



**Town of Port Deposit
Town Council Meeting Minutes
Legislative Meeting
Conference/Video Meeting
February 4, 2025**

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

CLOSED EXECUTIVE SESSION – At the January 21, 2025 Council meeting, motion was made by Deputy Mayor Brown, seconded by Councilman Knight, to convene in closed executive session at 7:20 p.m., pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-305 (3) to consider the acquisition of real property for a public purpose and matters that is not related thereto. Roll Call vote: Tome, Jr. – Y, Brown – Y, Berlin – Y, Knight – Y, and Thiele - Y. All in favor. Motion carried unanimously.

PRESENT AT CLOSED SESSION: Mayor Tome, Jr., Deputy Mayor Brown, Councilman Berlin, Councilman Knight, Councilwoman Thiele, Town Administrator Rinkerman.

The Mayor and Council discussed a survey for a piece of property.

The closed executive session adjourned at 8:10 p.m. and Council did not return to open session.

CALL TO ORDER

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

PRESENT: Mayor Tome, Jr., Deputy Mayor Brown, Councilman Berlin, Councilman Knight, Town Administrator Rinkerman, Treasurer Gray, PW & Code Administrator Jamison and introduction of Circuit Rider Kurt Bovankovich.

ABSENT: Councilwoman Thiele.

APPROVAL OF MINUTES

November 5, 2024 Legislative Meeting. Motion made by Councilman Knight to approve, seconded by Deputy Mayor Brown. Minutes approved unanimously.

November 9, 2024 Work Session Meeting. Motion made Councilman Knight to approve, seconded by Deputy Mayor Brown. Minutes approved unanimously.

December 5, 2024 Legislative Meeting. Motion made Deputy Mayor Brown to approve, seconded by Councilman Knight. Minutes approved unanimously.

December 17, 2024 Work Session Meeting. Motion made Councilman Knight to approve, seconded by Deputy Mayor Brown. Minutes approved unanimously.

January 7, 2025 Legislative Meeting. Motion made by Deputy Mayor Brown to approve, seconded by Councilman Knight. Minutes approved unanimously.

January 21, 2025 Work Session Meeting. Motion made by Councilman Knight to approve, seconded by Deputy Mayor Brown. Minutes approved unanimously.

CCSO REPORT

Corporal Tyler Price participated via Zoom. He gave an update on the January statistics. There were 204 hours of support, 14 calls for service and many patrol checks. He also stated he had participated in a funeral detail in town.

PUBLIC COMMENT – None

INTRODUCTION – Circuit Rider Kurt Bovankovich was introduced to those present. His is a shared position with three towns. He will be working a updating the Code Enforcement in Port Deposit.

OLD BUSINESS

Treasurer Gray gave an update on the IT services stating that Walt from PC Enhancements had been in Town Hall within the past week, surveying our current equipment and software usage. He submitted a proposal for cloud based backup services and the necessary equipment to run this service. Councilman Knight asked questions regarding the service that Treasurer Gray could not answer. She stated she would provide Councilman Knight with the contact information necessary to get the information he wanted. Also, tested was the internet connection, advising that it was extremely slow and recommended that we upgrade to a service that would give upload speeds of 300Mbps.

Motion made by Deputy Mayor Brown, seconded by Councilman Knight, to approve the internet service change. Motion was passed unanimously.

NEW BUSINESS

Town Administrator Rinkerman reported the Election Board had met and approved the timeline that was presented to them. The Election Board will meet again to certify the candidates. An election timeline was given to each Councilman.

Emergency Senate Bill 477, sponsored by Senator Gallion was discussed. This bill changes the scope of the Port of Deposit State Park from 125 to 150 acres to 12 to 19 acres and will encompass only the Snow Hill and Forest conservation areas. Administrator Rinkerman will be testifying in support of this Bill on February 11, 2024 in Annapolis.

Town Administrator Rinkerman advised that the CBDG grant timeline has been extended and updated with additional funding due to the cost of the inspection fees. She also said that this is a pass-through grant from the Federal Government which may cause the project to pause until the current administration does additional inspections of currently approved grant funding.

REPORTS TO COUNCIL

Public Works and Code – PW and Code Administrator Jamison stated that they have ongoing projects of shop clean up, fence line clearing and filling pot holes in parking lots. More permanent fixes will be made to the parking lots in the spring.

Treasurer Gray reported on the budget report and bank reconciliation. Preliminary budget discussions will begin in March.

Town Administrator Rinkerman reported the Planning Commission had met and re-elected Bill Baron as Chair of the committee. That Committee discussed the lot line adjustments and stormwater management project on the Town Parking Lot, South Main Street.

An announcement concerning the new tenant for Bainbridge Lot A is to be made on February 18 in the Cecil County Administration Building. The Town planning commission will have a follow up meeting with the Lot A stakeholders on March 13, 2025.

Town Administrator Rinkerman, along with Mayor Tome, reported they have a meeting with SHA on February 11, 2025. 1:00PM at Town Hall regarding the upcoming project in town. Mayor Tome, Bill Barron and Angie Bucher will be meeting with the SHA personnel to discuss negotiations for easements. There will be an additional work session meeting on March 20, 2025 at 12:30 p.m. Town Administrator Rinkerman announced that Governor Moore is scheduled to visit Bainbridge in the near future.

COUNCIL REPORTS

Deputy Mayor Brown asked how the Fire and Ice event put on by the Port Deposit Chamber of Commerce was received. According to Councilman Berlin and Councilman Knight, the event was a huge success.

Mayor Tome stated he would be attending a Western Mayor's meeting on February 13, 2025. He said this is a way for the Mayor's of towns in the Western part of Cecil County to collaborate on various items and projects.

PUBLIC COMMENT – None

EXECUTIVE CLOSED SESSION

Motion made by Councilman Knight, seconded by Councilman Berlin, to convene in executive closed session pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-105(1) to discuss the appointment, employment, assignment, promotions, discipline, demotion, compensation, removal, resignations or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affect one or more specific individuals and (3) to consider the acquisition of real property for a public purpose and matters directly related thereto relative to the Bainbridge property. Roll Call vote: Brown – Y, Knight – Y, Berlin – Y, Tome – Y. Councilwoman Thiele – Absent. All in favor. Motion carried unanimously. Meeting adjourned from closed session and Council did not return to open session.

ADJOURNMENT - The public meeting adjourned at 8:00 p.m. Meeting audio is available upon request.

Attest:

Vicky Rinkerman, Town Administrator

Approved:



Wayne Tome, Jr., Mayor

14. ADJOURNMENT to CLOSED EXECUTIVE SESSION - Pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-105 (1) to discuss the appointment, employment, assignment, promotions, discipline, demotion, compensation, removal, resignations, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affect one or more specific individuals and (3) to consider the acquisition of real property for a public purpose and matters directed related thereto relative to the Bainbridge property. Council will not return to open session.

***Next meeting of the Council of the Town of Port Deposit is scheduled for
Tuesday, March 18, 2025 at 7:00 p.m. in Town Hall, 64 S. Main Street, Port Deposit.***