

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

August 12, 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 Michael Kline 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 Head Clerk Stephanie Racine-Dean.

The Pledge of Allegiance was recited.

**-APPROVAL OF MINUTES-**

A motion to approve the minutes of July 22, 2015 was made by Commissioner Stark, seconded by Commissioner Crothers-Moore.

**-GUESTS-**

**-APPOINTMENTS-**

**-PUBLIC COMMENT-**

Mayor McKnight reported that Commissioner Braley will be one of the marshals for the Bass Master Elite completion which starts August 13, 2015.

Robin Crothers - 778 Warburton Road, Elkton spoke about concerns she has about 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. Ms. Crothers asked what is the purpose of changing the existing ordinance and how will it be enforced? Mayor McKnight advised that it will be enforced like all other ordinances of the Town of North East.

John Crothers – 108 East Cecil Avenue, North East spoke about Ordinance No. 2015-05-01. She stated The Town of North East has too much control over how the residents keep their properties maintained.

Barry Van Brown Sr. – 202 East Church Street, North East asked if Ordinance No. 2015-05-01 affects tagged vehicles that are parked on private property under repair? Mrs. Cook-MacKenzie stated it does not.

Jim Weatheroff - 108 East Wallace Avenue, North East requested information about the legality of owning pigs in the corporate limits. Mayor McKnight advised Mr. Weatheroff of a Cecil County court case from the 1980s that decided potbelly pigs were permitted in the corporate limits.

**-OATH OF OFFICE-**

Mayor McKnight administered the Oath of Office to Patrolman Mario Caracas Jr.

**ADOPTION OF RESOLUTION AND ORDINANCES-**

1. 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

Town Administrator Melissa B. Cook-Mac Kenzie gave a brief overview of Ordinance No. 2015-05-01. The Director of Planning and Zoning, Betsy Vennell could not attend the meeting due to a prior commitment. Ms. Cook-Mac Kenzie went over to common questions about the Ordinance. For the purposes of the Ordinance, the term “nuisance” is defined to mean any condition or use of premises or of building exteriors which is detrimental to health and safety, including but not limited to the keeping or depositing on or the scattering over the premises.

Commissioner Kline made a motion to approve Ordinance No. 2015-05-01. Commissioner Braley seconded the motion. The ordinance was passed 3-1, with Commissioner Hilary Crothers-Moore dissenting.

2. Resolution No. 2015-07-01 Amendment to Personnel Policy Article 5 Section 4-503 Accumulation.

Commissioner Braley made a motion to approve Resolution no. 2015-07-01, Commissioner Kline seconded the motion. The motion was approved by all.

**REPORTS-**

Mayor Robert McKnight

None.

Commissioner Paul Stark

Commissioner Stark entered into the record the June and July Crime and Traffic breakdown for the North East Police Department.

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Commissioner Hilary Crothers-Moore

None.

Commissioner Braley

None.

Commissioner Kline

None.

Director of Finance and Administration, Ken Natale

Mr. Natale reported on the Fiscal Year 2016 Tax Levy. There were 1,702 parcels, and the total tax levy was \$1,444,150.63 which is a one percent increase over Fiscal Year 2015 and it is 12,295.00 below the budget protection, which could change once Cecil County sends to supplemental tax bill in the month of August.

Mr. Natale reported, waters bills were mailed August 11, 2015. The delay was caused by the meter replacement project. Vanguard was on site the week of August 10, 2015 to correct the issues identified by the Water Department along with inspectors from Entech Engineering to get the project completed. Mr. Natale advised, the fifty nine customers in the Timberbrook Community who have inside meters will have their work started by Vanguard the week of August 24, 2015.

Mr. Natale reported, Sensus will be on site for training on the new meter system August 18, 2015 thru August 20, 2015.

Mr. Natale reported, Director of Planning and Zoning Betsy Vennell and himself have been working on a grant application for Maryland Community Parks and Playgrounds to request state funding for the south side revetment at the North East Community Park, the revetment the Board postponed, as well as funding for a north side revetment, storm water management on the east side, new handicapped accessible playground equipment, signage, replacing the walking path, and relocation of overhead power lines all at the North East Community Park.

Town Administrator, Melissa B. Cook-Mac Kenzie

Ms. Cook-Mac Kenzie reported, Heron Cove Planned Residential Development Public Informational Meeting on September 1, 2015 at 7:00 P.M. – 8:00 P.M. This property is adjacent to Route 7 and North East Isles. This meeting will be conducted by the Engineer and the owner of property.

**-UNFINISHED BUSINESS-**

Use of Contingency Funds - Water Department Trucks:

Included in the Fiscal Year 2016 budget was \$50,000 to purchase trucks for the newly created Water Department. The Town has purchase one new pickup truck but has been unable to secure two used vehicles. The Water Department is requesting a transfer of \$27,983.00 from the Contingency Line of the water fund in order to purchase two regular cab pickup trucks on the State bid contract. If approved, the delivery of the trucks would be early week of August 17, 2015. Mr. Natale advised the balance of the Contingency line in the Water Fund would be \$97,349.00 for the year.

Commissioner Stark made a motion to approve Use of Contingency Funds, Commissioner Crothers-Moore seconded the motion. The motion was approved by all.

Expected Costs for the Rain Garden – North East Community Park:

The Rain Garden which is proposed at the North East Community Park is a requirement from the Cecil County Storm Water Management and Cecil Soil Conservation District, in conjunction with their approval of the Revetment Project on the South Side of the North East Community Park. The total cost for the project is \$9,740.01 which does not include in-kind donations of \$1,268.19.

Commissioner Braley made a motion to approve Rain Garden at the North East Community Park, Commissioner Stark seconded the motion. The motion was approved by all.

**-NEW BUSINESS-**

Water Allocation – 425 Red Toad Road – Emergency:

Residents at this location are requesting water to be supplied from the Town of North East due to the well failing. All fees have been paid along with notifying Cecil County Health Department. The residents are also aware, they have to abandon the existing well.

Commissioner Braley made a motion to approve the Water Allocation for 425 Red Toad Road, Commissioner Kline seconded the motion. The motion was approved by all.

Rezoning Application – 351 Mechanics Valley Road:

The Town has received a rezoning application from the Cecil County Department of Planning and Zoning, notifying the Town of an application where the Town is an adjoining property owner.

No action is required by the Mayor and Commissioners, as they have no comments the Town Administrator was directed to write a letter on behalf of the Mayor and Commissioners stating they have no comment.

Personnel Matter:

Town Administrator Ms. Cook-Mac Kenzie reported, the new Maintenance employee, Matthew Munsey will be starting the week of August 17, 2015.

**-MISCELLANEOUS-**

Town Administrator Ms. Cook Mac-Mac Kenzie gave an overview of the Bass Master Elite completion and Summerfest. It officially starts Thursday, August 13, 2015. Sunday August 16, 2015 will be the last day of the event. There will be reserved parking for the elected Town Officials and designated areas for public parking, very limited.

**-APPROPRIATIONS-**

A motion to approve Purchase Order No. 11527 to Mumford & Miller, in the amount of \$480,924.26 for Construction to the Street and Sidewalk Project a motion to approve made by Commissioner Kline, seconded by Commissioner Braley and approved by all.

A motion to approve Purchase Order No. 12752 to Coyne Chemical, in the amount of \$13,931.73 for Chemicals for Rolling Mill Water Treatment Plant a motion to approve made by Commissioner Braley, seconded by Commissioner Stark and approved by all.

A motion to approve Purchase Order No. 12561 to Taser, in the amount of \$5,999.86 for Six Tasers a motion to approve made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all.

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

**-BUSINESS FROM THE FLOOR-**

Barry Van Brown Sr. – 202 East Church Street, North East is requesting a replacement stop sign at the North East Elementary School at Church Street and Maryland Avenue. Mr. Meekins stated he will replace the stop sign by the end of the week.

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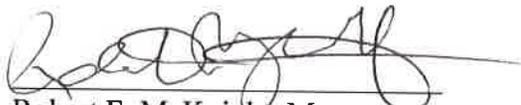
Geneva Rhoades - 407 Rollin Mill Lane, North East requested information about the replacement of the bridge on Rolling Mill Lane. Mayor McKnight stated that the last he hear the project was still part of the County's capital plan and slated to be completed in 2016. Mayor McKnight told Ms. Rhoades to contact the County Council for more information, Mrs. Cook-MacKenzie informed Ms. Rhoades of a petition that was available for signature at Town Hall.

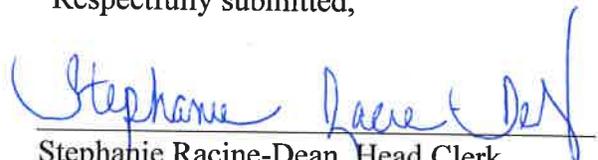
**-ADJOURNMENT-**

With there being no further business to discuss, a motion to adjourn was made by Commissioner Braley, seconded by Commissioner Kline, and approved by all. The meeting adjourned at 8:02 P.M.

Attest:

Respectfully submitted,

  
Robert F. McKnight, Mayor

  
Stephanie Racine-Dean, Head Clerk