

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

December 9, 2015

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

The Pledge of Allegiance was recited.

-APPROVAL OF MINUTES-

Commissioner Kline requested corrections to be made on his report in the minutes of the November 23, 2015 board meeting.

The minutes for November 23, 2015 were tabled for the December 21 meeting as neither Mayor McKnight nor Commissioner Stark were present for the meeting and were unable to vote to approve the minutes.

GUEST-

None.

-APPOINTMENTS-

None.

-PUBLIC COMMENT-

None.

OATH OF OFFICE-

None.

ADOPTION OF RESOLUTION AND ORDINANCES-

None.

Town Board Approved Minutes on December 21, 2015

REPORTS-

Mayor McKnight

Mayor McKnight reported he attended the Cecil County Christmas Parade on Saturday December 5, 2015 and what a wonderful event it was. Mayor McKnight thanked the volunteers and The Town of North East staff.

Commissioner Kline

Commissioner Kline reported he attended the Cecil County Christmas Parade on Saturday December 5, 2015. Mr. Kline expressed interest in serving on the committee for the Cecil County Christmas Parade in 2016.

Commissioner Kline entered into the record the October 2015 Maintenance Department Monthly Report.

Commissioner Crothers-Moore

Commissioner Crothers-Moore reported she attended the Cecil County Christmas Parade on Saturday December 5, 2015. Mrs. Crothers-Moore stated she loved how the parade is pulled together and that it was a great event.

Commissioner Stark

Commissioner Stark reported he attended the Cecil County Christmas Parade on Saturday December 5, 2015. Mr. Stark thanked all the volunteers and The Town of North East staff. Mr. Stark stated he heard nothing but great reviews.

Commissioner Stark entered into the record the November 2015 Crime and Traffic breakdown for the North East Police Department.

Director of Finance and Administration, Ken Natale

Mr. Natale reported 435 water disconnection notices were mailed on Wednesday December 9, 2015.

Town Administrator, Melissa B. Cook-Mac Kenzie

The Town Administrator reported the following:

1. Mrs. Cook-Mac Kenzie reported she attended the Cecil County Christmas Parade on Saturday December 5, 2015. Mrs. Cook Mac-Kenzie stated the parade was a team effort

and that she received an incredible amount of support and she sincerely appreciates all that helped.

-UNFINISHED BUSINESS-

Discussion on setting a date and location of the Annual Christmas Party

Mrs. Cook Mac-Kenzie asked for the Commissioner's for a date and location of the Annual Christmas Party and Appreciation Dinner. The Mayor and Commissioner's stated they are available Saturday January 9th and Saturday January 16th 2016. Mrs. Cook Mac-Kenzie stated the restaurants that are being contacted for the event are in the corporate limits.

-NEW BUSINESS-

Residential Christmas Decorating Contest

Mrs. Cook Mac-Kenzie requested a date from the Mayor and Commissioners for the judging of the Residential Christmas Decorating Contest. Mayor McKnight appointed Mrs. Grace Miller, Commissioner Kline and Commissioner Crothers-Moore as judges. Judging will be held on December 16, 2015 starting at 6:00. Police Chief Darrell Hamilton advised he would pick each of judges up at their residence and drive them through the town.

-MISCELLANEOUS-

Mayor McKnight received an invitation for the attendance of the Mayor and Commissioner for the quarterly meeting of the Maryland Municipal League on December 17, 2015. This meeting will be held at the Cecilton Community Building at 90B North Center Street. Commissioner Stark and his wife will be attending the event to represent the Town.

-APPROPRIATIONS-

A motion to approve Purchase Order No. 13077 to Intercon Truck Equipment in the amount of \$ 5,785.00 for Maintance Department 2016 Ford F50 304 Stainless Steel Box Spreader and hardware a motion to approve the purchase order was made by Commissioner Stark, seconded by Commissioner Kline and approved by all.

A motion to approve Purchase Order No. 13138 to Mumford & Miller Concrete in the amount of \$153,425.71 for the Street and Sidewalk Project. A motion to approve the purchase order was made by Commissioner Kline, seconded by Commissioner Crothers-Moore and approved by all.

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

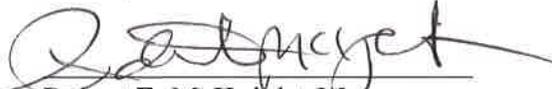
-BUSINESS FROM THE FLOOR-

Mrs. Grace Miller, 403 Merrey Street, complimented the town and how beautiful it looks for the Christmas Season.

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Crothers-Moore, seconded by Commissioner Kline, and approved by all. The meeting adjourned at 7: 16 P.M.

Attest:



Robert F. McKnight, Mayor

Respectfully submitted,



Stephanie Racine-Dean, Head Clerk