



**Town of Port Deposit
Town Council Meeting Minutes
Work Session Meeting
Conference/Video Meeting
January 21, 2025**

The public was invited to call into the meeting via videoconferencing or audio by phone.

CALL TO ORDER

Mayor Tome, Jr. called the meeting to order at 7:00 p.m.

PRESENT: Mayor Tome, Jr, Deputy Mayor Brown, Councilman Knight, Councilwoman Thiele (Zoom), Councilman Berlin, Town Administrator Rinkerman, Treasurer Gray, PW & Code Administrator Jamison, Town Attorney Tom McCarron (Zoom), and Chris Comer from Comcast (Zoom)

PUBLIC COMMENT – None

ANNEXATION PETITION 06-2024

This is a petition to enlarge the corporate boundaries of the Town of Port Deposit by annexation of 44.9515 +/- acres of land consisting of multiple parcels on Tax Map 221, owned and known by Rock Run, LLC Old Schoolhouse Drive, and Race Street PD, LLC.

Annexation Resolution, Exhibit 1 and Annexation Agreement, Exhibit 3 - Town Attorney Tom McCarron advised that during several discussions with the petitioner and his counsel, there were minor changes that resulted in language clarifications in Section 8.4. He sent those revisions to the petitioner and his counsel. No comments were received on the revision.

Mr. Moran stated that they agreed with the wording of the documents in the current form.

Motion was made by Deputy Mayor Brown to approve Annexation Resolution 06-2024 and Annexation Agreement in its present form, seconded by Councilman Knight.

Councilman Berlin commented that due to the present road conditions, he suggested inclusion of stop signs and speed bumps. He stated that this development is behind his house.

Roll Call Vote – Councilwoman Thiele – Y, Deputy Mayor Brown – Y, Councilman Knight – Y, Councilman Berlin – Abstained. The resolution was passed by a vote of 3 in favor and 1 abstention. Annexation Resolution 06-2024 and the Annexation Agreement was adopted.

OLD BUSINESS - None

NEW BUSINESS

Comcast Franchise Agreement - Chris Comer, Director of Government and Regulatory Affairs advised that Comcast is requesting a franchise agreement with the Town, which was reviewed by Town Attorney Tom McCarron. Construction is slated for the third quarter of 2025.

Motion made by Councilman Knight to approve and accept the Comcast Franchise Agreement, seconded by Councilman Brown. All were in favor. Motion passed unanimously.

Transportation Priorities - Town Administrator Rinkerman reviewed the draft letter outlining the Town's transportation priorities that will be sent to Cecil County Division of Planning and Zoning. The Council authorized the Mayor to sign the letter.

Akehurst Agreement for Powers Road - Town Administrator Rinkerman presented the snow removal/mitigation agreement with Akehurst Landscape Service, Inc. for Powers Road. Since the buildings are not occupied currently, the main costs will be for snow events of 1 ½ inches or more.

Deputy Mayor Brown made a motion to accept the Akehurst contract, seconded by Councilman Berlin. All were in favor. The motion passed unanimously.

IT Services Contract - Treasurer Gray advised that our current IT provider has gone out of business, and we have sought estimates from other local companies. The company who responded, PC Enhancements of Rising Sun provided an initial estimate of \$1,800.00 for a full assessment of our network and systems.

Motion made by Councilman Berlin to accept the estimate and services of PC Enhancements, seconded by Councilman Knight. All were in favor. The motion passed unanimously.

Keystone Generators Inc., Estimate - Treasurer Gray also presented an estimate from Keystone Generators for repairs to the battery charger and wiring for the generator located at Town Hall.

Deputy Mayor Brown made a motion to accept the estimated scope of work, seconded by Councilwoman Thiele. All were in favor. The motion passed unanimously.

Town Vehicles - PW & Code Administrator Jamison requested that two of the town vehicles; a 2014 Ford F350 dump truck and a 2012 Dodge Charger, be sent to Ritchie Brothers for auction.

Councilman Knight made a motion that these two vehicles be sold at Ritchie Brothers auction, seconded by Councilman Brown. All were in favor. The motion passed unanimously.

COUNCIL REPORTS –

Councilman Knight questioned the status of parking lot sealing projects. He was advised the projects were on hold until spring.

Councilman Brown commented on an apparent abandoned vehicle with flat tires located on Center Street. PW & Code Administrator Jamison advised that the vehicle would be tagged before having it towed.

Councilman Berlin is working with a Scout who will pursue the Free Kids Library. This will be the Scout's Eagle project.

Mayor Tome said the AED station at Marina has been completed, except for the plaque which will be installed when the weather is warmer.

PUBLIC COMMENT - None

ANNOUNCEMENTS

Port Deposit Chamber of Commerce Fire and Ice Event, Saturday, February 1, 2025, 4:30 to 7:30 p.m., downtown - South Main Street. Main Street will be closed to traffic from Center Street to Oyster Shell Alley for the event.

ADJOURNMENT

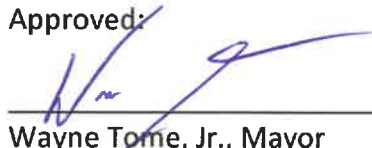
Motion made by Deputy Mayor Brown to convene in executive closed session pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-105(7) to consult with counsel to obtain legal advice on a legal matter relative to a contract, seconded by Councilman Knight. Roll Call vote: Tome, Jr. – Y, Brown – Y, Berlin – Y, Knight – Y, and Thiele - Y. All in favor. Motion carried unanimously. The meeting was adjourned at 7:20 p.m. to closed session and Council did not return to open session.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Wayne Tome, Jr., Mayor