

MAYOR AND COMMISSIONERS

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

October 12, 2022

The Town Meeting was called to order by Mayor Kline at 7:06 P.M. Present were Commissioners Hilary Crothers-Moore, Catherine Bernard-Dutton and Raymond Mitchell. Also present were Town Administrator Melissa B. Cook-MacKenzie 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 September 28, 2022 meeting, as presented, was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all.

A motion to approve the minutes of the October 6, 2022, American Rescue Plan Act, (ARPA) Workshop meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

-PUBLIC HEARING-

None

-APPOINTMENTS-

A motion to appoint to the Board of Supervisors of Elections Ruth L. Gonce, 408 Merrey Street, North East to a one year term expiring on September 30, 2023 was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

-RE-APPOINTMENTS-

A motion to re-appoint the following individuals to the Board of Appeals to a two year term expiring on October 8, 2024 was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all:

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- Sarah Anderson, 199 Mahogany Drive, North East
- Maurice Tenney Jr., 114 Howard Street, North East

A motion to re-appoint to the Board of Supervisors of Elections Kimberly A. Davis, 47 North Court, North East to a one year term expiring on September 30, 2023 was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all.

-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 September 28, 2022 Town Board Meeting:

- Employee Luncheon, Wednesday, October 5, 2022
- Ms. Morgan Miller, Director of the Cecil County Library, Wednesday, October 5, 2022
- American Rescue Plan Act (ARPA) Workshop, Thursday, October 6, 2022

Commissioner Bernard-Dutton

Commissioner Bernard-Dutton reported she attended the following meetings since the September 28, 2022 Town Board Meeting:

- Cecil County Coffee Day with a Cop, Wednesday, October 5, 2022
- American Rescue Plan Act (ARPA) Workshop, Thursday, October 6, 2022
- Maryland Municipal League Fall Conference in Annapolis, October 9th – October 11th

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the American Rescue Plan Act (ARPA) Workshop, Thursday, October 6, 2022.

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Commissioner Mitchell

Commissioner Mitchell reported he attended the American Rescue Plan Act (ARPA) Workshop, Thursday, October 6, 2022.

Town Administrator

Mrs. Cook-MacKenzie reported she attended the following meetings since the September 28, 2022 Town Board Meeting:

- Several meetings with Steven Riley, ENTECH Engineering, and Ron Carter, Water Plant Superintendent, regarding ongoing water projects
- New Circuit Rider, Karen Schaeffer along with Betsy Vennell, Director of Planning
- Chief Yates and Lieutenant Hickey interviewing two candidates for the North East Police Department
- Department Head
- Emergency Response Protocol Security Company (ERP)
- Employee Luncheon
- Town of North East Economic Development Commission (EDC)
- American Rescue Plan Act (ARPA) Workshop
- Several meetings with Joe Tilley, Lecco Excavating, Director of Planning, Betsy Vennell and Ron Carter Water Plant Superintendent regarding inspections for the town's infrastructure
- Personnel
- Town Hall Staff
- Chesapeake Club resident regarding annexation and the process to be considered in the town's corporate limit

-UNFINISHED BUSINESS-

None

-NEW BUSINESS-

Special Events Application "On the Green" – North East Chamber Shipwrecked

A motion to approve the Special Events application for the North East Chamber Shipwrecked on Monday, October 31, 2022, as presented by the Special Events Committee, was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all.

Special Events Application "On the Green" – North East Chamber 2nd Fridays

A motion to approve the Special Events application for the North East Chamber 2nd Fridays on Friday, October 14, 2022, as presented by the Special Events Committee, was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all.

Mayor Kline is requesting for the North East Chamber not to advertise these events until their Special Events application, is reviewed and approved by the Special Events Committee and the Board. Mayor Kline stressed, the town staff and the Board need ample time to review these applications and have any questions answered if needed by the North East Chamber.

Ridgely Forest Section 6: Subdivision Agreement Extension, Mr. James C. Wolf, VP, Ridgely Forest Inc., 5133 Frye Road, Upperco, Maryland, Tax Map 31; Parcel 235

Mrs. Cook-MacKenzie presented a Subdivision Agreement Extension for Mr. James C. Wolf, Parcel 235; Ridgely Forest Section 6, Elkton with a one year extension.

A motion to approve the Subdivision Agreement Extension request Ridgely Forest, Section 6 with recommendation by the Town Administrator and the Planning and Zoning Office was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all.

WORF, LLC: Water Service Agreement Extension Request, Phase 1, Ridgely Forest, Tax Map 0025, Parcel 0801

Mrs. Cook-MacKenzie presented a Water Service Agreement Extension for WORF, LLC, Tax Map 0025; Parcel 0801; Ridgely Forest Phase 1, expiring October 16, 2024.

A motion to approve the Water Service Agreement Extension request WORF, LLC, Phase 1 with recommendation by the Town Administrator and the Planning and Zoning Office was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

Personnel Matter, North East Police Station

After hearing the recommendation of the Town Administrator and the Police Chief, Commissioner Mitchell made a motion to promote Patrol Officer Matthew J. Kelty to Patrolman First Class effective on September 14, 2022. Commissioner Crothers-Moore seconded the motion and the motion was approved by all.

-MISCELLANEOUS-

Mayor Kline reminded the Board he will not be attending the next board meeting on Wednesday, October 26, 2022 along with the Halloween festivities on Monday, October 31, 2022.

Commissioner Mitchell asked Chief Yates how well the re-route is doing at the North East Elementary School, when parents are dropping off their children and picking up. Police Chief Yates advised the school staff along with the police department are working very well together.

Mrs. Cook-MacKenzie reminded the Board, the Annual Halloween Party at the North East Community Park will be held on Saturday, October 22, 2022 starting at 12:00 PM, with the costume contest starting at 1:00 PM.

-APPROPRIATIONS-

None

-BUSINESS FROM THE FLOOR-

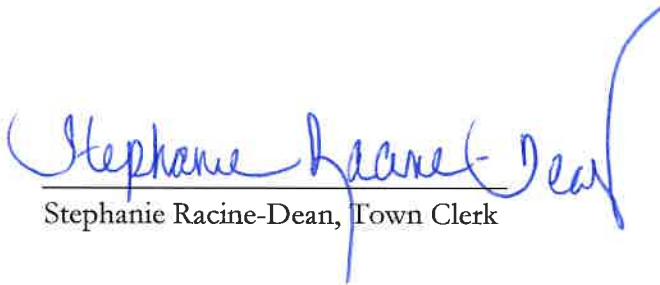
None

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all. The meeting adjourned at 7:38 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Michael Kline, Mayor