

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

June 28, 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 Police Chief Darrell Hamilton, Maintenance Supervisor Phillip Meekins, Director of Finance and Administration Ken Natale Town Administrator Melissa B. Cook-MacKenzie and Town Clerk Stephanie Racine-Dean.

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

-APPROVAL OF MINUTES-

A motion to approve the minutes of June 14, 2017 was made by Commissioner Kline seconded by Commissioner Stark and approved by all.

-GUESTS-

Mr. John Ford, Boys & Girls Club of Cecil County

Mr. John Ford, Integrity Real state 121 South Main North East addressed the Board about the merger of the Boys and Girls Clubs of Cecil and Harford Counties. Mr. Ford who is a member of the Board of Directors for the Cecil County Boys and Girls Club as well as the Harford-Cecil Boys and Girls Club as well as the Harford- Cecil Boys and Girls Club, informed the Board the merger had the full support of the Boys and Girls Clubs of America and the respective club's Boards of Directors. The Cecil County Clubs will maintain a separate 501c3 status, bank accounts and accounting cost center from the Harford County Clubs. All funds raised and allocated for the Cecil County Boys & Girls Clubs will be used exclusively for the Cecil County Clubs operation. Mr. Ford also read a letter from the newly appointed Executive Director Derik Dewitt, which stated this merge will be able to offer more serves to the children throughout these counties and thanked the town for their continued support.

-PUBLIC COMMENT-

None.

-APPOINTMENTS-

None.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

Resolution No. 2017-06-01 Adopts the General Fund, and the Enterprise Fund (Water Fund) Budget.

Commissioner Kline made a motion to adopt Resolution No. 2016-06-01, Commissioner Braley seconded the motion and the motion was approved by all.

Resolution No. 2017-06-02 Establishes Water Rates, Connection Fees, Major Facilities Fees, Ready-To-Serve Fees, Bulk Fees, EDU's, etc.

Commissioner Braley made a motion to adopt Resolution No. 2016-06-02, Commissioner Stark seconded the motion and the motion was approved by all.

Resolution No. 2017-06-03 Adopts the Amount the Town will contribute toward premiums for Medical Insurance

Commissioner Crothers-Moore made a motion to adopt Resolution No. 2016-06-03, Commissioner Kline seconded the motion and the motion was approved by all.

Resolution No. 2017-06-04 Adopts the Amount the Town will contribute toward premiums for Dental Insurance and Vision Insurance

Commissioner Kline made a motion to adopt Resolution No. 2016-06-04. Commissioner Stark seconded the motion and the motion was approved by all.

Resolution No. 2017-06-05 Adopts the Amount the Town will contribute toward a Life Insurance Policy for each full time employee.

Commissioner Crothers-Moore made a motion to adopt Resolution No. 2016-06-05. Commissioner Stark seconded the motion and the motion was approved by all.

Resolution No. 2017-06-06 Adopts the Amount the Town will contribute toward any premiums to provide monetary contributions toward continuation for medical insurance for employees who have retired from employment in good standing with the Town

Commissioner Braley made a motion to adopt Resolution No. 2016-06-06, Commissioner Kline seconded the motion and the motion was approved by all.

-REPORTS-

Mayor McKnight

Mayor McKnight reported he attended a meeting with Christopher Moyer, the newly appointed Director of Economic Development of Cecil County.

Mayor McKnight reported he attended the Ribbon Cutting for Cecil County Tourism on Thursday June 15, 2017 at the Santa House.

Mayor McKnight reported he attended the Bassmaster Amateur Fishing Tournament, on Friday, June 16, 2017.

Commissioner Stark

Commissioner Stark entered into the record the May 2017 Crime and Traffic Breakdown for the North East Police Department.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the Ribbon Cutting for Cecil County Tourism on Thursday June 15, 2017 at the Santa House.

Commissioner Crothers-Moore reported she attended the Chamber of Commerce luncheon Thursday, June 15, 2017.

Commissioner Braley

None.

Commissioner Kline

Commissioner Kline entered into the record the April 2017 and May 2017 Maintenance Department Monthly Report.

Commissioner Kline reported he attended the Maryland Municipal Summer Conference, June 25, 2017 through June 28 2017 in Ocean City, Maryland.

Commissioner Braley

None.

Director of Finance and Administration

Mr. Natale reported the water bills were mailed, Monday, June 26, 2017 for the June 2017 quarter.

Water Plant Superintendent, Ronald Carter

Mr. Carter gave the May 2017 report for both the Rolling Mill and Leslie Water Treatment Plants.

Town Administrator, Melissa B. Cook-MacKenzie

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

Mrs. Cook-MacKenzie reported Mayor McKnight gave the Oath of Office to the newest member of the Board of Appeals, this will expire the end of July 2017. Mrs. Cook-MacKenzie stated, she than will return to the board and request a permanent position.

Mrs. Cook-MacKenzie reported she attended the Ribbon Cutting for Cecil County Tourism on Thursday June 15, 2017 at the Santa House.

Mrs. Cook-MacKenzie reported she attended the Bassmaster Amateur Fishing Tournament, Wednesday, June 14 2017 through Friday, June 16, 2017.

Mrs. Cook-MacKenzie reported to the board she received notification there will be a Cecil County Consolidated Transportation Tour Meeting, Friday, October 13, 2017.

Mrs. Cook-MacKenzie reported she attended a productive meeting with the owners of Nazarene Camp and was informed there is a potential buyer.

Mrs. Cook-MacKenzie reported she and the Water Plant Superintendent, Ronald Carter will be interviewing potential candidates for the Water Plant Trainee position starting July 13, 2017.

-UNFINISHED BUSINESS-

Mr. Phillip Meekins, Supervisor of the Maintenance Department presented to the Board a list of ongoing work that has been completed at the North East Community Park. The Board requested a Workshop Session to be scheduled for Monday, July 10, 2017 or Wednesday, July 12, 2017 at 5:30 prior to their regular meeting.

Commissioner Kline gave an update on the Maryland Municipal League Dinner the Town is hosting on Thursday, July 20, 2017.

-NEW BUSINESS-

Special Events Application – University of Delaware & Make-A-Wish

Mr. Natale presented to the Board Special Events Application, University of Delaware & Make-A-Wish.

A motion to approve the Special Events Application Fish for a Wish with contingency of the Town receiving the deposit fee was made by Commissioner Braley seconded by Commissioner Kline.

412 Razor Strap Road, North East Maryland Water Allocation Request – 250 GPD

Mrs. Cook-MacKenzie presented a Water Allocation Request, 412 Razor Strap Road, North East, Maryland, for two hundred fifty gallons per day.

A motion to approve the Water Allocation Request was made by Commissioner Stark seconded by Commissioner Crothers-Moore and approved by all.

2035 Pulaski Highway, North East Maryland Water Allocation Request – 1875 GPD

Mrs. Cook-MacKenzie presented a Water Allocation Request, 2035 Pulaski Highway, North East, Maryland, for one thousand seventy five gallons per day.

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

-MISCELLANEOUS-

Mrs. Cook-MacKenzie presented to the board a letter that was received from the Town of Perryville in regards to Economic Development.

Mrs. Cook-MacKenzie reported there will be a meeting with the County on Friday, July 14, 2017 in regards to the, "MEMORANDUM OF UNDERSTANDING". She previously distributed to the Board regarding infrastructure on Route 40.

Police Chief Darrell Hamilton informed the board, Corporal Dennis Wood was involved in an off-duty motorcycle accident on Hances Point Road/Walker Lane. Corporal Wood is alert and should be released from the hospital within three days.

-APPROPRIATIONS-

A motion to approve Purchase Order R7-28 Hamilton Metal Works in the amount of \$5,850.00 for the 42x68 Aluminum Fence Panels was made by Commissioner Braley seconded by Commissioner Kline and approved by all.

A motion to approve Purchase Order R7-29 Mumford & Miller Concrete, INC., in the amount of \$137,863.04 for the release of retainage which was approved by the Town's Engineer after the conclusion of inspections 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 Crothers-Moore seconded by Commissioner Kline and approved by all.

-BUSINESS FROM THE FLOOR-

Raymond Mitchell, 711 South Maryland Avenue, North East, wanted to thank the Town Board for the new crosswalks and replacing the damaged gateway sign coming into the south end of town.

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Stark seconded by Commissioner Braley and approved by all. The meeting adjourned at 8:56 P.M.

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Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk