

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

August 23, 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 Maintenance Supervisor Phillip Meekins, Police Chief Darrell Hamilton, Director of Finance and Administration Ken Natale, Town Administrator Melissa B. Cook-MacKenzie and Town Clerk Stephanie Racine-Dean. Commissioner Eric Braley was absent from the meeting.

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

-APPROVAL OF MINUTES-

A motion to approve the minutes of August 9, 2017 was made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all. Commissioners Kline abstained from voting as he was not present at the August 9, 2017 meeting.

GUESTS-

None.

-PUBLIC COMMENT-

None.

-APPOINTMENTS-

A motion to approve the appointment of Ruth Gonce, 408 Merrey Street North East to the Board of Supervisors of Elections was made Commissioner Kline, seconded by Commissioner Stark and approved by all.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

Town Board Meeting August 23, 2017

None.

REPORTS-

Mayor McKnight

None

Commissioner Stark

Commissioner Stark attended the Resident Appreciation Cookout at Victoria Park on Wednesday, August 23, 2017.

Commissioner Crothers-Moore

None.

Commissioner Kline

Commissioner Kline entered into the record the July 2017 Maintenance Department Monthly Report.

Director of Finance and Administration

Mr. Natale reported the Fiscal Year Audit for 2017 is moving ahead of schedule.

Water Plant Superintendent, Ronald Carter

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

Mr. Carter also reported the lead and copper is completed and the Town passed with no concerns. This next test will be conducted in three years.

Town Administrator, Melissa B. Cook-MacKenzie

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

Page 3 of 4

Town Board Approved Minutes September 13, 2017

Mrs. Cook-MacKenzie reported she attended a meeting with the towns engineer in regards to the service line for Pat's Pizzeria, 2035 Pulaski Highway, North East, Maryland.

Mrs. Cook-MacKenzie reported she attended a meeting with Steve Nolan Monday, August 21, 2017 in regards to several projects.

-UNFINISHED BUSINESS-

Town Administrator

Mrs. Cook-MacKenzie reported she will be meeting with the Library Director, Morgan Miller the first week of September about the North East Branch Library, construction project.

-NEW BUSINESS-

Jackson House Repairs and Renovation Entech Engineering INC.

A motion to approve the scope of work and Requisition R8-126 to Entech Engineering INC. in the amount of \$35,150.00 for the Jackson House Repairs and Renovations was made by Commissioner Kline, seconded by Commissioner Stark and approved by all.

31 Guys Lane, North East Maryland Water Allocation Request – 250 GPD

Mrs. Cook-MacKenzie presented a Water Allocation Request for 31 Guys Lane, North East, Maryland, for a single residential unit with an allocation of two hundred fifty gallons per day.

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

-MISCELLANEOUS-

Mrs. Cook-MacKenzie stated she received a letter from Susie Campbell, the coordinator for the Cecil Vets Honor Bus. Ms. Campbell is requesting a donation toward trips her organization puts together for the Cecil County Veterans. Commissioner Kline requested Mrs. Cook-MacKenzie obtain more information about the cost per veteran and how many are North East residents for the Board to consider at the next meeting.

-APPROPRIATIONS-

Town Board Approved Minutes September 13, 2017

A motion to approve Requisition R8-160 to Maryland Correctional Enterprise in the amount of \$5,135.00 for Maintenance Department Uniforms was made by Commissioner Stark, second by Commissioner Crothers-Moore and approved by all.

A motion to approve Requisition R8-162 to Lecco Pipe Line Construction Company in the amount of \$20,229.00 for Emergency Water Repairs was made by Commissioner Crothers-Moore, seconded by Commissioner Stark and approved by all.

A motion to approve the invoices presented for payment was made by Commissioner Kline, 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 Kline, seconded by Commissioner Crothers-Moore and approved by all. The meeting adjourned at 7:15 P.M.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk