

MAYOR AND COMMISSIONERS

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

October 11, 2023

The Town Meeting was called to order by Mayor Michael Kline at 7:00 P.M. Present were Commissioners Hilary Crothers-Moore, Kelly Benson and Raymond Mitchell. Also present were Police Chief Stephen Yates, Town Administrator, Melissa B. Cook-MacKenzie, Assistant Town Administrator, Grant Handley and Town Clerk Stephanie Racine-Dean.

A moment of silence was observed.

-OATH OF OFFICE-

None

-PUBLIC HEARING-

Mayor Kline opened the public meeting at 7:00 p.m.

Proposed spending of Coronavirus State and Local Fiscal Recovery Funds received as a result of the American Rescue Plan Act (ARPA). Said funds are proposed to purchase MS4 credits in order to comply with the Town's National Pollution Discharge Elimination System (NPDES)-Small Municipal Separate Storm Sewer Systems (MS4) General Permit (Permit No. 13-IM-5500)

Mr. Handley presented to the Board regarding the Small Municipal Separate Storm Sewer System (MS4) program which was developed by the Environmental Protection Agency (EPA) and subsequently implemented by the Maryland Department of Environment (MDE). This program serves as a vital framework for municipalities to achieve compliance with rigorous stormwater management practices, with the primary goal of preventing the runoff of pollutants into the water sources during rainfall.

Mayor Kline closed the public meeting at 7:38 p.m.

-APPROVAL OF MINUTES-

A motion to approve the minutes of the September 27, 2023 meeting, as presented, was made by Commissioner Mitchell, seconded by Commissioner Crothers-Moore and approved by all. Commissioner Benson abstained due to his absence from the meeting.

Town Board Draft Minutes October 11, 2023

-APPOINTMENTS-

None

-GUESTS-

None

-PUBLIC COMMENT-

None

-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

None

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

None

-REPORTS-

Mayor Kline

Mayor Kline reported she attended the following meetings since the September 27, 2023 Town Board Meeting:

- Met with Preservation Maryland regarding the inspection of the Simcoe Building, commonly known as the Sadoski House, Wednesday, October 4th. Also in attendance, former owner George Lutz, Town Administrator and Assistant Town Administrator.
- Final Public hearing, North East Preserve, North East Library, Thursday, October 5th

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the Planning Commission meeting on Tuesday, October 3rd.

Commissioner Benson

Commissioner Benson reported he was married on Saturday, September 30, 2023 to Ms. Molly Bacon at the St. Mary Anne's Episcopal Church, North East.

Commissioner Mitchell

None

Town Administrator

Mrs. Cook-MacKenzie reported she attended the following meetings since the September 27, 2023 Town Board Meeting:

- Weekly meetings with the Department Heads
- ENTECH, Steve Riley, regarding the dredging of the pond at the Leslie Water Treatment Plant
- Grunge Muffin, regarding the town's website
- Assistant Town Administrator, Grant Handley and Department of Emergency Service (DES) to update the Emergency Response Plan and how to better notifying the residents and businesses regarding pertinent information
- RFP's are due on Monday, October 16th regarding the replacement of the Crouch Pavilion
- Submitted a reimbursement of \$186,000.00 from Maryland Department of Environment (MDE) for the mixer project
- Commander Gene Daley, VFW Post 6027 North East, Monday, October 2nd
- Meeting with Preservation Maryland regarding the inspection of the Simcoe Building, commonly known as the Sadoski House, Wednesday, October 4th. Also in attendance, former owner George Lutz, Mayor Kline and Assistant Town Administrator.
- Final Public hearing, North East Preserve, North East Library, Thursday, October 5th
- Riverwoods Town Hall, regarding Riverwoods Phase 2, Friday, October 6th
- EN Engineering, Chris Mink and KCI Engineering regarding inspections for the Town of North East Water Department
- Emergency appointment for Maintenance Supervisor, Rich Gregg regarding an employee that will possibly be out long term
- Submitted the ethics package to the State of Maryland which certifies the towns Ethics Ordinances and that it is in compliance
- Re-Appointment for the Board of Supervisor Election at the next town board meeting

Assistant Town Administrator

Mr. Handley reported he attended the following meetings since the September 27, 2023 Town Board Meeting:

- Street Sign Project
- Commander Gene Daley, VFW Post 6027 North East, Monday, October 2nd

-UNFINISHED BUSINESS-

None

-NEW BUSINESS-

Maryland Department of Transportation Priorities Letter

Mrs. Cook-MacKenzie presented Maryland Department of Transportation Priorities Letter to Paul J. Wiedefeld, Secretary, Maryland Department of Transportation. The Town of North East outlined the following priorities for consideration and inclusion in the final 2024 Consolidated Transportation Program:

- Paving – North and South Main Street
- Bridge - Maryland Route 7 (West Cecil Avenue/West Old Philadelphia Road)
- Sidewalk – Maryland Route 7 (East Cecil Avenue/East Old Philadelphia Road)
- Sidewalk – US Route 40 (East Side of Maryland Route 40)
- Sidewalk – Mauldin Avenue at Jethro Street
- MARC Train Service
- Traffic Calming – Mauldin Avenue between Thomas Avenue/Maryland Route 7

Commissioner Benson asked if there can be an item added to bullet three. The sidewalk, Maryland Route 7 (East Cecil Avenue/East Old Philadelphia Road). He would like this to include the small area from Main Street to the business of Stop & Go.

A motion to concur to move forward with the Maryland Department of Transportation Priorities Letter with the addition made by Commissioner Benson was made by Mayor Kline and approved by all.

Small Municipal Separate Storm Sewer Systems (MS4) General Permit (Permit No. 13-IM-5500) Credit Acquisition/Memorandum of Agreement

A motion to approve Small Municipal Separate Storm Sewer (MS4) General Permit No. 13-IM-5500 Credit Acquisition/Memorandum of Agreement in the amount of \$270,892.00 was made by Commissioner Benson, seconded by Commissioner Mitchell and approved by all.

-MISCELLANEOUS-

Mrs. Cook-MacKenzie advised the Board, she received a reminder from Maryland Department Environment (MDE) regarding the Maryland Air Quality. Mrs. Cook-MacKenzie stated the town does have to register in order to speak at the Public Hearing which will be held, Tuesday, October 24th. This would be for the project on Route 40, Complete Recycling Group, LLC, 1500 West Pulaski Highway, Elkton.

Mrs. Cook-MacKenzie advised the Board the town's attorney's office, Clower, Parrack & Seaman, 226 East Main Street, Elkton is closing, effective December 31, 2023. Mrs. Cook-MacKenzie stated at the next town's board meeting, a request to officially and formally appoint David A. Beste, Esq. will be on the agenda.

Mrs. Cook-MacKenzie advised at the next town board meeting she will be reporting the full list of projects the town staff is working on.

-APPROPRIATIONS-

Budget Amendment 2024-003

A motion to approve Budget Amendment 2024-003 was made by Commissioner Mitchell, seconded by Commissioner Benson and approved by all.

-BUSINESS FROM THE FLOOR-

Ms. Katherine Jamison, 122 South Main Street, North East owner of Silver & Sassy requested the town and local businesses to work together to put a protocol in place on how to stay informed with an emergency situation that occurs within the corporate limits. After discussion, Chief Yates stated he would contact the Department of Emergency Services to request a step by step on signing up for their, “CodeRED” that they have in place for the county.

-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 8:21 p.m.

Respectfully submitted,

ATTEST:

Stephanie Racine-Dean, Town Clerk

Michael Kline, Mayor