

MAYOR AND COMMISSIONERS

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

May 10, 2023

The Town Meeting was called to order by Mayor Michael 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, Director of Finance, Vonnie Stamen, Melissa B. Cook-MacKenzie and Town Clerk Stephanie Racine-Dean.

A moment of silence was observed.

-APPROVAL OF MINUTES-

A motion to approve the minutes of the April 26, 2023 meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

Proclamation – National Safe Boating Week

Mayor Kline presented a Proclamation to Mr. Daniel McCaffery & Benjamin Feril, US Coast Guard Auxiliary, for National Safe Boating Week May 20 thru May 26, 2023.

Proclamation – National Police Week

Mayor Kline presented a Proclamation to Chief Yates, for National Police Week May 14, 2023 thru May 20, 2023.

-OATH OF OFFICE-

None

-PUBLIC HEARING-

None

-APPOINTMENTS-

None

-GUESTS-

None

Town Board Approved Minutes May 24, 2023

-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 26, 2023 Town Board Meeting:

- St. Mary Anne's Garden Market, Friday May 5th
- North East Fire Company Annual Banquet, Saturday, May 6th
- Interview with Town Administrator for the open position, Assistant Town Administrator, Monday, May 8th
- Welcomed a new merchant to town, 131 South Main Street, North East along with the Director of Planning, Betsy Vennell

Commissioner Bernard-Dutton

None

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the St. Mary Anne's Garden Market, Friday, May 5, 2023

Commissioner Crothers-Moore reported she attended the Cecil County School of Technology (Vo-Tech), Landscaping & Horticulture Production on Saturday, May 6, 2023.

Commissioner Mitchell

Commissioner Mitchell reported he attended the St. Mary Anne's Garden Market, Friday, May 5, 2023.

Commissioner Benson

Commissioner Benson reported he attended the St. Mary Anne's Garden Market, Friday, May 5, 2023.

Director of Finance

None

Town Administrator

Mrs. Cook-MacKenzie reported she attended the following meetings since the April 26, 2023 Town Board Meeting:

- Department Head, Tuesday, May 2nd
- Election Board, May 3rd
- Economic Development Commission, Thursday, May 4th
- Weiner Associates regarding benefits for town staff
- Interview with Mayor Kline for the open position, Assistant Town Administrator, Monday, May 8th
- North East Chamber of Commerce, President, Tracy Reynolds, Tuesday, May 9th
- Staff meeting, Tuesday, May 9th
- Interview with Director of Finance and Water Plant Superintendent for the open position, Administration Assistant to the Office of the Water Plant Superintendent
- ENTECH Engineer, Steve Riley, Water Superintendent, Ron Carter and Director of Planning, Betsy Vennell regarding Chesapeake Club

Mrs. Cook-MacKenzie reported the position of the Grant Writer has been filled by Karen Schaeffer who is currently the Circuit Rider for the town. Also, the Administrative Assistant to the Water Plant Superintendent has been filled as of today, May 10th by Jill Krieder.

-UNFINISHED BUSINESS-

Request for Proposal, 2023-02-01, Republic Services Inc. Contract Extension Curbside Municipal Waste and Single Stream Recycling Collection Service

Mrs. Cook-MacKenzie presented to the Board, information that was collected from other neighboring Municipalities in Cecil County regarding their sanitation service.

After discussion, this item will be tabled until the next town board meeting. The Board is requesting for the Town Administrator to gather more information regarding the receptacles for household trash and recyclables prior of voting for approval on the extension of the contract.

Howard's Market, Liquor License

Mayor Kline gave an update regarding Howard's Market on Mauldin Avenue and the Liquor License they are apply for through Cecil County. Mayor Kline along with Chief Yates will be attending the Liquor Board meeting held by the Director, Earl Bradford on Wednesday, May 31, 2023 at 9:00 am. Mayor Kline advised, this property is out of the town's corporate limit and asked the Board if they would like to oppose or express their concerns regarding the maintenance of the property and the appearance of the outside. Mayor Kline would consider annexation of the property, this would allow the town's Planning and Zoning Department to oversee the appearance of the property while doing their weekly inspections.

After discussion, the Board agreed, if the liquor application meets the county regulation, the town will support the business with conditions that are made and if it can be legally done. The Board agreed for this item to be tabled until the above mentioned questions be answered prior to approval.

-NEW BUSINESS-

Maryland Cruises & Events, LLC - Slip Lease Agreement

Mrs. Cook-MacKenzie presented to the Board a Slip Lease Agreement by and between the Mayor and Commissioners of the Town of North East and Maryland Cruises & Events LLC, Maryland Limited Liability Company. Mrs. Cook-MacKenzie asked Captain, DJ Fasick, who is in attendance tonight, specific needs that are required to make this a success prior to referring the document to the town's attorney for review. Mayor Kline along with the Board is requesting a written comprehensive list from Captain Fasick and to be sent directly to the Town Administrator so she can comply a cost list for the Board to review.

-MISCELLANEOUS-

None

-APPROPRIATIONS-

Budget Amendment 2023-006 – Fiscal Year 2023

A motion to approve Budget Amendment 2023-006 was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all.

Budget Amendment 2023-007 – Fiscal Year 2023

A motion to approve Budget Amendment 2023-007 was made by Commissioner Benson, seconded by Commissioner Mitchell and approved by all.

Requisition R3-01971 – CDA Infrastructure Financing Bonds – 2014 Series A \$118,370.46

A motion to approve Requisition R3-01971 to CDA Infrastructure Financing Bonds for 2014 Series A in the amount of \$118,370.46 was made by Commissioner Benson, seconded by Commissioner Crothers-Moore and approved by all.

Requisition R3-02109 - NEPD Cameras & Modems

A motion to approve Requisition R3-02109 to for North East Police Department Cameras & Modems in the amount of \$80,861.00 was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all.

-BUSINESS FROM THE FLOOR-

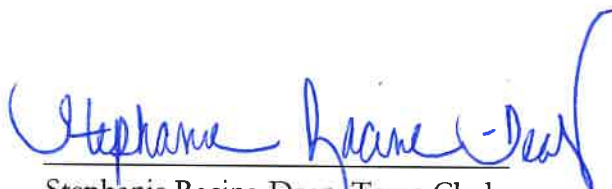
Chief Yates reported prior to tonight's Board Meeting, the Cecil County Board of Education presented a Proclamation to the North East Police Department for National Police Week.

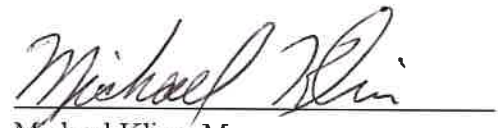
-ADJOURNMENT-

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 7:58 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Michael Kline, Mayor