

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

January 10, 2024

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, 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-

Mayor Kline administered the Oath of Office to Neil DeMatt, he was appointed to the North East Planning Commission on December 27, 2023. His term expires in November 2025 (mid-term appointment).

Mayor Kline administered the Oath of Office to Russell Polo, he was appointed to the Board of Appeals on December 27, 2023. His term expires in October 2024 (mid-term appointment).

-APPROVAL OF MINUTES-

A motion to approve the minutes of the November 8, 2023 meeting, as presented, was made by Commissioner Benson, seconded by Commissioner Bernard-Dutton and approved by all. Commissioner Crothers-Moore and Commissioner Mitchell abstained due to their absence from the meeting.

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

-PUBLIC HEARING-

None

-APPOINTMENTS-

None

Town Board Approved Minutes January 31, 2024

A motion to appoint Colleen McCandless, 110 East Wallace Avenue, North East: North East Board of Appeals Member #4: for a three year term, expiring on October 8, 2024 (mid-term appointment) was made by Commissioner Benson. The motion was seconded by Commissioner Bernard-Dutton and approved by all.

-GUESTS-

None

-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 December 27, 2023 Town Board Meeting:

- January 9th met with town staff and County officials on future traffic in and around the Town of North East

Mayor Kline entered into the record the Oath of Office he administered to the Town Clerk, Stephanie Racine-Dean on Thursday, January 4th.

Commissioner Bernard-Dutton

None

Commissioner Crothers-Moore

None

Commissioner Benson

Commissioner Benson reported he attended a meeting along with the Mayor, town staff and County officials on future traffic in and around the Town of North East, Tuesday, January 9th.

Commissioner Benson reported he has spoken to Sandy Turner, Director of Cecil County Tourism and Melissa Cook-MacKenzie, Town Administrator regarding the "Cecil Nights" "Winter Lights" Wagon/Carriage Rides.

Commissioner Mitchell

None

Town Administrator

Mrs. Cook-MacKenzie entered into the record her reports since the December 27, 2023, Town Board meeting. These are current projects and proposed future projects that were discussed at tonight's ARPA Workshop, which was held at 5:30 pm., prior of tonight's meeting.

Mrs. Cook-MacKenzie reported after conversation with Sandy Turner, Director of Cecil County Tourism and Commissioner Benson, the wagon ride that is scheduled for this Saturday, January 13th will be rescheduled. Unfortunately, the storm yesterday and through the evening put the North East Community Park under water, caused debris on the access road and electrical issues that need to be addressed prior to the park being reopened to the public.

Mrs. Cook-MacKenzie reported there will be an emergency appointment request for the North East Maintenance Department due to staffing.

Mrs. Cook-MacKenzie thanked Chief Yates for his due diligence in keeping town staff informed regarding the storm which occurred, Tuesday, January 8, 2024. Mrs. Cook-MacKenzie also thanked the Maintenance Department for helping Sandy Turner, Director of Cecil County Tourism for assisting to remove items from the basement of the Cecil County Tourism office.

Assistant Town Administrator

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

- The Street Replacement Project has begun in Courts of Mallory. There was a delay due to weather and Contractor illness
- Proceeding forward with the signed 1 year software lease with Rave Mobile Safety
- The Legacy Brick deadline has been extended to Wednesday, January 31st. As of today, there have been 108 bricks sold
- Finalizing edits to the Emergency Response Plan. This will be available for the Board to review and approve within the next month

Mr. Handley wanted to congratulate Chief Yates who was named Second Vice President from the Maryland Chiefs Association. In the year 2025 he will become the first Police Chief of Cecil County to become President.

-UNFINISHED BUSINESS-

Mrs. Cook-MacKenzie reported the loan closing of the North East MWIFA's Bond in the amount of \$559,000 for the mixer project was successful today through Funk & Bolton, 100 Light Street Suite 1400 Baltimore, Maryland.

Mrs. Cook-MacKenzie reported for the record, she received a revised Memorandum of Understanding (MOU) from the Maryland Department of Transportation (MDOT) for the Jethro Street sidewalk installation project. After discussion with the Mayor, Vice Mayor, Director of Planning and Assistant Town Administrator it has been determined to decline the project proposal at this time. Mayor Kline sent a letter from the town and stated we are not in a position to sign the MOU and thanked the Maryland Department of Transportation for the opportunity.

-NEW BUSINESS-

SCADA Water Agreement between Allied and Town of North East

Mrs. Cook-MacKenzie presented to the Board the SCADA Water Agreement. She stated if the Board has any comments prior of the next town Board Meeting, please let her know. She has a meeting with town's attorney on Monday, January 15th to get this agreement executed and move forward.

-MISCELLANEOUS-

Mrs. Cook-MacKenzie reminded the Board there will be a Planning Commission meeting on Wednesday, January 17, 2024 at 5:00 pm regarding the traffic impact for Chesapeake Club Development, located south of Irishtown Road, east of Maryland 272.

Mrs. Cook-MacKenzie wanted to thank Commissioner Mitchell for noticing an error on one of the Oath of Office that was administered earlier this evening. For the record, this will be corrected for Neal DeMatt to reflect the change to say Planning Commission. New documents will be provided for new signatures.

-APPROPRIATIONS-

None

-BUSINESS FROM THE FLOOR-

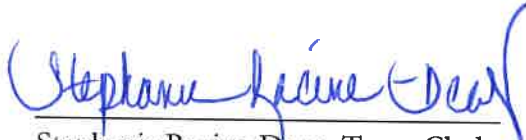
None

-ADJOURNMENT-


With there being no further business to discuss, a motion to adjourn was made by Commissioner Mitchell, seconded by Commissioner Bernard-Dutton and approved by all. The meeting adjourned at 7:25 p.m.

Town Board Approved Minutes January 31, 2024

Respectfully submitted,


Stephanie Racine-Dean, Town Clerk

ATTEST:


Michael Kline, Mayor