

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

October 9, 2024

The Town Meeting was called to order by Mayor Kelly Benson at 7:00 P.M. Present were Commissioners 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. Absent from tonight's meeting, Commissioner Catherine Bernard-Dutton.

A moment of silence was observed.

-APPROVAL OF MINUTES-

A motion to approve the minutes of the September 25, 2024 meeting, as presented, was made by Commissioner Davis, seconded by Commissioner Crothers-Moore and approved by all.

Mayor Benson wished a very Happy Belated Birthday to Commissioner Crothers-Moore whose birthday was Tuesday, October 8th.

APPOINTMENTS & OATH OF OFFICE-

None

-PUBLIC HEARING-

None

-GUESTS-

None

-PUBLIC COMMENT-

None

INTRODUCTION OF RESOLUTIONS AND ORDINANCES-

Ordinance 2024-10-01 – Amending the Town of North East Code of Ordinances Chapter 2
Town Board Approved Minutes October 23, 2024

Mrs. Cook-MacKenzie presented to the Board, Ordinance No. 2024-10-01 to amend the Code of Ordinances - Chapter 2. Government Organization, Article 5. Economic Development Commission Section 2-502 Composition; Appointment; Terms and Section 2-503 Organization and Procedures for the purpose of amending the maximum number of members to ten, for the purpose of amending the standard term to two (2) years and for the purpose of amending the chairman and vice-chairman shall be appointed by the Mayor and Commissioners.

Mrs. Cook-MacKenzie advised the Board, this is for introduction only, there will be further discussion at the next town board meeting on October 23, 2025.

-ADOPTION OF RESOLUTIONS AND ORDINANCES-

None

-REPORTS-

Mayor Benson

Mayor Benson reported he attended the following meetings since the September 25, 2024 Town Board Meeting:

- October 30th, administered the Oath of Office to Michael Kline who will be serving on the Board of Supervisor of Election
- October 2nd, along with the Assistant Town Administrator attended North East Elementary School Dad's at the Door Event along with various meetings with town staff
- October 9th, WILMAPCO meeting regarding the bike ways grant along with various meetings with town staff on several ongoing projects

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she is supporting the YMCA staff, Elkton by helping them with their budget and donation drive.

Commissioner Davis

Commissioner Davis reported she attended the following since the September 25, 2024 Town Board Meeting:

- Communicating with Town Clerk in regards to volunteering for the Annual Halloween Party, Saturday, October 26th and with Ship Wrecked, Tuesday, October 31st and handing out candy in front of town hall
- Will be attending the Maryland Municipal League Fall Conference, Wednesday, November 6th thru Friday November 8th at the Hyatt Regency, Chesapeake Bay Golf Resort, Cambridge, Maryland.

Town Administrator

Mrs. Cook-MacKenzie entered into the record her reports since the September 25, 2024, Town Board meeting:

- Several meetings with the Assistant Town Administrator regarding several minor upgrades to the North East Community Park
- Met with town staff regarding additional benches to be purchased at the North East Community Park
- Met with the Director of Tourism, Sandy Turner regarding future fishing tournaments in 2025
- Met with town staff and the town's landscaper, Jodi Shivery regarding the North East Community Park regarding future projects and tree inventory
- Met with Rural Water Association along with town staff regarding the Lead and Copper Rule (LCR), established by the EPA, which mandates monitoring and managing lead and copper levels in public water systems
- Several formal and informal meetings regarding Route 272 Project
- Met with a potential customer/client regarding Lot 5, at the North East Commerce Center, Lums Road, North East
- Working with the Director of Planning reviewing, Lots 98, 99 and 100 in North East Isles which are located out on the bluff
- Scoping meeting regarding the Lot next to Pat's Pizza which is being considered for a Texas Roadhouse Restaurant
- Met with Traffic Impact Study group along with Maryland State Highway and town staff regarding the 6 acres, previously known as Gilpin Acres (behind Sunoco) off Route 40
- Proceeding forward with both projects, North East Police Administration Building and Westover Place
- Pre-bid meeting regarding the Powdered Activated Carbon at the Rolling Mill and Leslie Water Treatment Plants
- Working with the Town Clerk regarding 2 banners to be made and displayed on South Main Street for Veterans Day and Shop Local
- Cecil County Christmas Parade applications will be out Friday, October 11th
- Weekly Department Head
- Interviewing a possible candidate for the Water Plant position, Friday, October 11th
- United States Department of Justice denied the town's 1 grant application, that was submitted for 2 positions at the North East Police Department

Assistant Town Administrator

Mr. Handley entered into the record his reports since the September 25, 2024, Town Board meeting:

- Attended the Maryland Department of Transportation's Consolidated Transportation Plan meeting at the County Administrative Building in Elkton to advocate for the town's priorities
- Had several meetings to discuss some minor upgrades to the North East Community Park

- Working with Melissa and the Water Department on compliance reporting
- Tin Siding repair and replacement at Leslie Water Treatment Plant has begun
- October 2nd attended the North East Elementary School Dad's at the Door event
- Town Hall doors are in, currently being painted and will be installed soon
- North East Community Park has new playground signs installed as well

-UNFINISHED BUSINESS-

None

-NEW BUSINESS-

None

-MISCELLANEOUS-

Annual Halloween Party – North East Community Park

Town Clerk reminded the Board, the Town of North East and the North East Chamber of Commerce will be holding the Annual Halloween Party on Saturday, October 26th between the hours of 12:00 – 2:00 with the Costume Contest starting at 1:00.

LGIT – Town of North East Property Insurance

Melissa Cook-MacKenzie gave an update regarding the town's property insurance. Local Government Insurance Trust (LGIT) sent a letter advising they have miscalculated our property insurance. Mrs. Cook-MacKenzie stated some will get refunded and others will have to pay the additional that's requested. There will be further information provided in the next month. This information was given to the Director of Finance for her review.

North East Community Park – Cat Shelter

Mr. Handley gave a brief history of the cat shelters at the North East Community Park. Around August 14, 2024 the Board approved the installation of a fence as well as a new staircase at the Raw Water Pumping Station. The town administration has been approached by a few individuals requesting the creation of winter shelters for the cats at the park. For this to happen, the board would need to approve a waiver of Article 7, Section 4-702, which prohibits the construction of any kind of structure.

The Town has received guidance from the Maryland Department of Health and the American Veterinary Medical Association regarding the establishment of a feral cat colony at North East Community Park. The decision was determined by the following concerns:

- **Health Risks:** Potential spread of diseases, ticks, fleas, and other parasites to park visitors.
- **Legal Liability:** The Town could face legal repercussions if the cats were to attack someone.
- **Property Damage:** Possible damage to Town of North East property.

- **Ecological Disruptions:** Concerns about ecological balance and impacts.

Additionally, Town staff expressed concerns about the presence of feral cats near the raw water pumping station, which is a critical component of the Town's water distribution system.

After discussion, the board agrees with the recommendations of the Maryland Department of Health, the American Veterinary Medical Association, and Town administration. The Town is committed to the welfare of all animals in the community and will begin exploring humane options to address this issue.

-APPROPRIATIONS-

Requisition R5-00510 Allied Control Services, INC. – Portable Generator for use at Leslie Raw Water Pumping Station, Irishtown Booster Station & Razor Strap Booster Station Funded by ARPA - \$136,145

A motion to approve Requisition R5-00510 to Allied Control Services, Inc. for Portable Generator for use at Leslie Raw Water Pumping Station, Irishtown Booster Station & Razor Strap Booster Station in the amount of \$136,145.00 was made by Commissioner Davis, seconded by Commissioner Crothers-Moore and approved by all.

-BUSINESS FROM THE FLOOR-

Chief Yates advised the Board, the North East Police Department will be attending the Spooktacular Event, at the Town of Rising Sun, Saturday, October 12th.

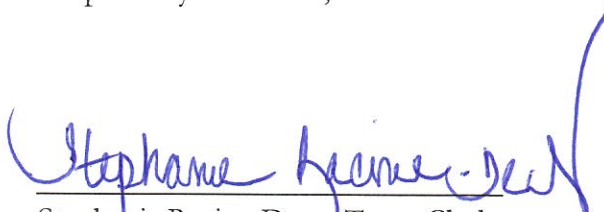
Chris Vanderslice, 203 Walnut Street, North East wanted to thank the town board for addressing the feral cat issue at the North East Community Park.

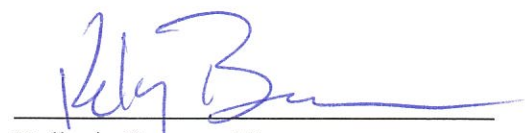
-ADJOURNMENT-

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

Respectfully submitted,

ATTEST:


Stephanie Racine-Dean, Town Clerk


Kelly A. Benson, Mayor