

MAYOR AND COMMISSIONERS
TOWN OF NORTH EAST
106 S. MAIN STREET
NORTH EAST, MARYLAND 21901

July 27, 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 Kelly Benson. Commissioner Raymond Mitchell attended the meeting virtual. Also present were Police Chief Stephen Yates, Director of Planning and Zoning Betsy Vennell, Maintenance Supervisor Richard Gregg, Director of Finance Vonnie Stemen, Town Administrator Melissa B. Cook-MacKenzie, and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Assistant Town Administrator Robb Carey and Water Superintendent Ron Carter.

A moment of silence was observed.

-OATH OF OFFICE-

None

-APPROVAL OF MINUTES-

A motion to approve the minutes of the July 13, 2022 meeting, as presented, was made by Commissioner Crothers-Moore, seconded by Commissioner Benson and approved by all. Commissioners Catherine Bernard-Dutton and Raymond Mitchell abstained due to they were not present at the July 13, 2022 meeting.

-PUBLIC HEARING-

Mayor Kline opened the public hearing at 7:02 p.m.

Ordinance 2022-07-01, Ordinance 2022-07-01 Repealing the current, (April 5, 2008) Official North East Critical Area, Maps 1-7 and Official North East Habitat Protection Maps 1-7 in their entirety, as found in Appendix B in the North East Zoning Ordinance and adopting new Critical Area Maps 1, 2 & 3 which will provide an updated Critical Area boundary, updates to the "LDA" Limited Development Areas; the "IDA" Intensely Developed Areas and "SBA" Special Buffer Areas as defined in Section 12-12 "COA" Critical Area Overlay District Regulations.

Since there were no public comments, Mayor Kline closed the Public Hearing at 7:06 p.m.

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-APPOINTMENTS-

None

-GUESTS-

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 following meetings since the July 13, 2022 Town Board Meeting:

- Long Green Farms, 202 Long Green Farm Lane, Rising Sun, Maryland site walk on Thursday, July 14, 2022. Mayor Kline asked the Town Administrator to setup a workshop in the month of August to go over the process of the MS4 Permit requirements
- Maryland Municipal League Quarterly Dinner on Thursday, July 21, 2022 hosted by the Town of Charlestown at the Wellwood, 523 Water Street. During the meeting, Mayor Kline shared information he received when viewing the WILMAPCO meeting which was held on Thursday, July 14, 2022.
- Town Administrator and Commander Gene Daley, VFW Post 6024 regarding, Gold Star Family Plaque, location, North East Community Park

Commissioner Bernard-Dutton

Commissioner Bernard-Dutton reported she attended the North East Fire Company Carnival on July 5th through July 9, 2022, 210 South Mauldin Avenue, North East.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the Long Green Farms, 202 Long Green Farm Lane, Rising Sun, Maryland site walk on Thursday, July 14, 2022.

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Commissioner Mitchell

None

Commissioner Benson

Commissioner Benson reported he attended the Long Green Farms, 202 Long Green Farm Lane, Rising Sun, Maryland site walk on Thursday, July 14, 2022.

Town Administrator

Mrs. Cook-MacKenzie reported she attended the following meetings since the July 13, 2022 Town Board Meeting:

- Department Head meeting
- Mayor Kline and Commander Gene Daley, VFW Post 6024 regarding, Gold Star Family Plaque, location, North East Community Park. She also indicated she will be reaching out to the town's engineers, for a proposal, of a small area in the park which will be dedicated to our servicemen and women
- Town Administrator thanked the Department Heads for their help with several park vendors, regarding an application to the State of Maryland Grant Program for the playground areas and Turner Park
- Individual Department Head meetings regarding status of several projects

Director of Finance

Mrs. Stemen entered into the record the list of payments issued since the last Board Meeting by check number, amount and date.

Mrs. Stemen reported she attended the following meetings since the July 13, 2022 Town Board Meeting:

- Department Head meeting

Mrs. Stemen advised she is here tonight to respond to any questions regarding the upcoming requisitions listed for tonight's meeting.

Director of Planning and Zoning

Mrs. Vennell entered into the record the June 2022 Planning and Zoning Monthly report.

- Several Development Expense agreements for new projects forthcoming, which is out of the corporate limit but the town will supply water service. These areas would be Northwoods Phase 5, Northwoods Phase 4 completion and Turkey Point Properties whom also executed with an escrow deposit
- Construction is down the month of July 2022, only two new homes have been built

- Several new business have applied for occupancy at West End Village, 32 South Main Street, Bushel & Peck Southern Sweet Tea and Mister Softee Mobile Ice Cream vendor
- Approved sixteen Occupancy Permits in Ridgely Forest Community

Maintenance Supervisor

Mr. Gregg entered into the record the June 2022 Monthly Report for the Town of North East Maintenance Department.

- Several meetings with the Town Administrator regarding several ongoing projects, new signs will be installed at the North East Community Park
- Daily Maintenance throughout the town

Melissa Cook-MacKenzie, Town Administrator updated the Board, the timeline for the new signage at the North East Community Park will be by the end of August. The sign will have several new items added, Cecil County Tourism, Chesapeake Boat Builders and the Decoy Museum along with symbols reflecting what the park has to offer to the community.

Police Chief

Police Chief Yates entered into the record the June 2022 Crime and Traffic Breakdown for the North East Police Department along with the March 2022 report.

- Bodycams are in and there will be a set up meeting with the vendor Axon on Wednesday, August 3, 2022, with an eight hour training on Tuesday, August 16, 2022.
- National Night Out will be held Tuesday, August 2, 2022 at the North East Community Park with several organizations attending in support of the community
- Chief Yates will be attending a fundraiser, Homeruns for the Homeless on Thursday, July 28, 2022 at Leidos Field at Ripken Stadium, Aberdeen, Maryland.

Mayor Kline asked the Town Administrator if there is any information from the town's engineer regarding ongoing projects. Mrs. Cook-MacKenzie stated there is a meeting Wednesday, July 28, 2022 to discuss the finalizing of the last water tank and the design of the finished water pump station.

-UNFINISHED BUSINESS-

None

-NEW BUSINESS-

Ordinance 2022-07-01 Repealing the current, (April 5, 2008) Official North East Critical Area Maps 1-7 and Official North East Habitat Protection Maps 1-7 in their entirety, as found in Appendix B in the North East Zoning Ordinance and adopting new critical area maps 1,2 &3

A motion to approve to approve Ordinance 2207-07-01 Repealing the current, (April 5, 2008) Official North East Critical Area Maps as presented was made by Commissioner Benson, seconded by Commissioner Crothers-Moore and approved by all.

Tricorner-Gemcraft Homes, LLC, Chesapeake Club, Lots 34, 35 & 36, Tax Map 0031, Parcel 1326 Water Allocation Request, Three Equivalent Residential Units (750 GPD)

Mrs. Melissa Cook-MacKenzie presented a Water Allocation Request for Tricorner Gemcraft Homes, LLC Lots 34, 35 & 36, Parcel 1326 Chesapeake Club, North East, for three Equivalent Residential Dwelling Units.

A motion to approve the Water Allocation request Three Equivalent Residential Dwelling Units or 250 gallons of water per day for each unit 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.

WORF, LLC Ridgely Forest Master Planned Community, Elkton, Section 3A, Ridgely Forest Section 3A, 3B Phase 2, Club at Ridgely Forest, Tax Map 0031, Parcel 235 Public Works Agreement Extension Request, to expire June 1, 2023

Mrs. Cook-MacKenzie presented a Public Works Agreement Extension Request, Expiring June 1, 2023 for WORF, LLC, Ridgely Forest Master Planned Community.

A motion to approve the Public Works Agreement Extension, expiring June 1, 2023 with the 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.

-MISCELLANEOUS-

Melissa Cook-MacKenzie wanted to recognize Commissioner Mitchell who is attending tonight's meeting. Commissioner Mitchell thanked the Board and town staff for the prayers during his absence.

-APPROPRIATIONS-

Fiscal Year 2022 Budget Amendment 2022-004

A motion to approve Fiscal Year 2022 Budget Amendment 2022-004 was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

Mayor Kline suggested, he will read the remainder of the Requisitions and the Board will cast a one vote for approval.

- Requisition R2-02127 to Local Government Insurance for May 2022 Health Insurance in the amount of \$42,937.42
- Requisition R2-02128 to Local Government Insurance for June 2022 Health Insurance in the amount of \$41,212.37

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- Requisition R2-02129 to Cecil County Government for Fiscal Year 2022 Communications in the amount of \$39,900.00
- Requisition R3-00060 to Water Maryland Quality Finance for DW System Improvements in the amount of \$44,429.83
- Requisition R3-00074 to Local Government Insurance for July 2022 Health Insurance in the amount of \$47,000.88
- Requisition R3-00075 to Local Government Insurance for August 2022 Health Insurance in the amount of \$40,826.76

A motion to approve all Requisitions that were read into the record as presented was made by Commissioner Mitchell, seconded by Commissioner Benson and approved by all.

-BUSINESS FROM THE FLOOR-


Marcus Webster, Program Advocate, Voices of Hope Maryland, 224 East Main Street, Elkton and Andrew Johnston, 111 West Cecil Avenue Apt. 4 North East also an advocate for Voices of Hope gave information of the Voices of Hope's vision, is to end the cycle of addiction, heal families affected by addiction and change the perception of addiction to all. Mr. Webster advised the Board, September is National Recovery Month and they are asking for support from the municipalities to hang purple ribbon in their town.


-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 7:50 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Michael Kline, Mayor