

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

December 13, 2023

The Town Meeting was called to order by Mayor Michael Kline at 6:57 P.M. Present were Commissioners Crothers-Moore, Raymond Mitchell 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 Bernard-Dutton was absent from tonight's meeting.

A moment of silence was observed.

-APPROVAL OF MINUTES-

Mayor Kline tabled the approval of the minutes for November 8, 2023 as presented, due to the absence of Commissioner Bernard-Dutton. The minutes will be presented and approved on Wednesday, December 27, 2023.

A motion to approve the minutes of the November 29, 2023 meeting, as presented, was made by Commissioner Crothers-Moore, seconded by Commissioner Mitchell and approved by all. Commissioners Benson abstained due to his absence from the meeting.

-OATH OF OFFICE-

None

-PUBLIC HEARING-

None

-APPOINTMENTS-

None

-GUESTS-

Mr. Brandon Killen, Mid-Market Sales Representative – Rave Mobile Safety Presentation

Mr. Brandon Killen, Mid-Market Sales Representative, Rave Mobile Safety gave a presentation regarding the effect their product provides for their customers. Rave Mobile Safety gives leading critical communication and collaboration platform trusted to help save lives. Rave

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connects their customers to other organizations and those you protect by providing innovative solutions to prepare better, response faster and communicate more effectively during emergencies, in crisis situations, or for planned events.

-PUBLIC COMMENT-

None

-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

None

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

Ordinance 2023-11-01: Maryland Water Infrastructure Financing Administration Loan. Maximum Principal amount of \$559,710

A motion to approve Ordinance 2023-11-01, Maryland Water Infrastructure Financing Administration Loan for the Maximum Principle amount of \$559,710, was made by Commissioner Benson, seconded by Commissioner Mitchell and approved by all.

-REPORTS-

Mayor Kline

Mayor Kline reported he attended the following meetings since the November 29, 2023 Town Board Meeting:

- Cecil County Christmas Parade, Saturday, December 2nd. Mayor Kline also thanked the volunteers and town staff for their continued dedication to make this a wonderful event.
- Attended an Annexation Committee meeting, Wednesday, December 6th along with town staff and Vice Mayor Benson

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she volunteered to help at the Cecil County Christmas Parade, Saturday, December 2nd.

Commissioner Crothers-Moore reported she attended the Planning Commission meeting, Tuesday, December 5th. Discussed was the pulmonary cross dock at the North East Commons, I-95 and the expansion of the Teen Help Program.

Commissioner Benson

Commissioner Benson thanked the town staff for their continued dedication to make the Cecil County Christmas Parade a wonderful event.

Commissioner Benson reported he attended the Annexation Committee meeting, Wednesday, December 6th along with town staff and Mayor Kline.

Commissioner Mitchell

Commissioner Mitchell thanked the town staff for their continued dedication to make the Cecil County Christmas Parade a wonderful event.

Town Administrator

Mrs. Cook-MacKenzie reported she attended the following meetings since the November 29, 2023 Town Board Meeting:

- Cecil County Christmas Parade, Saturday, December 2nd
- Annexation Committee meeting, Wednesday, December 6th along with town staff and Mayor Kline
- Individual Department Head meetings
- Meeting with the Contractor regarding the playground equipment at the North East Community Park
- Lindsey Rader Esquire, Funk & Bolton regarding the bond
- Vonnie Stemen, Director of Finance regarding ARPA Funds Workshop which will be Wednesday, December 27th, prior to the board meeting
- Cecil Can Group (CAN) , Tuesday, December 12th

Assistant Town Administrator

Mr. Handley reported he attended the following meetings since the November 29, 2023: Town Board Meeting:

- The Street Replacement Project is very close to commencing, we are determining “zones” now
- Had the honor of attending and assisting in his first Cecil County Christmas Parade which was very enjoyable
- Employees from Port Deposit, Elkton, Chesapeake City, Charlestown, and Cecil County joined our North East Maintenance Department.
The Town of North East hosted Miss Utility to provide safety and ticketing training for all 811 digs on December 5th.
- Annexation Committee meeting on December 6th, at the next Town Board meeting, I hope to bring a PowerPoint Presentation
- Please promote the legacy bricks. I am working with the Cecil Whig to run advertisements and a story to better promote the project
- Assisting in other projects as needed.

-UNFINISHED BUSINESS-

Rave Mobile Safety – Contract

A motion to approve the Rave Mobile Safety Contract was made by Commissioner Benson, seconded by Commissioner Crothers-Moore and approved by all.

-NEW BUSINESS-

Mrs. Cook-MacKenzie presented to the Board, 2 Deeds of Conveyance for Water Mains:

- 123 Peninsula Drive, North East, HUM 1, LLC.
- 394 Baron Road, North East, HUM 2, LLC.

A motion to approve 2 Deeds of Conveyance for Water Mains, 123 Peninsula Drive and 394 Baron Road, North East with the recommendation by the Planning and Zoning Office was made by Commissioner Mitchell, seconded by Commissioner Benson and approved by all.

-MISCELLANEOUS-

Personnel Matter – Promotion: North East Police Department

Mrs. Cook-MacKenzie presented to the Board, a Promotion, Master Patrolman, Michael Long to Corporal, with a 3 percent increase in pay retroactive, starting Friday, December 1st, 2023.

A motion to approved the Promotion of Master Patrolman, Michael Long to Corporal with the recommendation by the Town Administrator and Police Chief was made by Commissioner Mitchell seconded by Commissioner Benson and approved by all.

Appointment to Board of Appeals

Mrs. Cook-MacKenzie introduced to the Board a candidate for the Board of Appeals Mr. Neal DeMatt, 23 East Thomas Avenue, North East. Mr. DeMatt is a licensed Real Estate Agent for Integrity Realty in North East.

After discussion, Mayor Kline would like to postpone the appointment for Mr. Neal DeMatt until the other candidates that submitted their application is available to be appointed.

-APPROPRIATIONS-

None

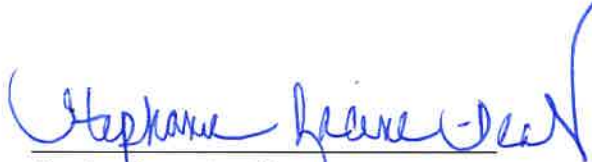
-BUSINESS FROM THE FLOOR-

None


-ADJOURNMENT-

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

Respectfully submitted,


Stephanie Racine-Dean, Town Clerk

ATTEST:


Michael Kline, Mayor