Town Administrator, Robb Carey and the Director of Planning, Betsy Vennell.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported she attended the following meetings since the June 23, 2021 Town Meeting:

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Mrs. Cook-MacKenzie reported she attended a meeting with Mr. & Mrs. Russell, who are the owners of the second phase of Riverwoods at North East, 1000 Riverwoods Road, North East.

Mrs. Cook-MacKenzie reported she and the Water Superintendent, Ron Carter and Entech Engineer, Steve Riley regarding several water projects.

Mrs. Cook-MacKenzie reported she attended the Cecil County Salute to Cecil County Veterans on Saturday, July 3, 2021.

Mrs. Cook-MacKenzie reported she attended several staff town staff meetings along with Department Head weekly meeting.

Mrs. Cook-MacKenzie reported she attended a meeting regarding the New Wildlife area, previously known as Heron Cove on Thursday, July 9, 2021, along with the Mayor Kline, Commissioner Benson, Assistant Town Administrator, Robb Carey and the Director of Planning, Betsy Vennell.

Mrs. Cook-MacKenzie reported she attended a meeting with Mr. & Mrs. Snyder in regards to their property off Bailiff Road and the request to obtain an easement for a possible water line.

Mrs. Cook-MacKenzie entered into the record, a final report from Mr. Jeff Isaacs, Event Organizer regarding the North East Community Fire Company Family Carnival that was held on June 29 thru July 3, 2021.

Assistant Town Administrator

Mr. Carey reported he attended the following meetings since the June 23, 2021 Town Meeting:

Mr. Carey reported he attended the Maryland Municipal League 2021 Summer Conference which was held the week of June 27, 2021 in Ocean City, Maryland along with Mayor Kline. Mr. Carey advised he obtained an enormous amount of information not only for himself but also for the future of the town.

Mr. Carey reported he attended the Cecil County Salute to Cecil County Veterans on Saturday, July 3, 2021. Mr. Carey's roll this year was the Director of Parks and the parking area. Mr. Carey advised the Board, the Maintenance Department handled all tasks that they were assigned very well along with a commended job by the North East Police Department which provided security detail.

Mr. Carey reported he attended Coffee Day on Wednesday, July 13, 2021 at the North East Town Hall.

-UNFINISHED BUSINESS-

None

-NEW BUSINESS-

Water Allocation Request, Mr. Richard Hepbron & Mrs. Allison Hepbron, 24 Old Bayview Road, North East, Tax Map 25, Parcel 0598, One Equivalent Residential Unit

Mrs. Cook-MacKenzie presented a Water Allocation Request for Mr. Richard Hepbron & Mrs. Allison Hepbron, 24 Old Bayview Road, North East, for one residential unit.

A motion to approve the Water Allocation request for One Equivalent Residential Unit or 250 gallons of water per day with the recommendation by the Town Administrator and the Planning and Zoning Office was made by Commissioner Benson, seconded by Commissioner Bernard-Dutton and approved by all.

Water Allocation Request, Cecil College, 1 Seahawk Drive, North East, Tax Map 19 Parcel 75, 77, 608 & 500, One Equivalent Residential Unit

Mrs. Cook-MacKenzie presented a Water Allocation Request for Cecil College, 1 Seahawk Drive, North East, for one residential unit.

A motion to approve the Water Allocation request for One Equivalent Residential Unit or 250 gallons of water per day with the recommendation by the Town Administrator and the Planning and Zoning Office was made by Commissioner Benson, seconded by Commissioner Crothers-Moore and approved by all.

Public Works Agreement Extension, DRI/TCC North East Commons, LLC, Gateway Drive, North East, Tax Map 25, Parcel 272, 453 & 572

Mrs. Cook-MacKenzie presented a Public Works Agreement Extension Request for DRI/TCC North East Commons, LLC, Gateway Drive, North East, Tax Map 25, Parcel 272, 453 & 572, for Public Roads, Lighting, Sidewalks and Water Mains. .

A motion to approve the Public Works Agreement Extension until December 31, 2021 with recommendation of the Town Administrator and Planning and Zoning Office was made by Commissioner Crothers-Moore seconded by Commissioner Bernard-Dutton and approved by all.

Special Events Application, 2021 Unicorn Quest

Mrs. Cook-MacKenzie presented to the Board an Event and Festival Application for the 2021 Unicorn Quest, which will be held on the, “Green”, Saturday, August 14, 2021.

A motion to approve the Event and Festival Application for the 2021 Unicorn Quest was made by Commissioner Benson, seconded by Commissioner Crothers-Moore and approved by all.

-MISCELLANEOUS-

Mayor Kline asked the Board along with town staff to please R.S.V.P to the Town Clerk regarding the Maryland Municipal League, Cecil-Harford Chapter meeting that is scheduled for Thursday, July 15, 2021 in Elkton.

After discussion, it was determined, Mayor Kline, Commissioner Benson and the Assistant Town Administrator, Robb Carey will be attending the event..

-APPROPRIATIONS-

None

-BUSINESS FROM THE FLOOR-

None

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Benson, seconded by Commissioner Bernard-Dutton and approved by all. The meeting adjourned at 7:17: p.m.

Respectfully submitted,

ATTEST:

Stephanie Racine-Dean, Town Clerk

Michael Kline, Mayor