

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

August 9, 2023

The Town Meeting was called to order by Vice Mayor Kelly Benson at 7:00 P.M. Present were Commissioners Catherine Bernard-Dutton, Hilary Crothers-Moore and Raymond Mitchell. Also present were Police Chief Stephen Yates, Melissa B. Cook-MacKenzie and Town Clerk Stephanie Racine-Dean. Absent from tonight's meeting, Mayor Michael Kline

A moment of silence was observed.

-APPROVAL OF MINUTES-

The minutes for the July 26, 2023 meeting, were not approved due to the lack of quorum which would be determined by the Commissioners that were in attendance at the last board meeting.

-OATH OF OFFICE-

None

-PUBLIC HEARING-

None

-APPOINTMENTS-

None

-GUESTS-

None

-PUBLIC COMMENT-

None

Town Board Approved Minutes August 23, 2023

-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

None

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

None

-REPORTS-

Vice Mayor Benson

Vice Mayor Benson reported he attended the National Night Out on Tuesday, August 1, 2023 at the North East Community Park.

Commissioner Bernard-Dutton

Commissioner Bernard-Dutton reported she attended the Cecil County Fair on Wednesday, July 26, 2023. Commissioner Bernard-Dutton represented the Town of North East and entered into the Celebrity Pig Show, which her entry placed sixth place.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the National Night Out on Tuesday, August 1, 2023 at the North East Community Park.

Commissioner Crothers-Moore reported she attended the Planning Commission meeting on Tuesday, August 8, 2023.

Commissioner Mitchell

Commissioner Mitchell reported he attended the National Night Out on Tuesday, August 1, 2023 at the North East Community Park

Town Administrator

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

- North East MOU with Town's Attorney, David Beste, Deborah Cappuccitti, Michelle Crawford, Troy Ecosystems, Maryland Department of Environment (MDE) and Mayor Kline regarding MS4 on Monday, July 31st
- Tia Bowman, LGIT and Town Clerk regarding the open claims still in review, Tuesday, July 1st
- Steven Riley, ENTECH Engineering and Ron Carter, Water Plant Superintendent and Grant Writer, Karen Schaeffer regarding ongoing water projects, Thursday, August 3rd
- Maryland Cruises & Events, LLC Slip Lease Agreement Signing, Friday, August 4th
- Introduction to the Planning Commission regarding the future of Turner Park on Tuesday, August 8, 2023.

Mrs. Cook-MacKenzie reminded the Board, Republic Service will start the delivery of the new trash and recyclable carts starting, Monday, August 14th.

Mrs. Cook-MacKenzie reported a violation letter will be going out within a week to the town's water customers regarding, the H85 (Halo acetic acids). The H85 is a quarterly average which needs to be under 60 (milligrams per liter). Unfortunately, it exceeded to 62.7, on Irishtown Road and Red Toad Road, sampled at 62.4. Mrs. Cook-MacKenzie stated the Water Superintendent, Ron Carter will be fielding the calls.

Assistant Town Administrator

Mr. Handley reported, he has been employed with the Town for six weeks and he is still getting comfortable with his job duties. He has been working on several projects, such as the MS4 Permit, Street Signs and other various projects at the North East Community Park.

Mr. Handley reported, he along with the Mayor, Town Administrator, Police Chief and the Director of Planning, will be attending, Maryland Municipal League (MML) Summer Symposium: Cannabis, Thursday, August 10th. This will be held at the Historic Inns of Annapolis, Calvert House, 58 State Circle, Annapolis, Maryland.

Mr. Handley reported he will be attending a virtual meeting with the Town Administrator, Director of Finance and the Maryland Department of General Services regarding the enrollment, to save money annually, on the town's electricity bill.

-UNFINISHED BUSINESS-

Safe Route to School-Memorandum of Understanding

Mrs. Cook-MacKenzie presented to the Board, at the last board meeting, a Memorandum of Understanding, Safe Route to Schools, between the State Highway Administration of Maryland, Department of Transportation, acting on behalf of the State of Maryland, hereinafter called "MDOT SHA", and the Mayor and Commissioners of the Town of North

After discussion Mrs. Cook-MacKenzie would like this to be tabled until the next meeting, for a vote.

-NEW BUSINESS-

Personnel Matter – Officer Austin Lee, Promotion to Patrolman 1st Class (PFC)

Mrs. Cook-MacKenzie presented to the Board, a Promotion to Patrolman First Class (PFC) for the North East Police Department. Mrs. Cook-Mackenzie stated pursuant to Town policy Officer Austin Lee is eligible to be promoted to the rank of Patrolman First Class (PFC) when he reaches his two year anniversary which will be August 24, 2023. Officer Austin Lee has accomplished:

- Graduated from the Maryland Transportation Authority Police Academy on April 28, 2022

- Very productive member of the North East Police Department while working the night shift
- Focuses on Traffic and DUI Enforcement
- One of the top Warrant Servers in the department

A motion to promote Officer Austin Lee PFC with the recommendation from Town Administrator and Chief Yates was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all.

Paverart Company - Town of North East Brick Logo Estimate

Mr. Grant Handley presented to the Board, a company that specializes in various brick designs in attempts to beautify municipalities, memorials, and other venues. The Paverart Company could create the North East Town Logo made out of bricks, for the estimated cost of \$12,000. The logo would be placed directly in front of the North East Town Hall, this would create artwork to enhance and reflect the colors and symbols of our town. This project would coincide with the future Veteran Memorial at the North East Community Park. Mr. Handley stated, this is merely to entertain the board's interest in having this project done in the future only if funding can be secured.

After discussion, the Board is in favor of moving forward with the project, with the exception, the funding is secured.

-MISCELLANEOUS-

None

-APPROPRIATIONS-

R3-02573 EN Engineering LLC – Invoices - Ridgely Forest MPC \$29,775.00

A motion to approve Requisition R3-02573 to EN Engineering LLC for One Year of Invoices to Ridgely Forest MPC in the amount of \$29,775.00 was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all.

Requisition R4-00084 – Local Government Insurance – FY24 Liability Insurance \$75,397.00

A motion to approve Requisition R4-00084 to Local Government Insurance for Fiscal Year 2024 Liability Insurance in the amount of \$75,397.00 was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all.

-BUSINESS FROM THE FLOOR-

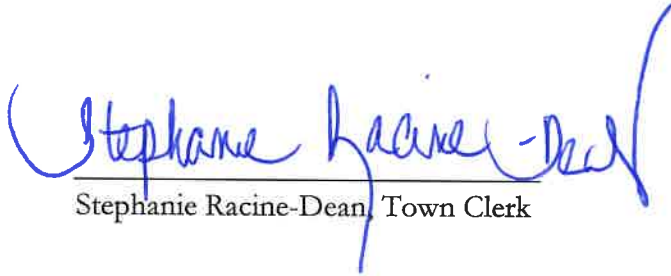
Chief Yates reminded the Board, Unicorn Quest will be held this Saturday, August 12th, starting at 10:00 a.m. and ending at 2:00 p.m.

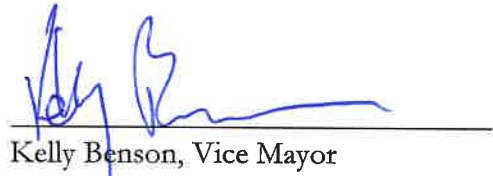
-ADJOURNMENT-

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: 34 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Kelly Benson, Vice Mayor