



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

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

**CLOSED EXECUTIVE SESSION** – At the January 2, 2024 Council meeting, Motion made by Councilwoman Thiele to convene in closed executive session at 7:51 P.M. pursuant to the Annotated Code of MD, General Provisions Articles, Title 3, Subtitle 3-305 (3) to consider the acquisition of real property for the public purpose and matter directly related thereto relative to a public park. Seconded by Deputy Mayor Brown. Roll call vote: Brown- Y, Thiele- Y, Berlin- Y. All in favor. Motion carried unanimously. Council did not return to open session.

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

**ABSENT:** Councilman Knight.

The Mayor and Council discussed the state park proposal for the Tome School property relative to public use of the property.

The closed executive session adjourned at 8:35 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, Town Administrator Rinkerman, Treasurer Gray and PW & Code Administrator Jamison. Via Zoom - Councilman Knight and Councilwoman Thiele

**SAFETY TIP OF THE MONTH**

Mayor Tome, Jr. presented the Safety Tip of the Month to Council.

**APPROVAL OF MINUTES**

January 2, 2024 Legislative meeting minutes were presented.

Motion made by Deputy Mayor Brown to approve the January 2, 2024 Legislative minutes as presented. Seconded by Councilman Berlin. Roll call – Brown-Y, Berlin-Y, Thiele-Y, Knight-Abstain. Motion carried.

**PUBLIC COMMENT** – No public comment.

## **OLD BUSINESS**

Marina Park Clean-up – PW & Code Administrator Jamison discussed the debris in Marina Park from the last flood. The town originally considered holding a volunteer clean-up due to the excessive amount of debris and wood. Due to the scope of the project, large debris, and machinery required, Jamison obtained an estimate to have a company assist with the clean-up. Councilman Knight suggested reaching out to the Conowingo Dam for assistance/resources. Deputy Mayor advised after viewing the project and amount of debris, that the project is too large for the Public Works Department or volunteers. He suggested residents being able to pick up the larger pieces of wood for firewood if they so desired.

Motion made by Deputy Mayor Brown to allocate \$6900 of the ARPA funds for the Marina Park clean-up. Seconded by Councilman Berlin. All in favor. Motion carried unanimously.

## **NEW BUSINESS**

Resolution 01-2024 – Investments – Treasurer Gray presented an investment opportunity with Aberdeen Proving Ground Federal Credit Union for a 12-month investment at the interest rate of 5.14% with an Annual Percentage Yield of 5.25%.

Motion made by Councilman Knight to invest \$250,000 in an account at Aberdeen Proving Ground Federal Credit Union for a 12-month investment at the interest rate of 5.14% with an Annual Percentage Yield of 5.25%. Seconded by Deputy Mayor Brown. Roll call vote – Brown – Y, Berlin – Y, Knight – Y, Thiele – Y. All in favor. Motion carried unanimously.

Resolution 02-2024 – Investments – Treasurer Gray presented an investment opportunity with M&T Bank for a 12-month investment at the interest rate of 4.4% with an Annual Percentage Yield of 4.5%.

Motion made by Deputy Mayor Brown to invest \$250,000 in an account at M&T Bank for a 12-month investment at the interest rate of 4.4% with an Annual Percentage Yield of 4.5%. Seconded by Councilman Knight. Roll call vote – Brown – Y, Berlin – Y, Knight – Y, Thiele – Y. All in favor. Motion carried unanimously.

Resolution 03-2024 – Investments – Treasurer Gray presented an investment opportunity with Wells Fargo Bank for a 7-month investment at the interest rate of 4.75%.

Motion made by Councilman Berlin to invest \$250,000 in an account at Wells Fargo Bank for a 7-month investment at the interest rate of 4.75%. Seconded by Councilwoman Thiele. Roll call vote – Brown – Y, Berlin – Y, Knight – Y, Thiele – Y. All in favor. Motion carried unanimously.

Councilman Knight suggested that as the investments start to mature, to ladder/stagger them.

Mead & Hunt Contract Amendment – Town Administrator Rinkerman discussed the work that Mead & Hunt has been doing on the comprehensive plan and zoning ordinance amendments. The Town has presented additional requests, GIS work due to annexation, and more meetings have been requested to draw the Planning Commission's attention to detail and going above and beyond in due diligence. Legal Counsel McCarron advised that this will have to go through a comprehensive zoning procedure, requiring additional public hearings, mailings and work meetings, adding another 2 or 3 months of additional work. Town Administrator Rinkerman recommended the Council consider the proposed amendments to the Mead & Hunt contract and to use ARPA funds for the additional cost of \$7890.

Discussion ensued regarding the costs, broadened scope of work, and the decreased labor rate offered for the additional work.

Motion made by Deputy Mayor Brown to fund the contract modification with Mead & Hunt for an additional \$7890 using ARPA funds. Seconded by Councilman Knight. Roll call vote – Brown – Y, Berlin – Y, Knight – Y, Thiele – Y. All in favor. Motion carried unanimously.

## **REPORTS TO COUNCIL**

**PUBLIC WORKS & CODE** – PW & Code Administrator Jamison provided updates to the Council on projects completed and currently in process. Discussion ensued regarding obtaining estimates for playground improvements including mulch, edge alterations, and rubber pads, Spot in the Rock Park bridge repairs, solar light in Parking Lot #2, and PW inventory list.

Jamison presented estimates for sidewalk repairs at 162 N. Main Street.

Motion made by Councilman Knight to approve the sidewalk repairs using ARPA funds. Seconded by Councilwoman Thiele. Roll call vote – Brown – Y, Berlin – Y, Knight – Y, Thiele – Y. All in favor. Motion carried unanimously.

**TREASURER** – Treasurer Gray stated that the safety deposit box an M&T Bank currently only has one signatory still with the town, Town Administrator Rinkerman.

Motion made by Deputy Mayor Brown to designate Mayor Tome, Jr. as the 2<sup>nd</sup> signatory for the safety deposit box. Seconded by Councilman Knight. Roll call vote – Brown – Y, Berlin – Y, Knight – Y, Thiele – Y. All in favor. Motion carried unanimously.

**TOWN ADMINISTRATOR** – Town Administrator Rinkerman provided various updates to include the January Planning Commission Meeting and review of the zoning ordinance amendments, soil remediation project to begin next week at 18 N. Main Street, 2025 Transportation Priorities letter, ACE CAP 2025 funding and Watershed Study.

## **COUNCIL REPORTS**

Deputy Mayor Brown inquired about having the trash service for Newport Landing added to the contract that the town has with Casella for refuse pick up.

Councilman Berlin provided an update regarding working with the Port Deposit Chamber on the town newsletter.

Mayor Tome, Jr. discussed street light sensors and reporting issues as they arise.

**PUBLIC COMMENT** – Erica Berge, Community Connecting Us announced that the Chamber is hosting an event on Saturday, February 10<sup>th</sup> for the Winter Lights – Cecil Nights promotion. She provided an update on the Canal Road encampment clean-up and advised that the County will keep an eye on the area, and announced that CCU will be hosting a Cyber Awareness Class on March 24<sup>th</sup>, and have a Art Show on April 24<sup>th</sup> to celebrate Mr. Rodgers Neighborhood.

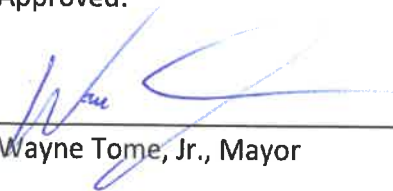
**ANNOUNCEMENTS** – No announcements.

The public meeting adjourned at 8:15 p.m. Meeting audio is available upon request.

Attest:

  
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Vicky Rinkerman, Town Administrator

Approved:

  
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Wayne Tome, Jr., Mayor