

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

October 11, 2017

The Town Meeting was called to order by Mayor McKnight at 7:00 P.M. Present were Commissioners Paul Stark and Hilary Crothers-Moore. 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. . Absent from the meeting, Commissioners Michael Kline and Eric Braley.

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

-APPROVAL OF MINUTES-

The Board tabled the approval of the minutes of the September 27, 2017. It will be brought back at the next Board meeting, Wednesday, October 25, 2017.

-COMMENT FROM THE COUNTY GOVERNMENT-

Mr. Bob Meffley and Ms. Jackie Gregory from the County Council

Mr. Bob Meffley and Ms. Jackie Gregory from Cecil County Council wanted to address the board about the water rate increase. Both parties have received several calls from the Town's customers complaining about their water bills.

GUESTS-

Jennifer Padgett, Cecil County Health Department, Tobacco Compliance

Ms. Jennifer Padgett, gave a presentation on Tobacco Prevention efforts in Cecil County and updated the Board how important the tobacco enforcement is to the communities and the schools throughout the county.

Chief Darrell Hamilton expressed the importance of the Tobacco Prevention programs and the grants his department receives from the state of Maryland.

-PUBLIC COMMENT-

None.

-APPOINTMENTS-

Mrs. Cook-MacKenzie asked the Board for their consideration to re-appoint Ulysses Grant Demond IV as a Member of the Board of Supervisors of Elections. His term will expire October 2018.

A motion to approve the re-appointment of Ulysses Grant Demond IV was made by Commissioner Crothers-Moore, seconded by Commissioner Stark and approved by all.

-INTRODUCTION OF ORDINANCES-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

None.

REPORTS-

Mayor McKnight

Mayor McKnight reported he attended a Feeder School Meeting on Tuesday, October 11, 2017 at Elk Neck Elementary School. The purpose of the meeting was to discuss issues the schools are facing in the county, especially the younger students.

Commissioner Stark

Commissioner Stark reported he attended the North East Fireman's Annual Banquet on Saturday, September 30, 2017.

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

Commissioner Crothers-Moore

None.

Director of Finance and Administration

Mr. Natale entered into the record the September 2017 Department of Finance and Administration Monthly Report.

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Town Administrator, Melissa B. Cook-MacKenzie

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

Mrs. Cook-MacKenzie reported Mayor McKnight administered the Oath of Office to Peg Hardin for Board of Appeals Member on Friday, October 6, 2017. Her term expires October 8, 2018.

Mrs. Cook-MacKenzie entered into the record on behalf of Commissioner Braley the September 2017 Planning and Zoning Monthly Reports.

Mrs. Cook-MacKenzie reported she attended Cecil County Christmas Parade meeting on Thursday, September 28, 2017.

Mrs. Cook-MacKenzie reported she attended a meeting with representatives of the North East Plaza and the Nazarene Camp property owner.

Mrs. Cook-MacKenzie reported she attended a meeting with the Maintenance Supervisor, Phillip Meekins and Arlene Benjamin in regards to the Christmas wreaths and banners.

Mrs. Cook-MacKenzie reported she attended a meeting with Mayor McKnight regarding the Proposed Artesian Agreement.

Mrs. Cook-MacKenzie reported she attended a meeting with Mayor McKnight and Marta Harding about the Proposed Artesian Agreement.

Mrs. Cook-MacKenzie reported she attended a meeting with Christie McDevitt from the North East Chamber about upcoming events and the use of the Santa House.

Mrs. Cook-MacKenzie reported she attended a meeting with the town's attorney David Beste, Esquire about the future development of Ridgely Forest.

Mrs. Cook-MacKenzie reported she met with the State Highway Administration about the sidewalk project from Irishtown Road to Church Street.

Mrs. Cook-MacKenzie reported she met with the town's attorney, Dennis Clower Esquire on Wednesday, October 11, 2017 about a road that is owned by the Tome School.

Town Board Approved Minutes October 25, 2017

Mrs. Cook-MacKenzie reported she had a conference call with Maryland Department of the Environment regarding the Municipal Separate Storm System permit. MDE estimates the final permit will be issued to the Town on the Spring of 2018.

Mrs. Cook-MacKenzie reported she received a letter of resignation from Mrs. Betty Loveall, 10 Wallace Avenue North East, from the Board of Supervisors of Elections.

-UNFINISHED BUSINESS-

Established Date for the North East Community Park Shore Erosion Workshop

Mrs. Cook-MacKenzie requested a date from the board for a Workshop about the North East Community Park Shore Erosion Project. This will be tabled until the next Town Board meeting, Wednesday, October 25, 2017.

North East Community Park Project

Mr. Phillip Meekins presented to the Board pictures of several spruces that he would like to plant in the North East Community Park. Mrs. Cook-MacKenzie asked for pricing of each spruce with the height listed for the board to review. This will be tabled until the next town board meeting. Wednesday, October 25, 2017.

-NEW BUSINESS-

North East Commerce Center, Lot 7B North East, Maryland Water Service Extension Agreement Request – 1,200 GPD

Mrs. Cook-MacKenzie presented a Water Service Extension Agreement Request for North East Commerce Center, Lot 7B, Distribution Center Lums Road, North East, Maryland, for one thousand two hundred gallons per day.

A motion to approve the Water Service Agreement Request for one thousand two hundred gallons per day was made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all.

Mrs. Cook-MacKenzie requested the Board to review the letter that was received from the State Ethics Commission for local updates pursuant to the state law changes.

-MISCELLANEOUS-

None.

-APPROPRIATIONS-

A motion to approve Requisition R8-452 to Raleighs Outdoor Décor in the amount of \$16,052.00 for Christmas Decorations was made by Commissioner Crothers-Moore second by Commissioner Stark and approved by all.

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

-BUSINESS FROM THE FLOOR-

Mr. Bob Meffley asked the Board for an update about the State Highway bridge project over AMTRACK. The Town Administrator advised she does receive weekly updates from State and the first project meeting will be held within a week.

Ms. Jackie Gregory wanted to inform the board, there will be a Drug Prevention Community Seminar on Tuesday, November 7, 2017 at the North East High School.

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all. The meeting adjourned at 7:45 P.M.

Attest:

Respectfully submitted,

Robert F. McKnight, Mayor

Stephanie Racine-Dean, Town Clerk