



**Town of Port Deposit
Town Council Meeting Minutes
Legislative Meeting
Conference/Video Meeting
August 6, 2024**

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

CALL TO ORDER

Deputy Mayor Brown called the meeting to order at 7:00 p.m.

PRESENT: Deputy Mayor Brown, Councilman Berlin, Councilman Knight (Zoom) Councilwoman Thiele (Zoom), Town Administrator Rinkerman, Treasurer Gray, and PW & Code Administrator Jamison.

ABSENT: Mayor Tome, Jr.

SAFETY TIP OF THE MONTH

Deputy Mayor Brown presented the Safety Tip of the Month to Council.

APPROVAL OF MINUTES

July 2, 2024 Legislative meeting and July 16, 2024 Work Session meeting minutes were presented.

Motion made by Councilman Berlin to approve the July 2, 2024 Legislative meeting minutes as presented. Seconded by Councilwoman Thiele. All in favor. Motion carried unanimously.

Motion made by Councilman Berlin to approve the July 16, 2024 Work Session meeting minutes as presented. Seconded by Councilwoman Thiele. All in favor. Motion carried unanimously.

CCSO REPORT – Council was provided a copy of the CCSO report for the month of July.

PUBLIC COMMENT – Kat Koenig provided an update on the historic audio tour. She stated that thus far 1200 people have listened to the tour since it's been launched. She also requested approval for her to place the temporary stickers on the sidewalks in preparation for the Port Deposit Pirate Takeover. Council approved.

OLD BUSINESS

USACE CAP Grant update – Town Administrator Rinkerman stated she received the paperwork for the CAP Grant and the town's 50% portion is over \$800,000 and have delayed the decision and pushed it to 2026 due to the cost. She will reach out to Norfolk Southern for a potential contribution since the property involves their embankment.

Hopkins Quarry Park Development update – Town Administrator Rinkerman advised that Jamie Kenrick has been working on the project and has found a US Department of Transportation grant that the town may be able to use for the Hopkins Quarry Entrance. He will work on applying for the grant.

Cyclical Tax Sale Properties – Town Administrator Rinkerman spoke with Jessica at Cecil County who stated that Cecil County owns the certificates for the properties in cyclical tax sale. Since the MOU with the county was signed, once the town provides a check, the county will sign over the certificates to the town.

Town Hall Security Update – PW Administrator Jamison provided two estimates for the Town Hall security system requested. One estimate is provided by the town's current security company and the 2nd estimate is from an outside company. Council will review the information packets provided and discuss further.

SHA Drainage and Sidewalk Project Update – Town Administrator Rinkerman provided an overview of the town's meeting with SHA discussing the storm drain and sidewalk projects. Discussion ensued regarding the granite sidewalks and the parking/sidewalk area in front of Granite Run Taproom.

NEW BUSINESS

Audit Engagement Letter – Treasurer Gray presented the Audit Engagement letter to be signed by Town Administrator Rinkerman and Mayor Tome Jr. Treasurer Gray will be inquiring about a cost on page 6 which she believes is not what was originally agreed on. She believes it was an agreement of 10% rather than 15%. She will verify the amount and bring it back to the Council for approval/signature.

Request for Parking Space – Town Administrator Rinkerman advised that the new owner of 82 S. Main has requested space in the parking lot to temporarily place a 32-yard dumpster while completing clean-up of the property. This will be for a duration of a few weeks.

Meeting with DNR update – Town Administrator Rinkerman provided an update on the meeting her and Deputy Mayor Brown had with the DNR Secretary and his team. They provided a tour of town while providing an overview of the town's draft concept and restoration repurpose plan. DNR is due to have a report to the state by September. It will be released at the August 21st meeting.

Deputy Mayor Brown thanked Town Administrator Rinkerman for doing an amazing job promoting the town, all of her hard work and voicing the town's plans.

REPORTS TO COUNCIL

PUBLIC WORKS & CODE – PW & Code Administrator Jamison provided updates to the Council on projects completed and currently in process. This included meeting with schoolhouse apartments management/employees and signs to be installed regarding tenants parking vehicles on the town's property and destruction of property. A memo will also be sent to CCSO regarding issues on the property.

TREASURER – Treasurer Gray provided financial statements for the month of July and provided details as requested. She advised that all the bank accounts have been reconciled.

TOWN ADMINISTRATOR – Town Administrator Rinkerman provided various updates to include the façade grant applications sent to DHCD for MHT determination/review before the recipients are sent a letter of

approval, University of Maryland's PALS program and potential partnership with the town focusing on Snow Hill, and the submission of an annexation petition for properties across from Old Schoolhouse apartments owned by Rock Run Road LLC. /Joe Moran that will be scheduled for introduction at the August 27th Town Council meeting, and September 26th Planning Commission meeting. Provided updates on the Army Corp of Engineers watershed study and TAP Grant and plan on releasing the RFP in September. Port Deposit Pirate Takeover September 21st and 22nd with the Chamber providing downtown evening event on the 21st.

COUNCIL REPORTS

Councilman Berlin discussed creating a free library in the center of town with a "Take a book, leave a book" type of system. Discussion on location and how to secure. Council supports the idea.

Councilman Berlin would like to get the fountain in the center of town up and running. Discussion on previous attempts but desire to pursue the project.

PUBLIC COMMENT

Kat Koenig inquired about the traffic counter which PW Administrator advised it was placed by Cecil County.

Erica Berge, CCU discussed the free library idea and advised that Cool Beans used to have a free library on the porch. Rising Sun also has a free library in front of Town Hall and might be worth inquiring about. She also suggested partnering with PDHC for fund raising for the fountain.

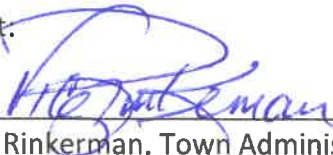
ANNOUNCEMENTS

Third Annual Port Deposit Pirate Takeover Event – September 21 and 22, 2024 in Marina Park

ADJOURNMENT

The public meeting adjourned at 7:47 p.m. Meeting audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Kevin Brown, Deputy Mayor