

MAYOR AND COMMISSIONERS

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

August 14, 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 Kimberly Davis. Also present were Police Chief Stephen Yates, Town Administrator Melissa Cook-MacKenzie, Assistant Town Administrator Grant Handley and Town Clerk Stephanie Racine-Dean.

A moment of silence was observed.

-OATH OF OFFICE-

Mayor Benson administered the Oath of Office to Patrol Officer, Hunter M. Heinecke as the newest member of the North East Police Department.

-APPROVAL OF MINUTES-

A motion to approve the minutes of the July 31, 2024 meeting, as presented, was made by Commissioner Crothers-Moore, seconded by Commissioner Bernard-Dutton and approved by all.

APPOINTMENTS & OATH OF OFFICE-

None

-PUBLIC HEARING-

None

-APPOINTMENTS-

None

-GUESTS-

Mr. Thomas Hogate, President of Veterans Outreach Ministries (VOM)

Mr. Thomas Hogate, President & Board Chair of Veterans Outreach Ministries gave a presentation on the history of VOM which was started in 2014.

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Their Mission Statement:

Veteran's Outreach Ministries' mission program is to empower veterans and their families through a Christ centered ministry. By using prayer, bible study, fellowship and worship, they reach out to all veterans to come together with other veterans and their families asking our Lord, Jesus Christ, to heal them from their pain, both emotional and physical, and find peace in Him.

Purpose:

Reach out to all veterans and their families and plant the seed to find salvation via physical, emotional, and spiritual healing by belief that all things are possible through God our Father.

Mr. Thomas Hogate thanked the Assistant Town Administrator, Grant Handley for all his hard work on the Legacy Brick Fundraiser and the support he has given to Veterans Outreach Ministries (VOM).

-PUBLIC COMMENT-

None

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 July 31, 2024, Town Board Meeting: On Wednesday 7th:

- Met with the Town Administrator, Assistant Town Administrator and the prior Director of the Economic Development of Cecil County, Mr. Chris Moyer regarding the future of the Town of North East
- Had a discussion regarding a Bike Ways grant the town applied for. Mayor Benson is happy to report, he and town staff are very optimistic in receiving the grant
- Had a phone meeting with the town's auditors, CliftonLarsonAllen regarding the Annual Audit
- Met with Clyde VanDyke, Director of Parks and Recreation of Cecil County along with town staff regarding Tuner Park
- Took a tour at the Old Town Hall Lock-Up
- Met with Garland/DBS, Inc. regarding the Town Hall Roof

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Commissioner Bernard-Dutton

None

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended National Night Out 2024, Tuesday, August 6, 2024.

Commissioner Davis

Commissioner Davis reported she attended the following since the July 31, 2024

Town Board Meeting:

- Attended National Night Out 2024, Tuesday, August 6th
- Attended Escape to Margaritaville at the Milburn Music Theatre Sunday, August 11th
- Attended the Employee Luncheon, Tuesday, August 13th at Town Hall and met with the Assistant Town Administrator regarding the board meeting on July 31st

Town Administrator

Mrs. Cook-MacKenzie entered into the record her reports since the July 31, 2024, Town Board meeting:

- Weekly Department Head
- Weekly meeting with the Assistant Town Administrator, Grant Writer, Town Clerk and Clerk
- Prepared a letter to the Attorney General's Office from the Town regarding Claims of False Act, which the town is in compliance this year
- Participated in a meeting with Allied Control, this is the company that is handling the SCADA Project and they are trying to get a grant from the Environmental Protection Agency (EPA).
- Met with the President of the North East Fire Company, William Streaker regarding finance options for a new building
- Town staff met with the Maryland Department of Transportation and the Chesapeake Center regarding water leaks
- Met with Riverwoods Developer regarding Phase 2, which is 42 units
- Prior Director of the Economic Development of Cecil County, Mr. Chris Moyer regarding the future of the Town of North East
- Participated in 2 Consultant oral interviews regarding the WILMAPCO Project, the town partnered with Cecil County regarding the traffic study at Maryland 272, Shady Beech Road North East to the light at Cecil College. The committee agreed to Consultant, Wallace Montgomery & Associates
- Bid Openings, North East Police Department Administration Building, 8 bids received
- Towns Engineer, Steve Riley, ENTECH regarding the Powder Activated Carbon Project and the Meter Project
- Participated in the briefing by Department of Emergency Services regarding hurricane Debby

- Final meeting regarding the Comprehensive Plan Consultant to finalize the Survey which will be going out in a few days
- Attended along with town staff a Memorial Service for Kimberly Belcher, who was the prior administration for the Water Superintendent, Ron Carter for 28 years.
- Participated in the Chesapeake Bay Passenger Ferry Study
- Met with Clyde VanDyke, Director of Parks and Recreation of Cecil County along with town staff regarding Tuner Park
- Tour at the Old Town Hall Lock-Up
- Interviewed for 1 Maintenance Department opening along with 2 Water Plant positions, both look very promising
- Attended the Employee Luncheon, Tuesday, August 13th at Town Hall.

Assistant Town Administrator

Mr. Handley entered into the record his reports since the July 31, 2024, Town Board meeting:

Mr. Handley thanked town staff who participated at National Night Out 2024, Tuesday, August 6th.

- Facilitating the office switches with the new Town Hall construction
- Worked on a new MS4 Report and awaiting designs for projects that will yield IACs
- Moved various ARPA projects such as the NEPD Building Renovation, pumping station renovation, and some water projects.
- Wrote aspects of the draft regarding the Comprehensive Plan
- Monitored Tropical Storm Debby with the Town Administrator and Chief Yates
- Various meetings with Department Heads and the Town Administrator on several topics.
- Attended the Employee Luncheon, Tuesday, August 13th at Town Hall.

-UNFINISHED BUSINESS-

None

-NEW BUSINESS-

None

-MISCELLANEOUS-

Mayor Benson wanted to thank town staff for all their continued hard work and support for not only the town but also for our community.

-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 the next town board meeting.

Requisition R4-02713 Landmark Science & Engineering - NE Preserve Environmental Assessments - Funded by 2024 State of Maryland Bond Initiative - \$27,639.71

A motion to approve Requisition R4-02713 to Landmark Science & Engineering for North East Environmental Assessments in the amount of \$27,639.71 was made by Commissioner Davis, seconded by Commissioner Crothers-Moore and approved by all.

Requisition R5-00161 Allied Control Services, Inc. - Replacement of Auma SQ12 Electric Actuator at Leslie WTP Funded by ARPA - \$38,720

A motion to approve Requisition R4-000161 to Allied Control Services, Inc. for Replacement of Auma SQ12 Electric Actuator in the amount of \$33,720.00 was made by Commissioner Crothers-Moore, seconded by Commissioner Davis and approved by all.

-MISCELLANEOUS-

None

-BUSINESS FROM THE FLOOR-

Traffic Control East Cecil Avenue

Paul & Janet Dickson, 121 East Cecil Avenue, North East are requesting assistance with the traffic on East Cecil Avenue. Their concern is with the high speed in front of the North East Middle School along with the children who attend Tot's Landing Child Care Center and their safety.

Mayor Benson thanked Mr. & Mrs. Dickson for coming forward with their concerns to make our community safe for our children and residence. The Town Administrator stated she along with Chief Yates will be in contact with the Maryland Department of State Highway in regards to their concerns. Mayor Benson stated the town will be in contact with them regarding a follow-up.

2nd Friday

Mrs. Jennifer Goldbach, 38 North East Isles North East, Committee Member of 2nd Friday wanted to thank the town along with Director of Planning, Betsy Vennell for their continued support they have given. The last 2 events, have been cancelled and the committee agreed to alternative dates for the events to move forward.

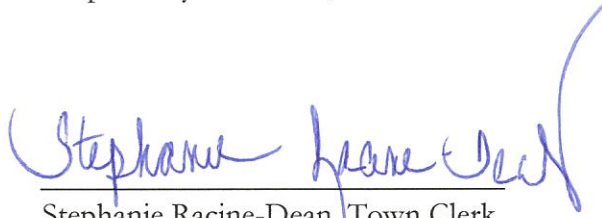
-ADJOURNMENT-

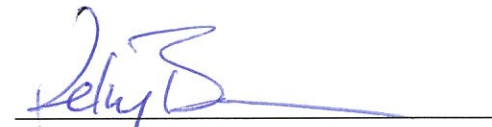
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With there being no further business to discuss, a motion to adjourn was made by Commissioner Davis, seconded by Commissioner Crothers-Moore and approved by all. The meeting adjourned at 7:55 p.m.

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Kelly A. Benson, Mayor