

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

April 26, 2023

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

A moment of silence was observed.

-OATH OF OFFICE-

None

-APPROVAL OF MINUTES-

A motion to approve the minutes of the April 12, 2023 meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Benson and approved by all. Commissioner Bernard-Dutton abstained because she was absent from the meeting.

-PUBLIC HEARING-

None

-APPOINTMENTS-

None

-GUESTS-

Dominic Fulginiti – Republic Service Inc., Bid for Curbside Municipal Waste & Single Stream Recycling Collection Services

Dominic Fulginiti, Manager, Municipal Sales gave additional information prior to the approval of the Bid regarding Curbside Municipal Waste & Single Stream Recycling Collection Services. Republic Services has been servicing the Town of North East for the last seven years. Mr. Fulginiti stated there will be no changes in the service to the town only the rollout carts that will be provided by Republic Service Inc. for household items and recyclables.

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-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 April 12, 2023 Town Board Meeting:

- Fiscal Year 2024 Budget meeting with Commissioner Benson, Town Administrator and Director of Finance on Wednesday, April 19th
- Several Interviews with the Town Administrator and Commissioner Benson for the open position, Assistant Town Administrator on Friday, April 21st
- Maryland Municipal League Dinner on Thursday, April 20, 2023 at Woody's Restaurant, North East
- Captain DJ Fasick, Coastal Enterprise, Wednesday, April 26th

Commissioner Bernard-Dutton

Commissioner Bernard-Dutton reported she attended the Maryland Municipal League Dinner on Thursday, April 20, 2023 at Woody's Restaurant, North East.

Commissioner Crothers-Moore

None

Commissioner Mitchell

Commissioner Mitchell reported he attended the Maryland Municipal League Dinner on Thursday, April 20, 2023 at Woody's Restaurant, North East.

Commissioner Benson

Commissioner Benson reported he attended the following meetings since the April 12, 2023 Town Board Meeting:

- Maryland Municipal League Dinner on Thursday, April 20, 2023 at Woody's Restaurant, North East
- Several Interviews with the Town Administrator and Commissioner Benson for the open position, Assistant Town Administrator
- Captain DJ Fasick, Coastal Enterprise, Wednesday, April 26th

Town Administrator

Mrs. Cook-MacKenzie reported she attended the following meetings since the April 12, 2023 Town Board Meeting:

- Fiscal Year 2024 Budget meeting with Mayor Kline, Commissioner Benson and Director of Finance
- Department Head
- Human Resource meeting discussing job duties with the Director of Finance and Administration staff
- Several Interviews with the Mayor Kline and Commissioner Benson for the open position, Assistant Town Administrator
- Circuit Rider and the Director of Planning and Zoning regarding Grant Writer duties
- Maryland Municipal League Dinner on Thursday, April 20, 2023 at Woody's Restaurant, North East.
- North East Chamber Board
- IKE Foundation Fishing Tournament meeting, which will be held on Saturday, June 10th 9:00AM – 12:00 PM
- Captain DJ Fasick, Coastal Enterprise, Wednesday, April 26th

Mrs. Cook-MacKenzie reported to the Board, Bob Galliera who sits on the Town of North Ethics Committee, has resigned due to health issues.

Director of Finance

Mrs. Stemen entered into the record the list of payments issued since the last Board Meeting. In addition Mrs. Stemen reported the following:

- Budget Preparation for Fiscal Year 2024 Budget with the Budget Workshop on Wednesday, May 10th
- Several Interviews with the Town Administrator and the Water Plant Superintendent for the open position, Administrative Assistant to the Office of the Water Plant Superintendent

Director of Planning and Zoning

Mrs. Vennell entered into the record the March 2023 Planning and Zoning Monthly report. In addition, Mrs. Vennell reported the following:

- 9 Ridgely Forest New Home Construction - 2 Duplex/7 Single Family
- Ridgely Forest total occupancies 447 - Permits 3/Residential 2 & Commercial 1
- 9 Connection Fees processed along with Major Facility Invoices
- 26 Permit Invoices
- 2 Sign Permits
- 3 Permits & Inspections
- 17 Friendly Reminders

Maintenance Supervisor

Mr. Gregg entered into the record the March 2023 Monthly Report for the Town of North East Maintenance Department. In addition, Mr. Gregg reported the following:

- Trail was paved at the North East Community Park
- Crouch Pavilion is in the process of being replaced and is in the hands of the architect
- Met with a contractor regarding the pier in the North East Community Park getting repaired
- North East Community Park sign has been ordered along with the restroom sign in the Town Hall Municipal parking lot
- The slide should be in soon for the playground area at the North East Community Park
- Courts of Mallory sidewalk replaced
- Duck Harbor storm basins have been replaced

Chief of Police

Chief Yates entered into the record the March 2023 Crime and Traffic Breakdown Report for the North East Police Department. In addition, Chief Yates reported the following:

- Attended an award's luncheon in Sparrows Point to honor Officer Fabbri's achievement on his Traffic Safety Specialist Certification. Officer Fabbri will also be attending the Maryland State Highway DUI Academy the second week of June
- "Prom Promise" to the Tome School on Wednesday, April 5, 2023 at 9:00 am
- Homicide Memorial in Elkton on Sunday, April 23rd. Cecil County hosted the event this year
- "Yes Youth Collision" at the Elkton High School
- Maryland Municipal League Police Executive Association (PEA), week of April 17th, 2023, Ocean City, Maryland

Water Plant Superintendent

Mr. Carter entered into the record the March 2023 Water Report for the Rolling Mill and Leslie Water Treatment Plants.

Mayor Kline asked the Water Plant Superintendent if he has been contacted regarding the approval of the Earmark that was submitted for the powder activated carbon at the Leslie and the Rolling Mill Treatment Plants. Mrs. Cook-MacKenzie stated the town is waiting to hear from the Maryland Department of Environment (MDE) and the Congressional Earmark for fiscal year 2023. The town should be notified sometime in April 2023.

Mr. Carter reported to the Board, the semi-annual fire hydrant flushing started Sunday, April 23rd and will continue until Thursday, April 27th between the hours of 9:00 pm – 5:00 am.

-UNFINISHED BUSINESS-

Commissioner Benson requested additional information regarding Howards Market on Mauldin Avenue. Mayor Kline advised there was an update from Earl Bradford, Cecil County

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Liquor Board. A new application for a liquor license for this facility will be heard by the Board on May 31, 2023. Mr. Bradford said that the Liquor Board will consider how many liquor licenses are existing within a 2 mile ratio and the number of permitted licenses within this ratio is 7-8. If the ratio exceeds the amount of liquor licenses currently, this request would be denied.

After discussion, the Board agreed for this item to be tabled until the next town board meeting, which will be held, Wednesday, May 10, 2023.

-NEW BUSINESS-

Resolution from 2013 - To Support the Re-Designation of the Existing Enterprise Zone

Mrs. Cook-MacKenzie advised the Board at the next town board meeting there will be a Resolution to introduce with approval, to extend and support the re-designation of the existing Enterprise Zone within Cecil County, including designated parts of the Town of North East.

Slip Agreement

Mrs. Cook-MacKenzie reported she along with Mayor Kline, Commissioner Benson, Director of Tourism, Sandy Turner and Town Clerk, Stephanie Dean met with Captain, DJ Fasick, Founder and CEO of Coastal Enterprise Group, LLC, North East River Cruises on Wednesday, April 26th, 2023. Captain DJ Fasick attended a previous board meeting, September 2022 to discuss the operation of the North East River Cruises and how is offers a unique and fun experiences on the water, including wedding festivities, being with family and friends or enjoying a sunset cruise. His goal is, to make memorable occasions and meeting the needs of the community in the Town of North East for the 2023 Season.

Special Events Application – “Thursdays Music on the Green”

Mrs. Cook-MacKenzie presented to the Board a Special Events & Special Activities Applications, Private Property Event. The location will be, “The Green”, 122-130 South Main Street, on Thursday, May 4, 2023 between the hours of 5:00 PM - 9:00 PM.

A motion to approve the Special Events Application with the recommendation that are listed by the Town Staff which Mr. Robert Crouch has agreed to was made by Commissioner Bernard-Dutton and seconded by Commissioner Crothers-Moore and approved by all.

-MISCELLANEOUS-

None

-APPROPRIATIONS-

Budget Amendment 2023-002 Fiscal Year 2023

A motion to approve the Budget Amendment 2023-002 was made by Commissioner Crothers-Moore, seconded by Commissioner Benson and approved by all.

Requisition R3-01899 – LB Water Service INC. – IPEARL Meters \$39,268.80

A motion to approve Requisition R3-01899 to LB Water INC., for 144 IPEARL Meters in the amount of \$39,268.60 was made by Commissioner Mitchell, seconded by Commissioner Benson and approved by all

Requisition R3-01969 - North East Fire Company \$231,557.02

A motion to approve Requisition R3-01969 to North East Fire Company in the amount of \$231,557.02 was made by Commissioner Benson, seconded by Commissioner Crothers-Moore and approved by all.

-BUSINESS FROM THE FLOOR-

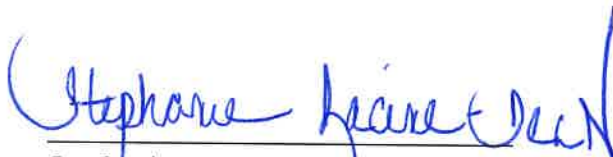
None


-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Mitchell, seconded by Commissioner Benson and approved by all. The meeting adjourned at 8:20 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Michael Kline, Mayor