

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

June 24, 2015

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

The Pledge of Allegiance was recited.

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of July 8, 2015 was made by Commissioner Crothers-Moore, seconded by Commissioner Stark. Commissioner Braley abstained.

**-GUESTS-**

Roque Dietrich, Eagle Scout Troop 131 96 Van Weaver Drive North East presented Mayor McKnight an invitation to attend the Boy Scout, Eagle Rank Ceremony on August 14, 2015 at 6:00 p.m. The location of the event is, Grace Bible Chapel 1949 Joseph Biggs Highway, Rising Sun Maryland.

**-PUBLIC COMMENT-**

Melanie Preisendanz, 23 North Main Street North East. Ms. Preisendanz spoke against the Resolution No. 2015-05-01. Ms. Preisendanz spoke against the proposed changes being made with Ordinance No. 2015-05-01 Article 2 Sec 5-202.

**ADOPTION OF RESOLUTION AND ORDINANCES-**

1. Resolution No. 2015-06-12 re: Increase the Capitalization Threshold of Capital Assets

Commissioner Braley made a motion to approve Resolution 2015-06-12. Commissioner Crothers-Moore seconded the motion. The motion was approved by all.

2. Ordinance No. 2015-05-01 Amendment to Code of Ordinances of the Town of North East – Chapter 5. Security and Protection; Article 2. Structures, Dwelling and Private Property; Section 5-202. Definition of Nuisance

Mayor McKnight advised there is no action required this evening on Ordinance No. 2015-05-01. Discussion will not take place until The Director of Planning and Zoning, Betsy Vennell, gives additional feedback on the proposed. The next discussion will be at the next Town Board Meeting on Wednesday July 8, 2015.

**REPORTS-**

Mayor Robert McKnight

Mayor McKnight reported he attended Flag Day at the North East Community Park on Sunday, June 14, 2015.

Mayor McKnight also reported he attended the North East Chamber of Commerce on Thursday June 18, 2015.

Commissioner Paul Stark

Commissioner Stark reported he attended Flag Day at the North East Community Park on Sunday, June 14, 2015.

Commissioner Stark also reported he attended the Fireman's Convention in Ocean City, Maryland the week of June 20, 2015 thru June 27, 2015 and the North East Chamber of Commerce on Thursday June 18, 2015.

Commissioner Hilary Crothers-Moore

Commissioner Crothers-Moore reported she attended Flag Day at the North East Community Park on Sunday, June 14, 2015.

Commissioner Braley

None

Director of Finance and Administration, Ken Natale

Mr. Natale reported there will be a conference call Thursday June 25, 2015 at 2:00 p.m., with the Comptroller's Office. This is in regards to the Supreme Court of the United States ruling the Maryland's piggy back tax on out of state income is unconstitutional and the Comptroller must refund money to people who file an amended return. At this point the estimated fiscal impact for the Fiscal year 2009 thru 2011 will be approximately

\$26,000.00 but could increase. This amount has to be repaid to the Comptroller in Fiscal 2017.

Mr. Natale reported that the Town of North East will have to make an emergency purchase of three used trucks for the Water Department which will be taken out of the Fiscal Year 2016 Budget on July 1, 2015. Severn Trent Environmental Services already has plans to transfer the trucks assigned to North East to other locations and they will not sell these vehicles to the Town of North East. Mr. Ron Carter, the Water Plant Supervisor has been asked to check into the purchase of used vehicles by July 1, 2015. Other efforts are underway to make the transition seamless. New computers are needed and will be installed on July 1, 2015. Cellular phones, telephone and telemetry lines are in the process of switching over to the town's name. Mr. Carter has informed Mr. Natale that all inventory will have to be purchased from both the Rolling Mill Plant and the Leslie Plant. This will consist of water meters, setters, couplings and several more items from Severn Trent. Mr. Natale advised this was not in the budget but this will be carried as inventory and not an expense. Therefore it will not have an immediate impact on the budget.

Mr. Natale reported that the water replacement project is coming along. The Contractor LB Water will be doing a ride around the week of June 29, 2015 to get the meter readings for the next billing, June 2015. Head Clerk Ms. Dean, will have training on the new system starting on July 7 thru July 8 2015. Mr. Natale advised the September 2015 billing should be totally electronic.

Town Administrator

The Town Administrator attended the following meetings:

1. June 11, 2015 Rich De Nardi - Nationwide
2. June 12, 2015 Cecil County Tourism
2. June 16, 2015 Street and Sidewalk Progress Meeting
3. June 17, 2015 Severn Trent
4. June 22, 2015 Chamber Board Meeting
5. June 22, 2015 EBV Meeting
6. June 22, 2015 Property Owner Meeting
7. June 23, 2015 Enerwa Meeting
8. June 24, 2015 BassMaster Management Meeting
9. June 24, 2015 Town Board Meeting
10. June 24, 2015 Liquor Board Meeting with intern Jen Parson's for the BassMasters

Mrs. Cook Mac-Kenzie requested the monthly water reports for the Leslie Water Treatment Plant and the Rolling Mill Water Treatment Plant be entered into the record for Ron Carter, Facilities Manager Severn Trent Services:

Entered into the record the monthly water report for the month of May 2015. For the Rolling Mills Water Plant which produced a total of 12,693,800 gallons, this equates to 409,477 gallons per day. The average raw water turbidity has been 5.62 NTU. The maximum daily finished water turbidity has averaged .14 NTU, with low and high values of .04 NTU and .24 NTU, respectively. The finished water turbidity has been equal to or less than .30 NTU 100 percent of the time.

The average finished water chlorine residual has been 1.65 mg/L, while the low and high values of finished water chlorine residual have been .65 mg/L and 2.20 mg/L, respectively.

Entered into the record monthly water report for the month of May 2015. This report was for the Leslie Water Plant which produced a total of 8,098,400 gallons, this equates to 261,239 gallons per day. The average raw water turbidity has been 2.97 NTU. The maximum daily finished water turbidity has averaged .08 NTU with low and high values of .06 NTU and .13 NTU, respectively. The finished water turbidity has been equal or less than .30 NTU, 100 percent of the time.

The average finished water chlorine residual has been 1.63 mg/L, while the low and high values of finished water chlorine residual have been .96 mg/L and 1.98 mg/L, respectively.

Ms. Cook-Mac Kenzie introduced to Mayor McKnight and the Commissioners a letter of resignation effective June 1, 2015 and signed from the former Commissioner Kena Koch.

Ms. Cook-Mac Kenzie also reported she received a thank you card to the Mayor, Commissioners and the town staff.

**-UNFINISHED BUSINESS-**

Boys and Girls Club

Mayor McKnight requested for the Director of Finance and Administration for an analysis. Mr. Natale reviewed the North East Club's December 13, 2014 unaudited statements and cost \$51,000.00 for the ninety three members at the North East Club. That would be a cost of \$546.00 per student. Of those 93 members, 26 of them live in the cooperate limits of the town. If the town paid the full, per member cost for the in town residents this would be \$14,222.00 a year, not the \$25,000.00 the Boys & Girls Club requested.

Mayor McKnight requested a motion to be made from the board to donate to The Boys and Girls Club in the amount of \$14,222.00 or the amount of \$25,000.00. There was no motion to donate money this fiscal year 2015-2016.

Pricing of Tablets – Commissioners

Mayor McKnight requested tablets to be purchased for each of the Commissioners and himself. This would make it easier for each person on the board to review all material for the board meeting prior to their arrival and this would be more economical to the Town. The Director of Finance and Administration Ken Natale gave the board information in regards to several brands that he has reviewed and that was discussed with Mr. Mike Devine, the town's IT Contractor. Mayor McKnight and the Commissioners requested the Director of Finance and Administration to move forward with the purchase of the Samsung Galaxy Tablet 4 and make the purchase on July 1, 2015.

Commissioner Crothers-Moore made a motion to approve Samsung Galaxy Tablet. Commissioner Stark seconded the motion. The motion was approved by all.

North East Community Park Revetment – Award

Ms. Cook-Mac Kenzie reported funding for this project was addressed with Budget Amendment 2015-11. No award was made as the board requested more information. Ms. Cook-Mac Kenzie is requesting to abandon the project temporarily but approve, the Rain Garden. Ms. Cook-Mac Kenzie requested the review of the project in the fall. Ms. Cook Mac-Kenzie stated the reason being there are additional expenses with the roadway rehabilitation project and grant money may be available for the Revetment Project in the future.

Commissioner Braley made a motion to approve The Rain Garden. Commissioner Crothers-Moore seconded the motion depending notification of the cost. The motion was approved by all.

Town of North East Rehabilitation – Portion of Mahogany Drive Parking Rehabilitation Report/Proposal

Ms. Cook-Mac Kenzie requested for Mayor McKnight and the Commissioners to tour the Timberbrook Community to look at the issues with Mahogany Drive.

The Director of Finance and Administration Ken Natale stated the Budget Amendment that approved the Revetment Project involved a transfer from the General Fund to the Capital Projects Fund. Mr. Natale stated that the money will not be able to stay there at this point since the town is abandoning the Revetment Project. A motion to commit the funds to the Street and Sidewalks Project instead of the Revetment.

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Commissioner Braley made a motion to approve moving the funds from the Park Revetment Project to the Street and Sidewalk Project Commissioner Crothers-Moore seconded the motion. The motion was approved by all.

**-NEW BUSINESS-**

Agreement with the Town of North East and B.A.S.S., LLC

Town Administrator Melissa B. Cook-Mac Kenzie reported she is introducing this to the board only tonight for their review. This will be placed on the next Town Board Meeting on July 8, 2015 for discussion and approval.

**-MISCELLANEOUS-**

Mayor McKnight reported he will be attending the Maryland Municipal Convention on a scholarship. Receive the Maryland Municipal League Hall of Fame Induction.

Commissioner Stark reported the roads that were done in the North East Isles Community looks remarkable and thanked everyone for there efforts.

Commissioner Crothers-Moore agreed with Commissioner Stark. Rolling Mill looks great and the contractors were easy to work with.

Commissioner Braley expressed the progress that has been done during the Street/Sidewalk Project. Mr. Braley appreciates all the improvements that have been done and how exciting it is for the town.

**-APPROPRIATIONS-**

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

**-BUSINESS FROM THE FLOOR-**

Ms. Robin Crothers, 77 Warburton Road Elkton spoke in regards to the Street/Sidewalk Project on Rolling Mill. The contractors were easy to work with and looks great.

**-ADJOURNMENT-**

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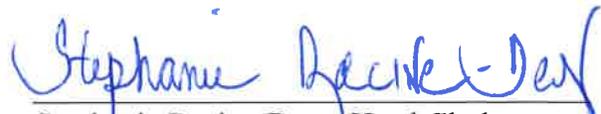
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With there being no further business to discuss, a motion to adjourn was made by Commissioner Crothers-Moore, seconded by Commissioner Stark, and approved by all. The meeting adjourned at 7:45 P.M.

Attest:

  
Robert F. McKnight, Mayor

Respectfully submitted,

  
Stephanie Racine-Dean, Head Clerk