

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

August 26, 2015

The Town Meeting was called to order by Mayor Robert F. McKnight at 7:00 PM. Present were Commissioners Paul Stark, Michael Kline 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. Commissioner Hilary Crothers Moore was absent from the meeting do to a work travel.

The Pledge of Allegiance was recited.

-APPROVAL OF MINUTES-

A motion to approve the minutes of August 12, 2015 was made by Commissioner Stark, seconded by Commissioner Braley.

-GUESTS-

Mark Dobbins, Enerwa – Made a presentation about a storm water management solution for the island located in the Municipal Parking lot adjacent to Town Hall. Mr. Dobbins and his classmate Mr. Welford have been participating in the Watershed Stewardship Academy and are required to complete a capstone project for the class. Mr. Dobbins has been in contact with The Director of Planning Betsy Vennell, Town Administrator Melissa B. Cook-Mac Kenzie and Maintance Supervisor Phillip Meekins after their previous discussion they determined the project would be beneficial. Mr. Dobbins then worked with Mr. Dan Speakman of McCrone Engineering on the design and specifications of the project. The area of the island to be renovated would be eight hundred square feet which is failing at this time.

Michael Berdinka, Haven Community Church – requested that the Mayor and Commissioners display the national motto, “In God We Trust”, in the hearing room. Mr. Berdinka and Mr. Gary Ashby presented the legal arguments for such a move and urged the Mayor Mc Knight and the Commissioner’s to “Vote Yes’ to legally display the national motto at the North East Town Hall. Mr. Berdinka and Mr. Ashby attached a sample resolution as well as forwarding a letter from the founder of ingodwetrust-amarica.org.

-APPOINTMENTS-

-PUBLIC COMMENT-

-OATH OF OFFICE-

ADOPTION OF RESOLUTION AND ORDINANCES-

1. Ordinance No. 2015-08-01 Chesapeake Utilities Corporation Granting of a Non-Exclusive Franchise

The Town Administrator advised this is for introduction only. She provided a brief overview of the proposed changes and invited the Board to contact her prior to the next Board meeting with any questions. There is no action required this evening.

2. Resolution No. 2015-08-01 Committed Fund Balance: Sick leave

Commissioner Kline made a motion to approve Resolution no. 2015-08-01, Commissioner Stark seconded the motion. The motion was approved by all.

3. Resolution No. 2015-08-02 Crossing Guard Job Description

Commissioner Braley made a motion to approve Resolution no. 2015-08-02, Commissioner Kline seconded the motion. The motion was approved by all.

REPORTS-

Ron Carter, Superintendent, Water Department:

Mr. Carter gave the monthly water report for the month of July 2015. For the Rolling Mills Water Plant which produced a total of 12,587,700 gallons, this equates to 406,005 gallons per day. The average raw water turbidity has been 8.99 NTU. The maximum daily finished water turbidity has averaged .17 NTU, with low and high values of .11 NTU and .22 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 1.62 mg/L, while the low and high values of finished water chlorine residual have been .80 mg/L and 2.30 mg/L, respectively.

Mr. Ron Carter gave the monthly water report for the month of July 2015. This report was for the Leslie Water Plant which produced a total of 8,272,400 gallons, this equates to 281,529 gallons per day. The average raw water turbidity has been 6.49 NTU. The maximum daily finished water turbidity has averaged .11 NTU with low and high values

of .07 NTU and .17 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 1.71 mg/L, while the low and high values of finished water chlorine residual have been 1.41 mg/L and 2.13 mg/L, respectively.

Mayor Mc Knight asked Mr. Carter for an update in regards to the two additional trucks that are needed for the North East Water Department. Mr. Carter reported after getting approval at the previous meeting to purchase two regular cab trucks he was informed that those trucks were no longer available and the dealer only has extended cab trucks available for immediate delivery. The Director of Finance and Administration reported, The Water Department is requesting an additional \$2,700.00 for each truck. Mr. Natale stated this would be paid out of the Contingency Funds and presented at the next board meeting as a Budget Amendment on September 9, 2015.

Commissioner Stark made a motion to approve the additional funds for extended cab trucks out of the water fund's contingency line not to exceed \$2,700 for each of the additional trucks, Commissioner Kline seconded the motion. The motion was approved by all.

Mayor Robert McKnight

Mayor Mc Knight reported he opened the County Council Meeting several weeks ago with prayer.

Mayor Mc Knight attended the BassMaster Tournament August 13, 2015 – August 16, 2015.

Commissioner Paul Stark

Commissioner Stark reported he attend the BassMaster Tournament August 13, 2015 – August 16, 2015.

Commissioner Braley

Commissioner Braley reported he attend the BassMaster Tournament August 13, 2015 through August 16, 2015. Mr. Braley said it was a great experience and a great event.

Commissioner Kline

Commissioner Kline entered into the record the Maintenance Department Monthly report for the month of June 2015 and July 2015.

Commissioner Kline reported he attend the BassMaster Tournament August 13, 2015 through August 16, 2015.

Director of Finance and Administration, Ken Natale

Mr. Natale reported, Sensus training for the new servers was conducted August 18, 2015 through August 20, 2015. The training was beneficial to the front office staff.

Mr. Natale reported, Vanguard is correcting the issues identified by the Water Department along with inspectors from Entech Engineering to get the project completed.

Mr. Natale advised, the Auditors will be conducting the Fiscal 2014-2015 audit. Mr. Natale also will be meeting with PNC discussing restructuring of the Town's bank accounts.

Town Administrator, Melissa B. Cook-Mac Kenzie

None.

-UNFINISHED BUSINESS-

None.

-NEW BUSINESS-

Mark Dobbins, Enerwa – Stormwater Management Municipal Parking Lot

Commissioner Kline made a motion to approve the Storm water remediation project for the Municipal Parking Lot adjacent to Town Hall as presented by Mr. Dobbins with no cash match but allowing an in kind match of Maintenance Department staff time to assist with the completion of the project, Commissioner Stark seconded the motion. The motion was approved by all.

C N A – Timberbrook and Thomas Avenue Project

Mrs. Melissa B. Cook-Mac Kenzie presented a change order request from C N A regarding additional engineering fees to cover previously approved work that was added to the streets and sidewalks project for Thomas Ave and parking spaces in Timberbrook. C N A is requesting an additional \$2,400.00 for engineering. Mrs. Cook-MacKenzie stated she believes the request is reasonable.

Commissioner Braley made a motion to approve the change order as requested by C N A for Timberbrook and Thomas Avenue, Commissioner Kline seconded the motion. The motion was approved by all.

-MISCELLANEOUS-

Commissioner Braley wanted to express his gratitude to the Town of North East and Sandy Turner of the Cecil County Department of Tourism for the excellent job that was done for the BassMaster Elite Event.

-APPROPRIATIONS-

A motion to approved Budget Amendment 2015-013 FY 2014-2015, was made by Commissioner Braley, seconded by Commissioner Stark and approved by all.

A motion to approved Budget Amendment 2015-014 FY 2014-2015 was made by Commissioner Kline, seconded by Commissioner Stark and approved by all.

A motion to approved Budget Amendment 2016-001 FY 2015-2016 was made by Commissioner Kline, seconded by Commissioner Stark and approved by all.

A motion to approved Budget Amendment 2016-002 FY 2015-2016

Mr. Natale will hold Budget Amendment 2016-002 until the next Town Board Meeting on September 9, 2015.

A motion to approve Purchase Order No. 12779 to Coyne Chemical, in the amount of \$5,403.02 for Varies Chemicals at the Rolling Mill Plant a motion to approve made by Commissioner Braley, seconded by Commissioner Kline and approved by all.

A motion to approve Purchase Order No. 12778 to Nicholas Excavation, in the amount of \$7,936.00 for paving on Conowingo Court a motion to approve made by Commissioner Kline, seconded by Commissioner Braley and approved by all.

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

-BUSINESS FROM THE FLOOR-

Virginia McKnight 120 Thomas Avenue – Thomas Ave Traffic – Mrs. McKnight is requesting additional signs to be placed at Thomas Avenue, near the schools. She is concerned, heavy flow of traffic and the speed of the vehicles.

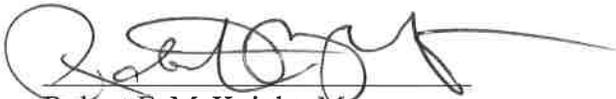
Heidi Braley 509 South Main Street – Asked why there were not school zone signs on Thomas Ave as it is adjacent to two schools. Mrs. Cook-MacKenzie and Chief Hamilton stated they would review the applicable laws about signage and that the NEPD would increase speed limit enforcement patrols on Thomas Ave.

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Kline, seconded by Commissioner Stark, and approved by all. The meeting adjourned at 8:18 P.M.

Attest:

Respectfully submitted,



Robert F. McKnight, Mayor

Stephanie Racine-Dean, Head Clerk