

**MAYOR AND COMMISSIONERS**

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

**July 28, 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, Hilary Crothers-Moore and Raymond Mitchell. Also present were Police Chief Jim Just, Assistant Town Administrator Robb Carey, Director of Planning and Zoning, Betsy Vennell, Water Superintendent, Ron Carter and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Town Administrator Melissa B. Cook-MacKenzie.

A moment of silence was observed.

**-OATH OF OFFICE-**

None

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of the July 14, 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

**-PUBLIC COMMENT-**

None

**-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-**

None

**-ADOPTION OF RESOLUTIONS AND ORDINANCES-**

None

**-REPORTS-**

Mayor Kline

Mayor Kline reported he attended the Cecil-Harford Chapter of the Maryland Municipal League quarterly meeting along with Commissioner Benson and the Assistant Town Administrator, Robb Carey on Thursday, July 15, 2021 at the Elk River Brewing Company, 112 East Main Street Elkton.

Mayor Kline reported he had the honor to swear in, Patrol Officer Jeffrey Fabbri on Tuesday, July 20, 2021.

Mayor Kline reported he met with the Town Administrator, Melissa B. Cook-MacKenzie in regards to several updates regarding the town.

Mayor Kline reported he attended the employee luncheon on Wednesday, July 21, 2021 at the North East Town Hall.

Mayor Kline reported he attended the ENERWA meeting on Monday, July 26, 2021 at the North East Town Hall.

Commissioner Crothers-Moore

None

Commissioner Mitchell

None

Commissioner Benson

Commissioner Benson reported he attended the Cecil-Harford Chapter of the Maryland Municipal League quarterly meeting along with Mayor Kline and the Assistant Town Administrator, Robb Carey on Thursday, July 15, 2021 at the Elk River Brewing Company, 112 East Main Street Elkton.

Assistant Town Administrator

Mr. Carey reported he attended the following meetings since the July 14, 2021 Town Meeting:

Mr. Carey reported he attended the Cecil-Harford Chapter of the Maryland Municipal League quarterly meeting along with Mayor Kline and Commissioner Benson on Thursday, July 15, 2021 at the Elk River Brewing Company, 112 East Main Street Elkton.

Mr. Carey advised the Board, town hall is on schedule to reopen to the public on Monday, August 2, 2021 and the website has been updated to reflect this information.

Mr. Carey reported to the Board he conducted new employee orientation for the town's newest Patrol Officer, Jeffrey Fabbri, who is now currently training with his fellow employees from the North East Police Department.

Mr. Carey reported he had a teleconference with the town's auditors, CliftonLarsonAllen, LLP, 1966 Greenspring Drive, Suite 300 Timonium, Maryland on Monday, July 19, 2021, regarding the town's transition during the process of filling the Director of Finance position.

Mr. Carey wanted to Congratulate, Detective Sargent Stephan Yates, who was promoted to Lieutenant on Thursday, July 1, 2021. Chief Just along with Mayor Kline conducted the pinning ceremony at tonight's meeting.

Mr. Carey reported the two Security Surveillance Companies, Vigiles Life Security, 181 Welsh Tract Road, Newark Delaware and Emergency Response Protocol, 101 West Ayre Street, Newport, Delaware, that all questions from the town staff have been answered by the vendors and vice versa, the completed bids are due by Friday, July 30, 2021.

Director of Planning and Zoning

Mrs. Vennell entered into the record the June 2021 Planning and Zoning Monthly report.

Mrs. Vennell gave an update to the Board regarding the occupancy of the community Pool and Clubhouse, Ridgely Forest, Elkton. All Master Planned Community requirements have been completed by the required date of May 31, 2021. Mr. Jim Wolf, Developer advised the town staff, at this time, the pool is opened with the exception of seeking a part-time lifeguard. This will continue until this position is filled either by the lifeguard company and or the Ridgely Forest community.

Mrs. Vennell reported the Critical Area Grant which the town receives each year, has been approved in the amount of \$3,000.00, this document was signed and returned back to the agency.

Mrs. Vennell reported she attended a meeting on June 3, 2021 with the Town of Charlestown regarding the Maryland Town Manager Circuit Rider Program, SFY 22 Program Information. The purpose of this document is to provide grant funding to assist eligible municipal governments to build their administrative capacity with the assistance of professional, managerial staff. The eligible participants are small municipalities with a population of 5,000 or less. The eligible sponsors would be municipal governments, county governments, regional governmental organizations or private organizations. Mrs. Vennell advised the grant has been approved but they are still waiting to receive the final paperwork, she is hopeful the town will receive this document within a few weeks for a signature.

#### Maintenance Department

Mr. Carey reported there have been several Maintenance positions posted for the town, Maintenance Supervisor and a Maintenance II position. Mr. Carey advised there have been several applicants in both portals, the next step would be to move forward with the next process.

Mr. Carey reported he received a thank you note from a resident regarding the Maintenance Department and the North East Community Park. The letter reads:

I would like to take this opportunity to recognize the hard work and exemplary stewardship of those responsible for the ongoing maintenance and upkeep of the North East Community Park.

- Always well groomed
- Always liter free
- Always ship-shape and Bristol fashion

A genuine asset to us all. Thank you!

Mayor Kline asked if this information was shared with the Maintenance Department staff, Mr. Carey advised yes and also it has been shared on social media.

#### Police Department

Police Chief Just entered into the record the June 2021 Crime and Traffic Breakdown for the North East Police Department.

Mayor Kline asked Police Chief Just, when will the old library be occupied by the North East Police Department. Police Chief Just advised the meeting room area has been utilized for several meetings, such as the manpower placement for the Salute to Cecil County Veterans, with the next step, sitting down and putting together an architectural design.

Water Superintendent, Ron Carter

Mr. Carter gave the June 2021 report for both the Rolling Mill and Leslie Water Treatment Plants.

Mayor Kline asked Mr. Carter if there are any updates regarding the replacement of the filter, Mr. Carter advised there has been 90 percent of the beads recovered, and tomorrow it will depend on the level of the tank underneath to retrieve the additional beads. The hope is, this project will be completed by the end of next week.

**-UNFINISHED BUSINESS-**

None

**-NEW BUSINESS-**

None

**-MISCELLANEOUS-**

None

**-APPROPRIATIONS-**

None

**-BUSINESS FROM THE FLOOR-**

Karin Phillips, 105 West Cherry Street, North East would like to request enforcement regarding noise complaints at the Nauti Goose, 200 Cherry Street and the North East VFW Post 6027, 815 Turkey Point Road, both of North East. The community is not requesting the limitation of entertainment, just for the noise volume to be limited.


Mayor Kline advised the residents, this matter will be looked into and they will be contacted once all options have been explored to resolve this issue.

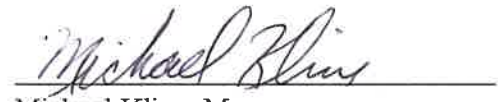
**-ADJOURNMENT-**

With there being no further business to discuss, a motion to adjourn was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all. The meeting adjourned at 7:24 p.m.

Respectfully submitted,

ATTEST:

  
Stephanie Racine-Dean, Town Clerk

  
Michael Kline, Mayor