

MAYOR AND COMMISSIONERS

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

June 8, 2022

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

A moment of silence was observed.

-OATH OF OFFICE-

None

-APPROVAL OF MINUTES-

A motion to approve the minutes of the May 11, 2022 meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all. Commissioner Bernard-Dutton abstained due to she was not present at the May 11, 2022 meeting.

A motion to approve the minutes of the May 25, 2022 meeting, as presented, was made by Commissioner Crothers-Moore, seconded by Commissioner Bernard-Dutton and approved by all. Commissioner Mitchell abstained due to he was not present at the May 25, 2022 meeting.

-PUBLIC HEARING-

None

-APPOINTMENTS-

None

-GUESTS-

Mrs. Dawn Rodenbaugh, Program Administrator, Cecil County Neighborhood Youth Panel regarding Fiscal Year 2023 Update

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Mrs. Dawn Rodenbaugh, 32 Springfield Drive, North East, Maryland, expressed her gratitude to the Board for the continued support they have given to the Cecil County Neighborhood Youth Panel. Her appearance this evening is to request support for the Fiscal Year 2023. This panel is a juvenile diversion program which gives first-time juveniles misdemeanor offenders the option of appearing before a panel of community volunteers rather than entering the juvenile court system. In addition, the panel gives the community the opportunity to be directly involved in the process of determining sanctions for youth offenders, monitoring sanction compliance and acting as positive role models to our youth.

Mayor Kline and the Board expressed the importance of this program and the continued success this has throughout the community.

-PUBLIC COMMENT-

None

-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

None

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

Resolution 2022-06-01 re: Town's Participation in the DHCD Maryland Circuit Rider Town Manager Program as a Member of the Town of North East

Mrs. Cook-MacKenzie presented to the Board Resolution 2022-06-01 approving the town's participation in the DHCD Maryland Circuit Rider Town Manager Program as Member of the Town of North East, Fiscal Year, July 1, 2022 through June 30, 2023.

A motion to approve Resolution 2022-06-01 the town's participation in the DHCD Maryland Circuit Rider Town Manager Program as a Member of the Town of North East, was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all.

-REPORTS-

Mayor Kline

Mayor Kline reported he attended Fiscal Year 2023 Budget Review meetings on Monday, June 6, 2022 and Tuesday, June 7, 2022 with Town Administrator, Assistant Town Administrator and Director of Finance.

Mayor Kline reported he attended the North East Chamber Breakfast at the Fairwinds Farm 41 Tailwinds Lane, North East on Thursday, June 2, 2022.

Mayor Kline reported he attended the 2022 IKE Foundation Fishing Tournament for children on Sunday, June 5, 2022 at the North East Community Park.

Commissioner Bernard-Dutton

None

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the North East Planning Commission meeting on Wednesday, June 1, 2022.

Commissioner Mitchell

None

Town Administrator

Mrs. Cook-MacKenzie reported she attended the following meetings since the May 25, 2022 Town Board Meeting:

- Mr. Eustace Mita in regards to Turkey Point Properties water service
- ENTECH Engineer, Steve Riley and Water Superintendent, Ron Carter regarding ongoing water projects
- Multiple budget meetings
- Planning Commission
- Economic Development Commission (EDC)
- Several Maryland Department of Environment (MDE) regarding water service area
- 2022 IKE Foundation Fishing Tournament
- Department Head meeting

Mrs. Cook-MacKenzie reported she had two request during the Planning Commission meeting regarding traffic back-up at the North East Elementary School on Thomas Avenue. Mrs. Cook-MacKenzie presented her concerns and requested that Chief Yates work with Principle Karen Adair to address the traffic problem and come to a conclusion.

Chief Yates reported he contacted Principle Karen Adair and addressed their concerns and issues regarding the traffic route and came up with several ideas. The car rider loop next to the school, has a lane which is wide enough to accommodate 2 cars side by side. Chief Yates has been on location several days during the transition and reported there is no longer any backup of traffic and this will be standard moving forward.

Assistant Town Administrator, Robb Carey

Mr. Carey reported he attended the following meetings since the May 25, 2022 Town Board Meeting:

- Salute to Cecil County Veterans along with Board Members and different participants for the event on Sunday, July 3, 2022.
- North East Chamber Breakfast at the Fairwinds Farm 41 Tailwinds Lane, North East on Thursday, June 2, 2022.
- Department Head meeting

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- Staff meeting
- Mayor Kline and Town Administrator regarding isolated payroll issues for the purpose of budgeting
- Economic Development Commission (EDC)

Director of Finance

Mrs. Stemen entered into the record the list of payments issued by check number and date.

Mrs. Stemen reported she attended the following meetings since the May 25, 2022 Town Board Meeting:

- Budget Preparation for Fiscal Year 2023
- Training the new employee, Warita Bedell, Finance Associate II
- Meeting with the auditor, CliftonLarsenAllen and scheduled year-end inventory

-UNFINISHED BUSINESS-

None

-NEW BUSINESS-

None

-MISCELLANEOUS-

Mrs. Cook-MacKenzie reminded the Board, there will be a Budget Work Session for the Fiscal Year 2023, Wednesday, June 15, 2022 starting at 6:00 pm, dinner will be provided.

Mrs. Cook-MacKenzie reported on Wednesday, June 22, 2022 there will be a Public Hearing on the Constant Yield Tax Rate, Water Rate and the 2023 Budget Ordinance with the adoption following under new business.

Chief Yates invited the Board to National Night Out 2022, Tuesday, August 2, 2022 starting 5:00 pm – 8:00 pm at the North East Community Park.

-APPROPRIATIONS-

A motion to approve Requisition R2-01889 to Maryland Community Development Block Grant Program in the amount of \$289,044.85 for repayment was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all.

A motion to approve Requisition R2-01865 to ENTECH Engineering in the amount of \$37,650.33 for the Finished Rolling Mill Water Treatment Plant was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

-BUSINESS FROM THE FLOOR-

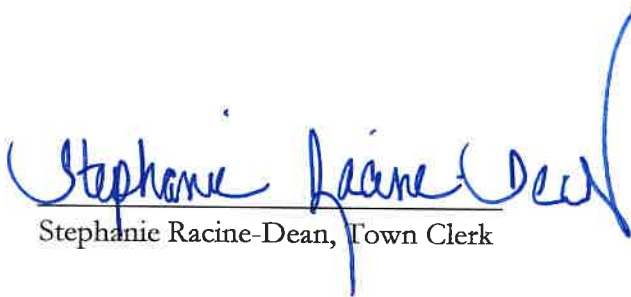
None

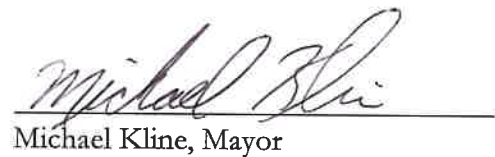
-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Michael Kline, Mayor