

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

June 14, 2017

The Town Meeting was called to order by Mayor Robert F. McKnight at 7:30 P.M. Present were Commissioners Eric Braley, Michael Kline, Hilary Crothers-Moore and Paul Stark. Also present were Maintenance Supervisor Phillip Meekins, Director of Finance and Administration Ken Natale Town Administrator Melissa B. Cook-MacKenzie and Town Clerk Stephanie Racine-Dean. Absent from the meeting, Police Chief Darrell Hamilton.

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

-APPROVAL OF MINUTES-

A motion to approve the minutes of May 24, 2017 was made by Commissioner Kline, seconded by Commissioner Stark and approved by all. Commissioner Braley abstained from the voting as he was not present at the June 14, 2017 meeting.

-PUBLIC HEARING-

Annexation Resolution C-2017-05-01-A and Annexation Resolution Plan C-2017-05-02-A Lands of Stavros K., LLC (Tax Map 0025; Parcel 100 – 2305 Pulaski Highway) Pat's Pizzeria.

The public hearing for the annexation resolution and plan was called to order by Mayor McKnight at 7:34 p.m. Mr. Jay Clarence Emery III from the law office, Baker Thomey & Emery who represents Pat's Select and accompanied by, Pat's Pizzeria General Manager Dan Etheredge presented their plan and need for annexation. There being no comment from the public, the Mayor closed the public hearing.

Fiscal Year 2017-2018 General Fund and Water Fund Budgets and Tax Rate

The Public Hearing for the Fiscal Year 2017-2018 General Fund and Water Fund Budgets and Tax Rate was called to order by Mayor McKnight opened the public hearing at 7:39 p.m.

Director of Finance and Administration, Ken Natale, presented the proposed budgets and tax rates. Mr. Natale informed the public the adoption of the budget and tax rates is scheduled for Wednesday, June 28, 2017. There being no comment from the public, Mayor McKnight closed the public hearing at 8:08 p.m.

-GUESTS-

None.

Board Meeting June 28, 2017

-PUBLIC COMMENT-

None.

-APPOINTMENTS-

The Town Administrator informed the Board Ms. Sarah Anderson of 199 Mahogany Drive, is willing to serve as an alternate member of the Board of Appeals. A motion to approve the appointment of Ms. Sarah Anderson as an alternate member of the Board of Appeals, for a term commencing on July 1, 2017 and expiring October 8, 2018 was made Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

Resolution No. C-2017-05-01-A Annexation Resolution / Lands of Stavos K. LLC

A motion to approve the Resolution No. C-2017-05-01-A was made by Commissioner Braley, seconded by Commissioner Kline and approved by all.

Resolution No. C-2017-05-02-A Annexation Resolution Plan / Lands of Stavos K. LLC

A motion to approve the Resolution No. 2017-05-02-A was made by Commissioner Kline, seconded by Commissioner Crothers-Moore and approved by all.

-REPORTS-

Mayor McKnight

Mayor McKnight reported he attended Career Day at the North East Elementary School on Thursday, May 25, 2017.

Mayor McKnight reported he attended Flag Day Wednesday, June 14, 2017 held at the North East Community Park.

Commissioner Stark

Commissioner Stark reported he attended Flag Day Wednesday, June 14, 2017 held at the North East Community Park.

Commissioner Crothers-Moore

None.

Commissioner Braley

Commissioner Braley reported he attended a Planning Commission meeting on Tuesday, June 6, 2017.

Commissioner Kline

None.

Director of Finance and Administration

Mr. Natale reported the software conversation is moving along nicely and the payment portal will be on line within a week and there will be a two point nine conveyance fee.

Town Administrator, Melissa B. Cook-MacKenzie

Mrs. Cook-MacKenzie reported on the various meetings she attended.

-UNFINISHED BUSINESS-

Cecil County Draft Memorandum of Understanding – Water and Sewer Work Group

Mrs. Cook-MacKenzie presented to the board, a document received by Cecil County at the last board meeting, May 24, 2017. Mrs. Cook-MacKenzie asked the board if they had any questions in regards to the document. This is a draft memorandum of understanding draft in regards to developing a water and sewer group. This meeting will be held July 14, 2017, at the County Administration Building.

-NEW BUSINESS-

North East Community Park Presentation

North East Community Park Presentation

Commissioner Braley gave a presentation to the Board about issues he has seen at the North East Community Park he would like to see the Town talk about correcting. Commissioner Braley identified several areas he thinks could be improved such as removal of dead trees, replacement of damaged signs, developing standards for memorials at the park, shore line erosion and clean-up, restroom upgrades, and various other issues. After discussion, the Mayor requested Commissioner Braley prepare a list of items for the Board to discuss at its next meeting. The Board agreed the priority for the Maintenance Department should be getting grass to grow in the field before the Salute to Cecil County Veterans event to be held on June 3. Mr. Meekins stated there will be grass in the field by the event. The Mayor also directed Mr. Meekins to replace the damaged signage immediately.

Cecil County Food and Wine Festival

Mr. Natale advised the town is in receipt of all information needed for the Cecil County Wine Festival and the committee has issued a favorable recommendation for the event to proceed. As the event involves alcohol it requires approval by the board.

A motion to approve the Cecil County Food and Wine Festival was made by Commissioner Kline, seconded by Commissioner Stark and approved by all.

Water Allocation Request – 80 Bay View Road North East, Maryland

Mrs. Cook-MacKenzie presented an Emergency Water Allocation Request, 80 Bay View Road North East, Maryland, for two hundred fifty gallons of water per day.

A motion to approve the Emergency Water Allocation Request was made by Commissioner Braley, seconded by Commissioner Stark, and approved by all.

-MISCELLANEOUS-

Mayor McKnight read an Official Citation from the Maryland House of Delegates Legislative District 35B Cecil and Harford Counties, Teresa E. Reilly. This was presented during the Flag Day Ceremony, Wednesday June 14, 2017.

-APPROPRIATIONS-

A motion to approve Purchase Order R7-10 Allied Control Services, INC. in the amount of \$11,460.00 for the Rebuilding of Water Pumps and Controls on Razor Strap Water was made by Commissioner Braley, seconded by Commissioner Kline and approved by all.

A motion to approve Purchase Order R7-11 Entech Engineering INC. in the amount of \$10,917.43 Engineering Fees on Razor Strap Water Main and other Projects was made by Commissioner Kline, seconded by Commissioner Crothers-Moore and approved by all.

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

-BUSINESS FROM THE FLOOR-

None.

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Crothers-Moore, seconded by Commissioner Stark and approved by all. The meeting adjourned at 8:40 P.M.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk