

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

July 26, 2017

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

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

-APPROVAL OF MINUTES-

A motion to approve the minutes of July 12, 2017 was made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all.

GUESTS-

Mr. Kelly Benson, regarding re-establishing Economic Development Commission

Mr. Kelly Benson, 10 North Main Street North East, presented to the Board a list of projects that he envisions as being the focus of a re-established Economic Development Commission, (EDC). Mr. Benson met with Mayor McKnight on Friday, July 14, 2017 to go over his vision for the Town of North East. Mayor McKnight stated to the board he was impressed with the ideas Mr. Benson has about the Economic Development Commission.

-PUBLIC COMMENT-

None.

-APPOINTMENTS-

None.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

None.

-REPORTS-

Mayor McKnight

Mayor McKnight reported he attended a meeting with the County Executive Friday, July 14, 2017 to discuss the M MEMORADIAM OF UNDERSTADNING. The purpose of which is for the County and municipalities to start discussing a unified Water & Sewer Authority.

Mayor McKnight reported he attended the Maryland Municipal League Dinner Thursday, July 20, 2017 at the North East Community Fire Company.

Commissioner Stark

Commissioner Stark reported he attended the Maryland Municipal League Dinner Thursday, July 20, 2017 at the North East Community Fire Company.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the Maryland Municipal League Dinner Thursday, July 20, 2017 at the North East Community Fire Company.

Commissioner Kline

Commissioner Kline reported he attended the Maryland Municipal League Dinner Thursday, July 20, 2017 at the North East Community Fire Company.

Director of Finance and Administration

Mr. Natale reported the auditors were at Town Hall on Tuesday, July 17, 2017 to start the preliminary field work for the audit and will continue throughout the summer.

Water Plant Superintendent, Ronald Carter

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

Mr. Carter reported production levels have increased the last five days due to summer usage.

Town Administrator, Melissa B. Cook-MacKenzie

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

Mrs. Cook-MacKenzie reported she and the Water Plant Superintendent, Ronald Carter held interviews for the Water Plant Trainee position on Thursday, July 13, 2017. After discussion they will repost the opening.

-UNFINISHED BUSINESS-

Memorandum of Understanding – Water and Sewer Workshop

Mrs. Cook-MacKenzie reported the County is looking for comments about the MEMORANDUM OF UNDERSTANDING.

A motion to Sign the Memorandum of Understanding was made by Commissioner Kline, seconded by Commissioner Crothers-Moore and approved by all.

Establish Date for North East Community Park Workshop

Mrs. Cook-MacKenzie requested a date from the board for a Workshop about issues with the North East Community Park. The board agreed to have the Workshop prior of the board meeting on Wednesday, August 23, 2017 at 5:00 p.m.

Establish Date for Street Sign Project Workshop

Mrs. Cook-MacKenzie requested a date from the board fir a Workshop about the Street Sign Replacement Project. The board agreed to have the Workshop prior of the board meeting on Wednesday, August 23, 2017 at 6:00 p.m.

-NEW BUSINESS-

Re-establishing Economic Development Commission

A motion to Re-establish the Economic Development Commission, (EDC) was made by Commissioner Crothers-Moore, seconded by Commissioner Kline and approved by all.

Special Events Application – Hook, Line and Little Sinkers

Special Events Committee met on Tuesday, July 25, 2017 to review the application and voted to give the board an unfavorable recommendation.

Mr. Hudson Benson, 88 Green Meadow Drive Elkton, Maryland spoke on the behalf of Ms. Christie McDevitt who submitted the application. Mr. Benson wanted to clarify the North East Chamber is in the position to sponsor the event and does have proof of insurance.

The Board declined to approve the event, but encouraged the event organizers to have a discussion with the Special Events Committee further in advance of a potential event next year to resolve some of the Committee concerns.

-MISCELLANEOUS-

Mrs. Cook-MacKenzie informed the board, Town Clerk, Stephanie Racine-Dean completed an on line class for The Maryland's Open Meeting Act on Tuesday, July 25, 2017.

-APPROPRIATIONS-

A motion to approve Purchase Order R7-85 Fenner Construction INC in the amount of \$15,088.00 for the Fencing at Bayberry Tower was made by Commissioner Kline, seconded by Commissioner Stark and approved by all.

A motion to approve Purchase Order R7-93 Entech Engineering in the amount of \$6,236.81 for Professional Services from May 27, 2017 to June 30, 2017 was made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all.

A motion to approve Purchase Order R8-34 Apple Ford in the amount of \$32,746.00 Purchase of a New F350 Pick-up Truck with a Snow Plow was made by Commissioner Kline, seconded by and Commissioner Crothers-Moore approved by all.

A motion to approve Purchase Order R8-51 Lecco Pipe Line in the amount of \$5,250.00 for the Install Water Meter Pits was made by Commissioner Kline, seconded by Commissioner Stark and approved by all.

A motion to approve the invoices presented for payment was made by Commissioner Stark, seconded by Commissioner Crothers-Moore 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 Kline and approved by all. The meeting adjourned at 7:35 P.M.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk