

MAYOR AND COMMISSIONERS

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

June 26, 2024

The Town Meeting was called to order by Mayor Kelly Benson at 7:00 P.M. Present were Commissioners Catherine Bernard-Dutton, Hilary Crothers-Moore and Kim Davis. Also present were Town's Attorney David Beste Esq., Police Chief Stephen Yates, Maintenance Supervisor Richard Gregg, Water Superintendent Ron Carter, Director of Finance Vonnie Stemen, Director of Planning and Zoning Betsy Vennell, Assistant Town Administrator Grant Handley and Town Clerk Stephanie Racine-Dean. Absent from tonight's meeting, Town Administrator Melissa Cook-MacKenzie.

A moment of silence was observed.

-APPROVAL OF MINUTES-

A motion to approve the minutes of the June 12, 2024 meeting, as presented, was made by Commissioner Davis, seconded by Commissioner Crothers-Moore and approved by all. Commissioner Bernard-Dutton abstained due to her absence from the June 12, 2024 meeting.

-APPOINTMENTS & OATH OF OFFICE-

None

-PUBLIC COMMENT-

Russell Polo, 2 North Main Street, North East requested for the Board to place a hold on the Town Hall Roof Project – ARPA. Requisition R4-02422 to Garland/DBS Inc. until further discussion is made, regarding the price of the project in the amount of \$216,955.00.

-GUESTS-

Voices of Hope re: Coat Presentation

Chief Yates presented to Aaron Wright, Voices of Hope Peer Recovery Specialist several three season coats for their staff. These were bought with the funds the Town received from the Opioid Settlement. Other items were also purchased, such as DARE booklets and gloves. Chief Yates wanted to thank Voices of Hope staff for their dedication to the town and the community.

Town Board Approved Minutes July 24, 2024

-INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

None

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

None

-REPORTS-

Mayor Benson

Mayor Benson reported he attended the following meetings since the June 12, 2024 Town Board Meeting:

- Flag Day, Friday, June 14th
- Various meetings, June 19th and June 26th with town staff
- Congratulated the Assistant Town Administrator on his 1 year Anniversary with the Town

Commissioner Bernard-Dutton

Commissioner Bernard-Dutton reported she attended the Maryland Municipal League Summer Conference which was held the week of June 23, 2024 in Ocean City, Maryland.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended Flag Day, Friday, June 14th, 2024 at the North East Community Park.

Commissioner Crothers-Moore reported she had a virtual ZOOM training meeting, Wednesday, June 26th for the Planning Commission which was held at the Maryland Municipal League Summer Conference.

Commissioner Davis

Commissioner Davis reported she attended the following meetings since the June 12, 2024 Town Board Meeting:

- Attended 2nd Fridays on June 14th, 2024 in the Town of North East
- Attended Flag Day later in the evening at the North East Community Park.
- Spoke with Dawn Rodenbaugh, Neighborhood Youth Panel Program Administrator and expressed, she would like to volunteer on the panel.
- R.S.V.P to the Town Clerk for the Harford-Cecil Chapter of the Maryland Municipal League Dinner on Thursday, July 11th

Assistant Town Administrator

Mr. Grant Handley reported he attended the following meetings since the June 12, 2024 Town Board Meeting:

- Flag Day, Friday, June 14th

Town Board Approved Minutes July 24, 2024

- Cecil County Wade-In, Saturday, June 15th
- Decorative polls for South Main Street are in progress. The contractor will be in town Thursday, June 27th and Friday, June 28th
- Renovations to the public outside restrooms at Town Hall is underway. They will be working on one at a time with making the open restroom a gender-neutral
- Crouch Pavilion should be completed by the Cecil County Salute to Veterans event on Wednesday, July 3rd
- Volunteering to be a Reading Buddie for the Cecil County Public Library
- Settled on 105 Water Street on Friday, June 21st
- MS4 Consultant search has begun, the town's previous consultant was Soltesz LLC
- Lums Road is now getting engineered due to a broken pipe/culvert. Once a construction proposal is received, it will be shared with the Board
- Attended the Maryland Municipal League Summer Conference which was held the week of June 23, 2024 in Ocean City, Maryland

Grant Handley wanted to thank the Board, Department Heads and the Town Administrator with their continued support and mentoring during his first year of employment with the Town.

Director of Finance

Mrs. Stemen entered in the record the list of payments issued since the last Board Meeting. In addition Mrs. Stemen reported the following:

- Statement of Revenue and Expenditures ending 5.1.24 to 5.31.24
- General Fund Balance Sheet as of 5.31.24

Director of Planning and Zoning

Mrs. Vennell entered into the record the May 2024 Planning and Zoning Monthly report. In addition, Mrs. Vennell reported the following:

- Major Facility \$28,000.00
- Connection Fees \$15,150.00
- Occupancy Permit Issued
- 5 Deck Permits
- 2 Sign Permits
- 3 New Home Construction – Ridgeley Forest
- Ridgeley Forest Total Occupancies – 537
- Code of Ordinance Violations – 32 friendly reminders

Maintenance Supervisor

Mr. Gregg entered into the record the May 2024 Monthly Report for the Town of North East Maintenance Department. In addition, Mr. Gregg reported the following:

- Municipal parking lot was paved and stripped
- Curbing and sidewalk at the N.E.F.C. is almost completed
- Bathrooms have been completed at the North East Community Park

- Staffing has been an issue at the Maintenance Department due to vacations and sick leave

Chief of Police

Chief Yates entered into the record the May 2024 Crime and Traffic Breakdown Report for the North East Police Department. In addition, Chief Yates reported the following:

- All Police Officers completed their Spring Firearms in the month of May
- Attended Flag Day, Friday, June 14th
- Judging a Pretty Baby Contest at the Cecil County Fair starting July 19th
- AUI has purchased the old Patriot Fire Works Plant off Philadelphia Road. This will be turned into a training center for their use along with a shooting range. Chief Yates stated this facility has been offered to law enforcement for their use, once the renovations are completed

Chief Yates reported he attended the Maryland Municipal League Summer Conference which was held the week of June 23, 2024 in Ocean City, Maryland.

Water Plant Superintendent

Mr. Carter entered into the record the May 2024 Monthly Report for the North East Rolling Mill and Leslie Water Plants. In addition Mr. Carter reported the following.

Mr. Carter wanted to give an update on the Irishtown Tank Mixer regarding the Total Trihalomethanes (TTHMs) and Rejuvenating Hydrator (HA5's). Allied completed their monthly monitoring, the incoming electric is fine. KAPPA, the distributor of the pump and motor will contact the maker/supplier IXMO. Mr. Carter was advised by the distributor that they will be replacing the SN3 with the SN5 at no charge. Mr. Carter states they are now waiting to hear from Destine regarding the replacement of wiring and the cost.

Assistant Town Administrator Grant Handley stated, during the Maryland Municipal League Conference he spoke with Senators Chris Von Hollen's Office regarding a grant request for the Rolling Mill Pumping Station that was submitted. They advised the grant has made it through phase one of funding and the project would be 1.9 million awarded.

-UNFINISHED BUSINESS-

Freedom Development, LLC: Stonebridge Community, 33 Single Family Lots

Town's Attorney David Beste Esq., gave a brief history of the Stonebridge Community at tonight's Board meeting. Mr. Jeff Riley, Freedom Development, LLC who is in attendance at tonight's meeting came as a guest and spoke to the Board on Wednesday, February 28, 2024. The parcel is off Bethel Church Road and the property was purchased in the year, 2020. The property received final subdivision approval in the early 2000, in the agreement, these properties would be serviced by public sewer and private wells. The ground appropriation permits have been kept up to date for the private wells up until the year 2018. The applications have now expired, Freedom Development LLC, was informed the property is now reflecting

Town Board Approved Minutes July 24, 2024

in the Cecil County Master Water Plan. This would now require public service for water and they are requesting at this time, the Board's consideration for interim wells for the 33 single family homes at the Community of Stonebridge. It was agreed by the Board at the meeting, February 28, 2024 they would consider Freedom Development LLC request after they consult with the town staff and the town's counsel.

After tonight's recommendation from the Town's Attorney, Board and Town Staff, it was agreed to stand by the current operating process. The Stonebridge Community Subdivision will be severed with water provided by the Town of North East.

A motion to deny the request of the Interim Wells for 33 Single Family Homes at the Stoneridge Community was made by Commissioner Bernard-Dutton, seconded by Commissioner Davis and approved by all.

-NEW BUSINESS-

None

-MISCELLANEOUS-

None

-APPROPRIATIONS-

R4-02422 Garland/DBS, Inc. - \$216,955 - Town Hall Roof – ARPA

Mayor Benson is requesting Requisition R4-02422 to Garland/DBS, Inc. for the Town Hall Roof in the amount of \$216,955.00, be tabled until further review from the town's Administration Office regarding the price of the project.

Requisition R4-02498 - Chapman Ford of Horsham - \$59,123 - NEPD 2024 Ford Expedition ARPA

A motion to approve Requisition R4-02498 to Chapman Ford of Horsham for the North East Police Department 2024 Ford Expedition in the amount of \$59,123.00 was made by Commissioner Davis, seconded by Commissioner Crothers-Moore and approved by all.

Requisition R4-02534 - Axon Enterprises, Inc. - \$70,741.60 - NEPD 14 Tasers - ARPA

A motion to approve Requisition R4-02234 to Axon Enterprises, Inc. for the North East Police Department, 14 Tasers in the amount of \$70,741.00 was made by Commissioner Crothers-Moore, seconded by Commissioner Bernard-Dutton and approved by all.

Requisition R4-02555 - T & A Paving - \$34,300 - Leslie Water Treatment Plant Parking Lot Milled & Repaved – ARPA

A motion to approve Requisition R4-02555 to T & A paving, for the Leslie Water Treatment Plant Parking Lot in the amount of \$34,300.00 was made by Commissioner Davis, seconded by Commissioner Crothers-Moore and approved by all.

Requisition R4-02573 - Gordian Group, Inc. - \$51,253.89 - Town Hall Office Renovation - ARPA

A motion to approve Requisition R4-02573 to Gordian Group, Inc., for the Town Hall Office Renovation in the amount of \$51,253.89 was made by Commissioner Bernard-Dutton, seconded by Commissioner Davis and approved by all.

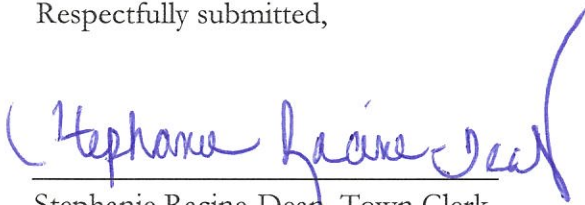
-BUSINESS FROM THE FLOOR-

Neil DeMatt, 23 East Thomas Avenue wanted to thank the Board for the opportunity for letting him attend the Maryland Municipal League Summer Conference in Ocean City. He is a member of the Town's Planning Commission.

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Davis, seconded by Commissioner Crothers-Moore and approved by all. The meeting adjourned at 7:50 p.m.

Respectfully submitted,


Stephanie Racine-Dean, Town Clerk

ATTEST:


Kelly A. Benson, Mayor