



**Town of Port Deposit  
Town Council Meeting Minutes  
Work Session Meeting  
October 16, 2018**

**CALL TO ORDER**

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

**PRESENT:** Mayor Tome, Deputy Mayor Kuhs, Councilman Broomell, Councilman Brown, Councilman Haines, Councilwoman Rodgers, Town Administrator Rinkerman, Finance Manager Ted Sookiasian, and Counsel Herring.

**ABSENT:** Councilman Knight

Mayor Tome provided the safety tip of the month on breast cancer awareness.

**APPROVAL OF MINUTES**

Motion was made by Councilman Kuhs to approve the minutes of the September 4, 2018 and September 18, 2018 meeting minutes as presented. Motion carried unanimously. Councilwoman Rodgers abstained from voting on the September 4<sup>th</sup> minutes.

**PRESENTATION**

**FY2018 Audit Report** - Timothy Sawyer, CPA, Barbacane, Thornton & Company provided an overview of the FY2018 Audit Report. He advised that the Town is in compliance with government accounting regulations and there were no issues or concerns with the financial records and processes.

**PUBLIC COMMENT**

Jack Conrad provided comments on the amount of time it has taken to process the deed for the property he recently donated to the town.

**NEW BUSINESS**

**Public Safety Committee Bylaws** – Councilman Brown reviewed provided Council a copy of the proposed Public Safety Committee Bylaws for consideration.

Motion was made by Councilman Kuhs to adopt the Public Safety Committee Bylaws with the amendment to remove “at least” from section C. Committee Members and insert “or designee” after Water Witch Fire Chief in section D. Advisory Committee Members. Seconded by Councilwoman Rodgers. Motion carried unanimously.

**Charter Amendment Number of Councilmembers** – Councilman Kuhs stated that the town has discussed reducing the number of elected officials in the past. With the difficulty the town has experienced over the past few years with fewer individuals filing for Council and filling vacancies on volunteer Boards and Committees, he suggested that the Council consider reducing the number of

elected officials from the current seven (Mayor and six Councilmembers) to five (Mayor and four Councilmembers).

Discussion ensued regarding the Charter amendment requirement to reduce the number of elected officials, staggered terms of office, and impact on upcoming election.

Council concurred to authorize staff to proceed with a draft Resolution for consideration to amend the Charter to reduce the number of elected officials from seven to five.

### **OLD BUSINESS**

**Waterfront Master Plan Adoption** – Town Administrator Rinkerman advised the Council that the Chesapeake Bay Foundation grant requires that the Council officially adopt by motion the Port Deposit Waterfront Master Plan.

Motion was made by Councilwoman Rodgers to adopt the Port Deposit Waterfront Master Plan as presented. Seconded by Councilman Kuhs. Roll call vote: Brown – Y, Rodgers – Y, Kuhs – Y, Haines – Y, Broomell – Y. Motion carried unanimously.

**Update on Waste Water Treatment Plant** – Town Administrator Rinkerman advised that the County has withdrawn plans for a regional wastewater treatment plant on the Bainbridge property. County officials intends to proceed with a package plant on 2.5 acre site that will accommodate Port Deposit’s sewer needs with additional capacity available for the anticipated Bainbridge proposal. When development on Bainbridge and surrounding area demands more sewer capacity, the package plant can be relocated to the Bainbridge site.

### **REPORTS TO COUNCIL**

**Finance** – Finance Manager Sookiasian provided the financial/budget report for the period ending September 30, 2018

**Town Administrator** – Town Administrator Rinkerman provided an update on projects and grants.

### **COUNCIL REPORTS**

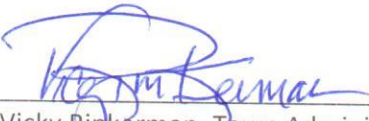
Councilwoman Rodgers commented on KKK flyers that were distributed throughout town. Mayor Tome advised that other areas were also targeted with this information.

### **ANNOUNCEMENTS**

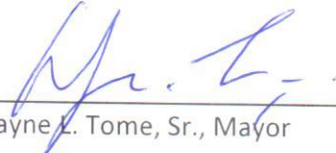
Mayor Tome advised that the Water Witch Fire Company will sponsor the Trunk or Treat event on October 31, 2018 from 6:00 – 8:00 p.m. in the Marina parking lot across from town hall.

**ADJOURNMENT** – The meeting was adjourned at 8:00 p.m.

Attest:

  
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Vicky Rinkerman, Town Administrator

Approved:

  
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Wayne L. Tome, Sr., Mayor