

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

November 8, 2023

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

A moment of silence was observed.

-APPROVAL OF MINUTES-

Mayor Kline tabled the approval of the minutes for October 25, 2023 as presented due to the absence of Commissioner Crothers-Moore. These minutes will be presented and approved on Wednesday, November 29, 2023.

-OATH OF OFFICE-

None

-PUBLIC HEARING-

None

-APPOINTMENTS-

None

-GUESTS-

None

-PUBLIC COMMENT-

None

-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

Town Board Approved Minutes January 10, 2024

None

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

None

-REPORTS-

Mayor Kline

Mayor Kline reported he attended the following meetings since the October 25, 2023 Town Board Meeting:

- Maryland Municipal League Cecil/Harford Quarterly meeting, Thursday, October 26th at the Donaldson Brown Center
- ENERWA, Monday, October 30th
- Maryland Department of Transportation (MDOT), Tuesday, October 31st
- Ship Wrecked Event, Tuesday, October 31st

Commissioner Bernard-Dutton

None

Commissioner Benson

None

Town Administrator

Mrs. Cook-MacKenzie reported she attended the following meetings since the October 25, 2023 Town Board Meeting:

- Individual Department Head meetings
- Attorney, David Beste regarding several items per the Mayor's request
- Maryland Department of Transportation (MDOT), Tuesday, October 31st
- North East Isles resident regarding the Preserve and the ongoing project
- Circuit Rider, Karen Schaeffer on several on-going projects and Vonnie Stemen, Director of Finance regarding the Salary Rate Study
- Cecil County Christmas Parade is moving forward and the applications are being received. Town staff will be sending out letters to the business's and residence regarding street closures and times
- Board of Supervisors of Elections meeting, November 2nd
- Signed 12 permits for the Planning & Zoning Office while the Director was on vacation
- Weiner Associates along with the Department Head's regarding benefits that are available to the town and staff

Mayor Kline asked when the Salary Rate Study will be going out. Mrs. Cook-MacKenzie advised after the upcoming parade.

Assistant Town Administrator

Mr. Handley reported he attended the following meetings since the October 25, 2023: Town Board Meeting:

- Veterans Day Legacy Brick Fundraiser is officially live. Last week a flyer was sent to the Board on how to purchase an engraved brick and sharing of the flyer would be appreciated.
- Met with Thomas Hogate, President of the Veterans Outreach Ministries to discuss placing an advertisement for the Veterans Day Legacy Brick Fundraiser.
- Street sign replacement project is moving forward. Signs are being refurbished from the contractor. All supplies are located at the storage container at the old maintenance shop. State Highway has no issues with the sign replacement or installation
- Honored to be a guest speaker at the North East Middle School. I taught several classes the importance of stormwater management and demonstrated through a model that was provided by ENERWA. Mr. Handley stated he will have pictures to share in the near future
- ENERWA, Monday, October 30th
- Enjoyed being a Mascot at the ShipWrecked Event held here in town, Tuesday October 31st
- Maryland Municipal League Cecil/Harford Quarterly meeting, Thursday, October 26 at the Donaldson Brown Center

Mayor Kline asked for the Assistant Town Administrator to elaborate to the Board what was presented to ENERWA regarding the inspections for the town's Stormwater Management in the future.

-UNFINISHED BUSINESS-

None

-NEW BUSINESS-

Rave Mobile Safety & On Solve: Alert System Companies

Mrs. Cook-MacKenzie presented to the Board two proposals from Rave Mobile Safety, 492 Old Connecticut Path, Framingham, Massachusetts and One Solve, 6240 Avalon Boulevard, Alpharetta, Georgia. Both companies provide alert systems which provide information to residence in real time regarding pressing alerts such as water main outages, flood risks, road closures and additional information.

After discussion, Mayor Kline and the Board would like a presentation regarding the operation of the Alert System prior of approval. Mrs. Cook-MacKenzie stated if the Board has any questions prior of the presentation, please refer them to the Assistant Town Administrator.

Bid Award 2023-10-01 Recommendation: North East Community Park Pavilion Removal and Replacement

Mrs. Cook-MacKenzie presented to the Board, Bid Award 2023-10-01 Recommendation, North East Community Park Pavilion Removal and Replacement of a 30' x 60' pavilion. Mrs. Cook-MacKenzie advised the Board, the town received a proposal from AUI, INC., 1600 West Pulaski Highway, Elkton, Maryland in the amount of \$36,500.00.

After discussion, Mayor Kline would like to table this item until the next scheduled Board meeting due to quorum at tonight's meeting.

-MISCELLANEOUS-

Mrs. Cook-MacKenzie asked the Board if they would consider giving the staff off the day after Thanksgiving. After discussion, the Board gave a consensus giving town staff off Friday, November 24th.

Mrs. Cook-MacKenzie asked the Board if they would like to consider re-scheduling the Board meeting, Wednesday, November 22, 2023 due to the Thanksgiving Holiday. After discussion, it was agreed to move the meeting to Wednesday, November 29th.

Chief Yates advised the Board, Frank Muller Jr. passed away Tuesday, November 7, 2023. Visitation will be held on Thursday, November 9, 2023 at the Singerly Fire Station from 2:00 pm until 4:00 pm & 6:00 pm until 8:00 pm. Funeral Services will be Friday, November 10, 2023 beginning at 10:00 am prior of the services commencing at 11:00 am.

-APPROPRIATIONS-

None

-BUSINESS FROM THE FLOOR-

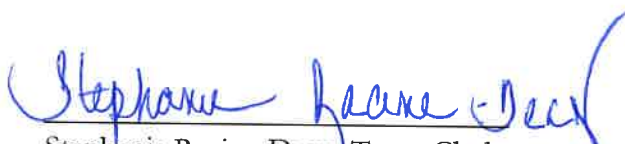
None

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Benson, seconded by Commissioner Bernard-Dutton and approved by all. The meeting adjourned at 8:05 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Michael Kline, Mayor