

MAYOR AND COMMISSIONERS

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

November 22, 2021

The Town Meeting was called to order by Mayor Kline at 7:00 P.M. Present were Commissioners Kelly Benson, Hilary Crothers-Moore, Catherine Bernard-Dutton and Raymond Mitchell. Also present were Police Chief Jim Just, Maintenance Supervisor Richard Gregg, Director of Planning and Zoning Betsy Vennell, Water Superintendent Ron Carter, Town Administrator Melissa B. Cook-MacKenzie and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Assistant Town Administrator Robb Carey and Director of Finance, Samantha Pugh.

A moment of silence was observed.

-OATH OF OFFICE-

None

-APPROVAL OF MINUTES-

A motion to approve the minutes of the November 10, 2021 meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Benson and approved by all.

-PUBLIC HEARING-

None

-APPOINTMENTS-

None

-GUESTS-

None

-PUBLIC COMMENT-

None

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-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

None

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

Resolution 2021-12-01 re: Mission Statement, Former Heron Cove/Future North East Preservation Park

Mrs. Cook-MacKenzie presented to the Board Resolution 2021-12-01. A Resolution for the purpose of adopting a Mission Statement for Land to be developed into a Passive Recreational Facility:

To create and maintain a renowned nature preserve focused on protecting habitats and native wildlife of the North East Creek watershed while providing waterfront access, passive recreation, and educational opportunities within easy walking distance accessible to residents and the visitors of North East.

Commissioner Benson made a motion to adopt Resolution 2021-12-01, Commissioner Mitchell seconded the motion and the motion was approved by all.

-REPORTS-

Mayor Kline

Mayor Kline reported he attended a meeting with the Town Administrator, Melissa Cook-MacKenzie on Monday, November 15, 2021 regarding the Wetland Preserve.

Mayor Kline reported he attended the Annual Cecil County First Responders Appreciation Dinner on Friday, November 19, 2021 at the Rising Sun Banquet Hall. Patrolman First Class Anthony Williams was recognized for his service for the Town of North East.

Commissioner Bernard-Dutton

None

Commissioner Mitchell

Commissioner Mitchell reported he attended the Annual Cecil County First Responders Appreciation Dinner on Friday, November 19, 2021 at the Rising Sun Banquet Hall.

Commissioner Benson

Commissioner Benson reported he attended a meeting with the Winter Lights-Cecil Nights Committee on Friday, November 19, 2021 at the Cecil County Tourism office. Commissioner Benson advised the Board, Tourism Coordinator, Sandy Turner has been doing a remarkable job for the community and suggested for the town to support her in any capacity.

Town Administrator

Mrs. Cook-MacKenzie reported she attended the following meetings since the November 10, 2021 Town Meeting:

Mrs. Cook-MacKenzie reported she attended a meeting with Mayor Kline, on Monday, November 15, 2021 regarding the Wetland Preserve. Mrs. Cook-MacKenzie advised the Board along with town staff the next meeting will be scheduled after the parade festivities.

Mrs. Cook-MacKenzie reported she had a meeting with the Water Superintendent, Ron Carter and ENTECH Engineer, Steve Riley regarding outgoing projects.

Mrs. Cook-MacKenzie reported she had a meeting with ENTECH Engineer, Steve Riley and Maryland Department of the Environment (MDE), regarding three outstanding projects.

- a. completion of the mixer project (I-95 water tank)
- b. soil removal from the Leslie Water Treatment Plant pond
- c. independent rooms at the Rolling Mill & Leslie Water Treatment Plants for the activated carbon to be placed

Mrs. Cook-MacKenzie reported she interviewed a candidate for the Finance Associate II position on Thursday, November 18, 2021, and two additional on Friday, November 19, 2021.

Mrs. Cook-MacKenzie reported she had a meeting along with town staff and the Maryland State Highway Administration (SHA) to discuss the parade route and the street closures.

Mrs. Cook-MacKenzie reported the shut off of water for the September 2021 quarterly water bills were completed on Wednesday, November 17, 2021 by the town staff. This quarter was the largest number the staff had to terminate due to non-receipt of payment.

Mrs. Cook-MacKenzie reported the Cecil County Christmas Parade which will be held on Saturday, December 4, 2021 has one hundred and twelve applicants at this time, which is a comfortable number for the event.

Mrs. Cook-MacKenzie reported she will be meeting with Tourism Coordinator, Sandy Turner regarding Winter Lights-Cecil Nights on Tuesday, November 23, 2021 and asked Commissioner Benson if he would like to attend.

Director of Planning and Zoning

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

Maintenance Department

Mr. Gregg entered into the record a partial October 2021 Monthly Report for the Town of North East Maintenance Department.

Mayor Kline wanted to thank the Maintenance staff for all their hard work throughout the town and expressed how often he gets complements from the community.

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Police Department

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

Water Superintendent, Ron Carter

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

Mayor Kline asked Mr. Carter if additional supplies have been ordered to keep the plants moving forward due to the supply chain issue. Mr. Carter stated the town has received one hundred meters and an addition hundred and sixty have recently been ordered.

-UNFINISHED BUSINESS-

None

-NEW BUSINESS-

Deed of Conveyance – Gateway Drive, North East

Mrs. Cook-MacKenzie presented a Deed of Conveyance for Gateway Drive, North East.

A motion to approve the Deed of Conveyance for Gateway Drive with the recommendation of the Town Administrator and Planning Office was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

Public Works Agreement Extension Request – Michael Palmisano – First Maryland Holding Company, II – Chesapeake Club H-2, North East

Mrs. Cook-MacKenzie presented a Public Works Agreement Extension Request for Michael Palmisano, Chesapeake Club H-2, North East.

A motion to approve the Public Works Agreement Extension for one year with the recommendation of the Town Administrator and Planning and Zoning Office was made by Commissioner Benson, seconded by Commissioner Mitchell and approved by all.

Water Allocation Request – Mr. Derek DeRossett, Superior Wake LLC, 256 Old Bayview Road, North East, Tax Map 25, Parcel 0287, One Equivalent Residential Unit

Mrs. Cook-MacKenzie presented a Water Allocation Request for Mr. Derek DeRossett, Superior Wake LLC, 256 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 of the Town Administrator and Planning and Zoning Office was made by Commissioner Mitchell seconded by Commissioner Benson and approved by all.

-MISCELLANEOUS-

Mayor Kline reminded the Board, anyone who is interested in attending the next Cecil/Harford Chapter of Maryland Municipal League meeting on Thursday, December 16, 2021 at the Rockfield Manor, 501 East Churchville Road, Bel Air, Maryland, please contact the Town Clerk to R.S.V.P.

Commissioner Benson reported he attended a meeting on Friday, November 12, 2021 along with the Assistant Town Administrator, Robb Carey and Brandon & Meredith Boas from Grunge Muffin Designs regarding the town's website.

Commissioner Benson wanted to thank Mayor Kline along with the town staff regarding the signs that have been placed in the municipal parking lot for the local restaurants and merchants.

Mrs. Cook-MacKenzie reminded the Board of the Annual Christmas Tree Lighting on Friday, November 26, 2021 on the "Green" at 5:30 pm and the Cecil County Christmas Parade on Saturday, December 4, 2021 at 12:00 pm.

-APPROPRIATIONS-

None

-BUSINESS FROM THE FLOOR-

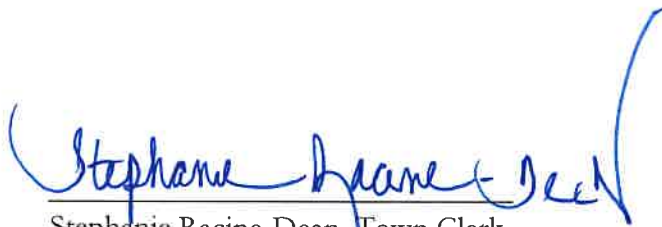
None


-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Mitchell, seconded by Commissioner Benson and approved by all. The meeting adjourned at 7:59 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Michael Kline, Mayor