

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

**March 22, 2017**

The Town Meeting was called to order by Mayor Robert F. McKnight at 7:00 P.M. Present were Commissioners Michael Kline, Eric Braley, Hilary Crothers-Moore and Paul Stark. Also present were Police Chief Darrell Hamilton, Maintenance Supervisor Phillip Meekins, Director of Finance and Administration Ken Natale and Head Clerk Stephanie Racine-Dean. Absent from the meeting, Town Administrator Melissa B. Cook-MacKenzie.

The Pledge of Allegiance was recited and a moment of silence was observed.

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of March 8, 2017 was made by Commissioner Kline, seconded by Commissioner Crothers-Moore and approved by all. Commissioners Braley and Stark abstained from voting as they were not present for the March 8, 2017 meeting.

A motion to approve the minutes of March 8, 2017, Water Rate Study Workshop was made by Commissioner Crothers-Moore, seconded by Commissioner Kline and approved by all. Commissioners Braley and Stark abstained from voting as they were not present for the March 8, 2017 meeting.

A motion to approve the minutes of March 15, 2017, Water Rate Study Meeting was made by Commissioner Braley, seconded by Commissioner Crothers-Moore and approved by all. Commissioner Stark abstained from voting as he was not present for the March 15, 2017 meeting.

**-GUESTS-**

None.

**-PUBLIC COMMENT-**

None.

**-INTRODUCTION OF ORDINANCES-**

None.

**-ADOPTION OF RESOLUTION AND ORDINANANCES-**

None.

**-REPORTS-**

Mayor McKnight

None.

Commissioner Stark

None.

Commissioner Crothers-Moore

None.

Commissioner Braley

None.

Commissioner Kline

None.

Director of Finance and Administration, Ken Natale

Mr. Natale presented to board for review the Town of North East General Fund Budget to Actual Report and Enterprise Fund Budget to Actual reports for the months of December 2016 and January 2017. Mr. Natale pointed out the large unfavorable variance due to the Public Safety salaries which was related to an increase of overtime due to illness and injuries within the Police Department.

Mr. Natale reported the General Assembly passed legislation in the house and the senate forgiving the over distribution of the income taxes made by The Comptroller's Office. Once the document is signed by the Governor the Town of North East will not have to repay the more than \$300,000.00 that was over distributed to the Town.

Mr. Natale reported the software conversation is progressing and also observed some of the data that has been download on the system. There will be meetings and training for the new financial accounting, payroll and water billing software over the next two months. Finance and Payroll will go live Monday, May 1, 2017 and Utility Billing on Thursday, June 1, 2017.

Superintendent of the Water Department, Ronald Carter

Mr. Carter gave the February report for both the Rolling Mill and Leslie Water Treatment Plants.

Mr. Carter and Mayor McKnight had discussion this past week in regards to working towards reducing the projected rate increase. This information was provided by Mr. Carter and will be reviewed with Mayor McKnight and the Director of Finance and Administration Kendrick Natale to see how the town can save money.

Commissioner Kline requested to meet with Mr. Carter in regards to the water quality testing for the MS4 Permit and what needs to be completed on the list. Mr. Kline would like to go over the testing with Mr. Carter to see if it is possible the testing can be performed within the town instead of sending all information out to be processed through a third party.

**-UNFINISHED BUSINESS-**

Mayor McKnight met with T-Mobile in regards to a renewal of the lease. There will be more discussion in the future in regards to the stipulations written in the agreement.

Commissioner Kline who is a liaison for the board regarding the MS4 Permit gave the board an update on the permit and its requirements. Mr. Kline is familiar with water quality testing as he is a Member of the Sassafras River Association.

**-NEW BUSINESS-**

None.

**-MISCELLANEOUS-**

Commissioner Braley update the board in regards to the project that will be taking place at his residence, 509 South Main Street North East, Maryland on Monday, April 10, 2017. With the help from the Federal Emergency Management Agency to raise his home out of the Flood Plan.

**-APPROPRIATIONS-**

A motion to approve the invoices presented for payment was made by Commissioner Stark, seconded by Commissioner Kline and approved by all.

**-BUSINESS FROM THE FLOOR-**

Raymond Glassford, 4 North Main Street North East, Maryland. Mr. Glassford expressed his concerns about the Water Rate Study and the increase of the water bills over the next five years. He

suggested several options for the Town of North East to consider before the public hearing Wednesday, April 26, 2017.

**-ADJOURNMENT-**

With there being no further business to discuss, a motion to adjourn was made by Commissioner Braley, seconded by Commissioner Kline and approved by all. The meeting adjourned at 7:17 P.M.

Attest:

Respectfully submitted,

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Robert F. McKnight, Mayor

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Stephanie Racine-Dean, Head Clerk