

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

**December 28, 2022**

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

A moment of silence was observed.

**-OATH OF OFFICE-**

None

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of the December 14, 2022 meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

**-PUBLIC HEARING-**

None

**-APPOINTMENTS-**

None

**-GUESTS-**

None

**-PUBLIC COMMENT-**

None

Town Board Approved Minutes January 11, 2023

**~~-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-~~**

None

**~~-ADOPTION OF RESOLUTIONS AND ORDINANCES-~~**

Resolution 2022-12-01 Cecil County Hazard Mitigation Plan – 2022 Hazard Mitigation Plan Update

Mayor Kline presented to the Board Resolution 2022-12-01. Mayor and Commissioners of the Town of North East (“Town”), Cecil County, Maryland is most vulnerable to natural hazards which may result in loss of life and property, economic hardship and threats to public health and safety. Section 322 of the Disaster Mitigation Act 2000 (DMA2000) requires State and Local Governments to develop and submit for approval to the President a mitigation plan that outlines process for identifying their respective natural hazards, risks and vulnerabilities.

A motion to approve Resolution 2022-12-01, Cecil County Hazard Mitigation Plan, 2022 Hazard Mitigation Plan Update was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all.

**~~-REPORTS-~~**

Mayor Kline

Mayor Kline reported he attended the following meetings since the December 14, 2022 Town Board Meeting:

- Town Administrator regarding on-going projects
- Open House, Town of Charlestown at the Wellwood
- Residential Decorating Contest on Thursday, December 15, 2022
- North East Police Department 1st Annual Dinner, Friday, December 16, 2022
- Soltesz LLC, EIP and the Town Administrator regarding the purchase of credits for the Maryland Separate Storm Sewer Systems (MS4) Permit on Monday, December 19, 2022
- Coffee Day, Tuesday, December 20, 2022
- Steering Committee meeting for the North East Preserve, Wednesday, December 21, 2022

Commissioner Bernard-Dutton

None

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the Residential Decorating Contest on Thursday, December 15, 2022.

Commissioner Mitchell

None

Director of Planning and Zoning

Mrs. Vennell entered into the record the November 21, 2022 Planning and Zoning Monthly report. In addition, Mrs. Vennell reported the following:

- FEMA meeting with Cecil/Harford Counties regarding compliances and the FEMA claims over the past 10 years. They are requesting the process and procedures from the municipalities to identify structures that are damaged 50 percent or greater
- Public Hearing in November, for a Pub Restaurant and this was continued in December for further discussion
- Ridgely Forest had a minor amendment, housing unit types, the size and reducing the driveway
- North East Station and the proposed Starbucks, Lot 4, final approval for the site plan
- Ridgely Forest had 10 new building permits for the month of November. For the month of December there are 8 permits on hold until the Planning Commission meets in the month of January. The total of occupancy is 430 with less than 100 for full capacity
- 25 permit invoices and 6 occupancies for new homes

Chief of Police

Chief Yates entered into the record the November 2022 Crime and Traffic Breakdown for the North East Police Department. In addition Chief Yates reported the following:

- Consolidating fiscal year 2022 files for the 2023 New Year
- Residential Decorating Contest on Thursday, December 15, 2022
- 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
- All North East Police Officers have completed their agility physical requirements per the Legislative Senate Bill which was supposed to be completed by the first of December 2022

Mayor Kline asked if the specifications of the new Police Administration Building is moving forward. Chief Yates stated he has met with the Town Administrator and after the first of the year, this project will be moving forward full force.

Water Plant Superintendent

Mr. Carter thanked the Board for giving the North East Town Hall staff off for the Christmas Eve holiday.

Mr. Carter entered into the record the November 2022 Water Report for the Rolling Mill and Leslie Water Treatment Plants. In addition, Mr. Carter reported the following:

- New truck that has been on back order for over a year is now in at the dealership. Per the letter from the Ford Motor Company, due to the current market conditions and the supply chain the invoice has increased in price. The increase for the plow, \$3,142.36 with the truck increase of \$5,989.67 with a total of \$9132.03.

Mayor Kline suggested in the upcoming week to sit down and go over other options for purchasing a newer vehicle with the equipment options to see the difference of a 2022 to a 2023 model.

**-UNFINISHED BUSINESS-**

None

**-NEW BUSINESS-**

One motion to approve all three Public Works Agreement for 3 Six Month Extension request as written, expiring July 31, 2023, with the recommendation of the Planning and Zoning Office was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

1. First Maryland Holdings: Chesapeake Club H-2 Lots 188-203, 250-288, 311-313 332-343, Tax Map 31, Parcel 1265 Six Month Extension Requested Mrs. Vennell presented a Six Month Extension for First Maryland Holdings, Chesapeake Club H-2 Lots 188-203, 250-288, 311-313 332-343.
2. First Maryland Holdings: Chesapeake Club H-3 Lots 314-331.Six Month Extension Requested Mrs. Vennell presented a Six Month Extension for First Maryland Holdings, Chesapeake Club H-3 Lots 314-331.
3. First Maryland Holdings: Chesapeake Club H-3 Lots 204-206, 208-249, 289-310. Six Month Extension Requested Mrs. Vennell presented a Six Month Extension for First Maryland Holdings, Chesapeake Club H-3 Lots 204-206, 208-249, 289-310.

**-MISCELLANEOUS-**

None

**-APPROPRIATIONS-**

None

**-BUSINESS FROM THE FLOOR-**

None

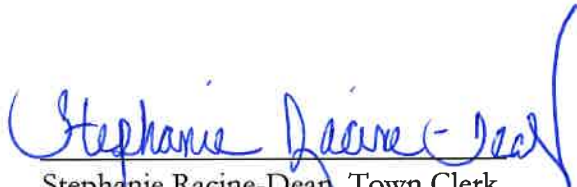
**-ADJOURNMENT-**

With there being no further business to discuss, a motion to adjourn was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all. The meeting adjourned at 7:32 p.m.

Town Board Approved Minutes January 11, 2023

Respectfully submitted,

ATTEST:

  
Stephanie Racine-Dean, Town Clerk

  
Michael Kline, Mayor