

**MAYOR AND COMMISSIONERS**

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

**December 14, 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, Raymond Mitchell and Kelly Benson. Also present were Police Chief Stephen Yates, Town Administrator Melissa B. Cook-MacKenzie and Town Clerk Stephanie Racine-Dean.

A moment of silence was observed.

**-OATH OF OFFICE-**

None

**-GUESTS-**

None

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of the November 9, 2022 meeting, as presented, was made by Commissioner Crothers-Moore, seconded by Commissioner Bernard-Dutton and approved by all. Commissioner Mitchell and Commissioner Benson abstained from voting because they were not present at the November 9, 2022 meeting.

A motion to approve the minutes of the November 21, 2022 meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Benson and approved by all. Commissioner Bernard-Dutton abstained from voting because she was not present at the November 21, 2022 meeting.

**-PUBLIC HEARING-**

None

**-APPOINTMENTS-**

A motion to appoint Calvin Wilson, 55 Tilia Drive, Elkton, to the North East Planning Commission for a five year term expiring on October 3, 2025 was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all.

Town Board Approved Minutes December 28, 2022

**-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 November 21, 2022 Town Board Meeting:

- Virtual meeting on Tuesday, November 22, 2022 with Mr. James Smith from Freedom Energy regarding the community solar program
- Cecil County Christmas Parade Committee meeting, Wednesday, November 30, 2022
- Cecil County Inaugural Event on Monday, December 5, 2022 at Cecil College
- Cecil County Christmas Parade on Saturday, December 10, 2022
- Meeting with Members of the Cecil County's Land Use & Development Services, Maryland Department of Transportation (MDOT) and WILMAPCO to discuss their 2050 Reginal Transportation Plan (RTP) on Monday, December 12, 2022.

Commissioner Bernard-Dutton

Commissioner Bernard-Dutton reported she attended the Cecil County Christmas Parade on Saturday, December 10, 2022.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the following meetings since the November 21, 2022 Town Board Meeting:

- Christmas Tree Lighting on Friday, November 25, 2022
- Planning Commission meeting on Tuesday, December 6, 2022
- Cecil County Christmas Parade on Saturday, December 10, 2022

Commissioner Mitchell

None

Commissioner Benson

Commissioner Benson reported he attended the Cecil County Christmas Parade on Saturday, December 10, 2022.

Town Administrator

Mrs. Cook-MacKenzie reported on behalf of the Director of Planning and Zoning, Betsy Vennell, regarding North East Station, Lot 4 (former Waffle House Site), to revise their previous water allocation request. Mrs. Cook-MacKenzie read into the record the original document which requested ten Equivalent Residential Units (ERU) of water based on the number of seating. The owner of property, DK North East Station is now requesting seven Equivalent Residential Units (ERU) of water based on the new calculations for the revised number of seats.

Mrs. Cook-MacKenzie reported she attended the following meetings since the November 9, 2022 Town Board Meeting:

- Several Department Head meetings
- Cecil County Tourism Coordinator, Sandy Turner and the new Director of Economic Development, Bill Sorenson
- Calvin Wilson regarding North East Planning Commission member
- Cecil County Christmas Parade Committee meeting, regarding the inclement weather and moving the event to the scheduled rain date
- Cecil County Tourism Meeting at the North East Library, Mauldin Avenue
- “Winter Lights – Cecil Nights”
- Preliminary meeting with a possible candidate for the Assistant Town Administrator/Grant Writer position

Mrs. Cook-MacKenzie reported she sent out flyers to the residents on Walnut/Wallace Avenue regarding the 3<sup>rd</sup> Annual “Winter Lights – Cecil Nights”. The thought was to try and encourage the residents to participate in lighting their homes with white, blue and/or purple lights during the event.

**-UNFINISHED BUSINESS-**

None

**-NEW BUSINESS-**

Water Allocation Request, 120EM, LLC, 16/18 South Main Street, North East, Tax Map 0031B; Parcel 343, Three Equivalent Residential Units

Mrs. Cook-MacKenzie presented a Water Allocation Request for 120EM, LLC, 16/18 South Main Street, North East, for three residential units, 750 gallons per day.

A motion to approve the Water Allocation with the recommendation from the Planning Office for 750 gallons per day, was made by Commissioner Mitchell, seconded by Commissioner Benson and approved by all.

Water Service Agreement Extension Request - Charles and Catherine Bromall, 259 Old Bayview Road, North East. Tax Map 0025; Parcel 3. One Equivalent Residential Unit

Mrs. Cook-MacKenzie presented a Water Service Agreement Extension Request for Charles and Catherine Bromall, 259 Old Bayview Road, North East, for one residential units, 250 gallons per day.

A motion to approve the Water Service Agreement Extension Request with the recommendation from the Planning Office for 250 gallons per day, was made by Commissioner Benson, seconded by Commissioner Crothers-Moore and approved by all.

Water Service Agreement Extension Request - Thomas V. Murtaugh and Melissa D. Arnold, 261 Old Bayview Road, North East. Tax Map 0025; Parcel 2. One Equivalent Residential Unit.

Mrs. Cook-MacKenzie presented a Water Service Agreement Extension Request for Thomas V. Murtaugh and Melissa D. Arnold, 261 Old Bayview Road, North East, for one residential units, 250 gallons per day.

A motion to approve the Water Service Agreement Extension Request with the recommendation from the Planning Office for 250 gallons per day, was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all.

Deed of Conveyance, Center Drive, North East Commerce Center, Public Improvements

Mrs. Cook-MacKenzie presented a Deed of Conveyance, Center Drive, North East Commerce Center for Public Improvements.

Mrs. Cook-MacKenzie requested additional information to be entered into the record regarding the Deed of Conveyance. North East Commerce Center was constructed under several sections dating from 1998 to the latest Public Works Agreement (PWA) issued in 2010 and recently extended to April 1, 2023. Mrs. Cook-MacKenzie advised all roadways have been repaired and approved and the developers have met all requirements which was in the Public Works Agreement. They are conveying the deed and the roadway over to the town with the value amount of \$2,155,516.00.

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

**-MISCELLANEOUS-**

Mayor Kline advised he received a letter from Team Mobile, who the town currently rents space to for mobile service. In the letter they are looking to expand their 5g and they are asking for the town to decrease their current rate from \$1750.00 a month to 1250.00. This document was released to the Town Administrator to investigate the prior lease agreement.

Mrs. Cook-MacKenzie advised she received notification from Comcast regarding their franchise agreement, there will be a price increase. The modem rental went from \$14.00 to \$15.00, installation home service visit from \$70.00 to \$100.00 Paper View and on Demand \$599.00 to \$699.00 Infinity has gone up in several areas also.

Mrs. Cook-MacKenzie advised the Board, she was contacted by The High Five Initiative on November 10, 2022. After discussion with the Co-Founder & President, Briana Ash, their group will participate with Earth Day Kayak Cleanup on Saturday, April 22, 2023, in the marsh area across from the North East Community Park and help with the cleanup the morning after The Salute to Cecil County Veterans Fireworks on July 3<sup>rd</sup>. Mayor Kline asked the Town Administrator for ENERWA to be involved in the stream clean-up also.

Police Chief Yates reported he attended Cocoa with Cops on Tuesday, December 13, 2022 at the Senior Building located at the Cecil County Administration Building.

Police Chief Yates reported 180 coats were bought from donations towards Operation Warm. He along with others from the North East Rotary and North East Chamber of Commerce will be delivering the coats on Friday, December 16, 2022 at 10:00 am. Chief Yates stated this was a successful event for the first year.

**-APPROPRIATIONS-**

None

**-BUSINESS FROM THE FLOOR-**

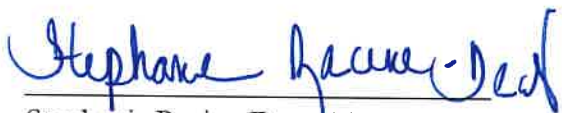
None


**-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 7:45 p.m.

Respectfully submitted,

ATTEST:

  
Stephanie Racine-Dean, Town Clerk

  
Michael Kline, Mayor

Town Board Approved Minutes December 28, 2022