

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

April 8, 2015

The Town Meeting was called to order by Mayor Robert F. McKnight at 7:00 PM. Present were Commissioners Kena Koch, Paul Stark and Eric Braley. Also present were Police Chief Darrell Hamilton, Maintenance Supervisor Phillip Meekins, Director of Finance and Administration Ken Natale, Town Administrator Melissa B. Cook-Mac Kenzie and Director of Planning Betsy Vennell. Head Clerk Stephanie Racine-Dean and Commissioner Hilary Crothers-Moore were absent from the meeting due to prior commitments.

The Pledge of Allegiance was recited.

-PUBLIC HEARING-

Ordinance 2015-03-01: North East Zoning Ordinance. Article 5. District Regulations Part I – Special Districts. Section 5-13. “FPM” Floodplain Management Regulations

Mayor McKnight opened the public hearing at 7:02 P.M. There were no members of the public who signed up to speak either for or against proposed Ordinance 2015-03-01. With no questions from the Board, Mayor McKnight closed the public hearing at 7:03 P.M.

-APPROVAL OF MINUTES-

March 25, 2015

A motion to approve the minutes of March 25, 2015 was made by Commissioner Koch, seconded by Commissioner Stark. Commissioner Braley abstained from voting because he was absent from the meeting. The minutes were approved by all.

-GUESTS-

None.

-PUBLIC COMMENT-

None.

-ADOPTION OF RESOLUTION AND ORDINANCES-

1. Ordinance 2015-03-01: North East Zoning Ordinance: Article 5. District Regulations Part I – Special Districts. Section 5-13. “FPM” Floodplain Management Regulations

A motion to approve Ordinance 2015-03-01 was made by Commissioner Braley, seconded by Commissioner Stark, and approved by all.

-REPORTS-

Mayor McKnight

Mayor McKnight reported that he and Mrs. Vennell attended a meeting in Perryville on April 2, 2015 with David Craig, Maryland Department of Planning. Mayor McKnight reported that Mr. Craig was very supportive of municipal government.

Mayor McKnight attended a meeting with Peter Franchot, the Comptroller of Maryland on April 2, 2015 at Benjamin’s Lumber.

Mayor McKnight reported he taught a class recently on Municipal Government at the Cecil Leadership Institute, through Cecil College with Mayor Robert Alt, Town of Elkton.

Mayor McKnight reported he toured the State Highway Administration Route 272 bridge construction work on March 28, 2015 and April 4, 2015.

Commissioner Kena L. Koch

None.

Commissioner Paul Stark

Commissioner Stark reported that he toured the State Highway Administration Route 272 bridge construction work with Mayor McKnight on April 4, 2015.

Commissioner Stark entered the crime and traffic report from Police Chief Darrell Hamilton, into the record.

Commissioner Eric Braley

Commissioner Braley reported that he toured the State Highway Administration Route 272 bridge construction work with Mayor McKnight on April 4, 2015.

Director of Finance and Administration, Ken Natale

Mr. Natale reported that the Fiscal Year 2016 Budget progressing.

Mr. Natale reported he met with three insurance companies last week regarding changes to costs and potential ways to save money on health, property and auto insurance.

Mr. Natale reported that the office staff is preparing bills for the quarter ending March 31, 2015.

Mr. Natale reported that approximately ten (10) residents in North East have taken advantage of the Cecil Transit Bus Tickets offered by the Town.

Town Administrator

The Town Administrator entered the Planning and Zoning monthly reports for February and March 2015 into the record.

The Town Administrator attended the following meetings:

- 1) March 25, 2015 Town Board meeting
- 2) March 26, 2015 North East Chamber President re: MD Route 272
Bridge over AMTRAK emergency construction
- 3) March 26, 2015 Steve Riley, P.E. ENTECH Engineering re:
Hydraulics report of the Raw Water Pumping Station
at the North East Community Park
- 4) March 26, 2015 Prospective buyer/developer of an infill project on
Main Street
- 5) March 26, 2015 Sandy Turner, Cecil County Tourism Coordinator re:
the August 2015 Bassmaster Elite Festival and
Tournament
- 6) March 26, 2015 North East Board of Appeals
- 7) March 27, 2015 Mayor McKnight re: water related matters

- 8) March 27, 2015 Chief Hamilton re: Crossing Guard position
- 9) March 28, 2015 Tour of progress of emergency construction re: MD Route 272 Bridge over AMTRAK
- 10) March 30, 2015 Sandy Turner, Cecil County Tourism Coordinator re: fundraising for the August 2015 Bassmaster Elite Festival and Tournament
- 11) March 30, 2015 Robert T. Crouch, 127 South Main Street and Sandy Turner, Cecil County Tourism Coordinator re: fundraising for the August 2015 Bassmaster Elite Festival and Tournament
- 12) March 31, 2015 Department Head meeting
- 13) March 31, 2015 Jeff Isaacs, North East Fire Company representative re: proposed memorial at the North East Community Park
- 14) March 31, 2015 CNA Engineers, Ron Carter and Director of Planning re: staff Meeting
- 15) March 31, 2015 Director of Finance & Administration and Ron Carter, Severn Trent Services re: 2015-2016 water fund budget
- 16) April 1, 2015 Ellen Nudd, Local Government Insurance Trust re: quoting property insurance for 2015-2016 budget
- 17) April 1, 2015 Steve Nolan, P.E. CNA Engineers re: proposed stone revetment project at the North East Community Park
- 18) April 1, 2015 North East Planning Commission
- 19) April 2, 2015 Progress meeting re: MD Route 272 Bridge over AMTRAK emergency construction
- 20) April 4, 2015 Tour of progress of emergency construction re: MD Route 272 Bridge over AMTRAK
- 21) April 6, 2015 Festival subcommittee re: the August 2015 Bassmaster Elite Festival and Tournament
- 22) April 6, 2015 Finance subcommittee re: fundraising for the August 2015 Bassmaster Elite Festival and Tournament

- 23) April 7, 2015 Progress meeting re: 2014 Road Rehabilitation PW– 2014-001 Project
- 24) April 7, 2015 Progress meeting re: 2014 Church Street and Roney Avenue Water Improvements PW– 2014-002 project
- 25) April 7, 2015 Progress meeting re: 2014 Storm Drain Upgrade PW–2014-003 Project
- 26) April 7, 2015 Department Head meeting
- 27) April 8, 2015 Director of Finance and Administration re: 2015-2016 proposed Budget
- 28) April 8, 2015 Steve Nolan, P.E. CNA Engineers re: 2014 Storm Drain Upgrade PW–2014-003 project and proposed additional work on Irishtown Road at the entrance of the development, Duck Harbor

Commissioner Stark inquired how the Vanguard project is progressing. Mrs. Cook Mackenzie reported that the majority of the meters have been installed, with the majority of the meter lids to be drilled. The next progress meeting will take place next week. Mrs. Cook-MacKenzie reported she would email an update to the Town Board after her meeting with Vanguard.

Mrs. Cook Mackenzie reported that the street and sidewalk, and waterline projects are moving forward, and the stormdrain project is primarily done.

Mr. Stark was concerned about the amount of potholes on Wells Camp Road. Mr. Meekins stated that the pot holes were filled by Cecil County on April 7, 2015.

-MISCELLANEOUS-

None.

-UNFINISHED BUSINESS-

1. Residents of Wallace Avenue Update from Staff

Mrs. Cook-MacKenzie reported that the trailer which was on the property of 101 Wallace Avenue has been removed. The property owner, Novo Realty, has been very cooperative throughout the violation process.

-NEW BUSINESS-

1. North East Town Park Landscape Plan – Amendment

Mrs. Cook-MacKenzie reported that the Mayor and Commissioners have a landscape plan for the North East Community Park. Each time an amendment is proposed in that plan, the Mayor and Commissioners review the proposal and changes are made only after approval from the Mayor and Commissioners.

Mrs. Cook-MacKenzie reported that the proposed amendment to the park landscape plan is pursuant to the proposed revetment plan at the Town Park. The revetment plan was required to go through the approval process with Cecil County Department of Public Works, Stormwater Division. The stormwater regulations required additional stormwater mechanisms on site, and the County accepted a rain garden as an innovative stormwater management practice to meet the regulations. A rain garden is a garden which takes advantage of rainfall and stormwater runoff in its design and plant selection, generally, it is a small garden which is designed to withstand extreme moistures and concentrations of nutrients. The rain garden presented this evening is Phase A and is 950 square feet in area, located north of the lighted Christmas tree at the Town Park. Phase B of the rain garden would be designed and planted at such time when the final revetment plan is implemented at the Town Park, behind the Pumping station. A walkway between Phase A and Phase B rain gardens is proposed with either pavers or mulch. Mrs. Cook-MacKenzie reported the Town would purchase the plantings the Cecil County Master Gardeners have volunteered to install the plantings.

Commissioner Koch made a motion to approve the amendment to the North East Town Park landscape plan pending approval of the Mayor and Commissioners to accept the bid amounts for the Town Park revetment plan. Commissioner Stark seconded the motion and the motion was approved by all.

-MISCELLANEOUS-

None.

-APPROPRIATIONS-

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

-BUSINESS FROM THE FLOOR-

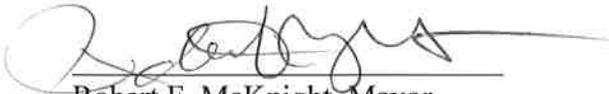
None.

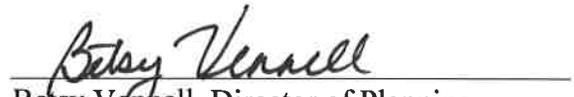
-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Koch, seconded by Commissioner Stark, and approved by all. The meeting adjourned at 7:28 P.M.

Attest:

Respectfully submitted,



Robert F. McKnight, Mayor

Betsy Vennell, Director of Planning