



**Town of Port Deposit
Town Council Meeting Minutes
Legislative Meeting
Conference/Video Meeting
March 1, 2022**

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

CALL TO ORDER

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

PRESENT: In person: Mayor Kuhs, Councilman Berlin, Councilman Knight, Town Administrator Rinkerman, Treasurer Sookiasian, and. Via Zoom: Deputy Mayor Brown and Councilman Tome Jr.

ABSENT: Chief of Police Smith

SAFETY TIP OF THE MONTH – Mayor Kuhs presented the Safety Tip of the Month to Council.

APPROVAL OF MINUTES

Minutes from Town Council February 1, 2022 Legislative Meeting and February 15, 2022 Work Session Meeting were presented.

Motion was made by Councilman Tome, Jr. to approve the minutes as presented. Seconded by Deputy Mayor Brown. Roll call vote: Berlin – Y, Knight – Y, Brown – Y, Tome Jr. – Y. All in favor. Motion carried unanimously.

PUBLIC COMMENT – No public comment.

INTRODUCTION - Ordinance 2022-01 - Port Deposit Zoning Code amendment, Article XI, Section 211 to amend the regulations for occasional festivals, events of public interest or special events, occasional outdoor. The proposed Ordinance would give the Mayor and Town Council flexibility to determine the length of time for an annual Seasonal Business and Use Permit and establish a rental fee on a case-by-case basis. – Town Administrator Rinkerman introduced Ordinance 2022-01 which was recommended for approval by the Planning Commission through Resolution 02-2022. The Public Hearing has been advertised and will be held at the March 15, 2022 Town Council Meeting.

OLD BUSINESS

ARPA Funding Update - Treasurer Sookiasian presented three (3) ARPA projects that were previously approved by the Finance Committee.

1. Main Street Clock Repair – Treasurer Sookiasian presented two (2) estimates for repair of the town clock. The Council agreed that the 2nd and cheaper estimate is ideal, especially since the company would be providing more services such as paint restoration. Motion was made by Councilman Tome, Jr. to approve repair/restoration of the town clock. Seconded by Councilman Knight. Roll call vote: Berlin – Y, Knight – Y, Brown – Y, Tome Jr. – Y. All in favor. Motion carried unanimously.
2. Oystershell Alley drain repair – Treasurer Sookiasian informed the Council that the drain in Oystershell Alley is clogged/crushed by a tree root. Using a company suggested by the State Highway Administration, repair of the storm drain, cutting the tree down, and grinding the stump would cost \$26,000. Motion was made by Councilman Knight to approve the Oystershell Alley drain repair. Seconded by Councilman Tome, Jr. Roll call

vote: Berlin – Y, Knight – Y, Brown – Y, Tome Jr. – Y. All in favor. Motion carried unanimously.

3. Planning for Spot in the Rock embankment erosion – The town received an estimate from RK&K for the engineering planning costs to correct the embankment erosion at the Spot in the Rock park. Motion was made by Councilman Tome, Jr. to approve the engineering planning costs for Spot in the Rock. Seconded by Councilman Berlin. Roll call vote: Berlin – Y, Knight – Y, Brown – Y, Tome Jr. – Y. All in favor. Motion carried unanimously.

Treasurer Sookiasian stated that the finance committee is continuously working on developing a list of potential projects to consider for the funding. After staff proceeds with obtaining estimates for the potential projects, the projects are then presented to the Town Council. Town Administrator Rinkerman stated that she is developing a RFP for Marina Park improvements.

Winter Lights Promotion Wrap up- Town Administrator Rinkerman stated that the town is wrapping up the Winter Lights Cecil Nights Promotion made possible by Cecil County Tourism and Upper Shore Regional Council. The participants will be awarded with a gift card to one of the local businesses within town.

NEW BUSINESS

Sanitary Sewer Inflow and Infiltration Investigation – Town Administrator Rinkerman stated that affected property owners have received a letter informing them of the need to disconnect their storm water from the sewer lines as per county regulations.

REPORTS TO COUNCIL

Treasurer Sookiasian stated that the service contract with GFL and the town’s auditors will be expiring and stated that there are two options available. He stated the town could send out a RFP for other companies, or the town could reach out to the current companies and request contract renewals. The Council decided to first reach out to the current companies and view their contract prior to determining if a RFP is necessary.

Treasurer Sookiasian provided the Council with financial reports and updates for the month of February. The report included various revenue sources, projects and expenses including utility, local income, and real property taxes, trash collection, and ARPA funding.

Town Administrator Rinkerman provided the Council an update on meetings and projects. This included the February 24 2022 Planning Commission meeting when Jeff Heck was reappointed as Chair and Steve Davidson as Vice-Chair, and recommended the approval of the amendments to the Zoning Code. Discussion ensued regarding Phase 2 of the Bainbridge development in relation to the Tome School. The Bainbridge Development Corporation will be at the April 5, 2022 Town Council Meeting to present more information and provide details on the studies completed. Town Administrator Rinkerman attended a meeting with Community Connecting Us (CCU) regarding developing the after school program similar to the Perryville Outreach Program due to the influx of students attending the after school programs at CCU.

Town Administrator Rinkerman provided an update on the homes in cyclical tax sale within town. Code violation letters were mailed to five (5) properties on Race Street and six (6) properties on N. Main Street. She advised she is in communication with the Deputy Attorney for Cecil County regarding the possible development of a program similar to the Dorchester County Program.

COUNCIL REPORTS –

Deputy Mayor Brown inquired about the status of communication with Lee’s Landing regarding the abundance of trash. Town Administrator Rinkerman stated she is awaiting response from the Lee’s Landing point of contact.

Councilman Tome, Jr. suggested to contact SHA regarding the drain at 160 N. Main as it seems to be clogged. He also

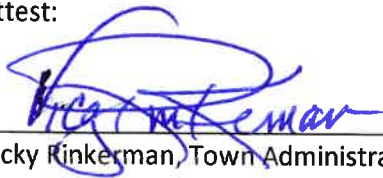
inquired about the speed signs which he had mentioned at a previous meeting. He again stated that he would do some research and suggested using ARPA funding for the speed units. Councilman Tome, Jr. had noticed fire rings/damage on the concrete in Marina Park due individuals having fires after dark. He inquired about the possibility of placing fire pits in Marina Park even though fires are not permitted to avoid more damage to the concrete. He also asked if the Public Works Department could pull some of the debris out of the culvert in Marina Park. Councilman Tome, Jr. asked if there were any updates or information on the lights by the basketball court. Treasurer Sookiasian stated that Delmarva provided a work order so the request is in action.

PUBLIC COMMENT – No Public Comment.

ANNOUNCEMENTS – Pirate Event Planning Meeting – Thursday, March 10 at 6:00 p.m. at Town Hall or via Zoom.

The public meeting was adjourned at 7:54 p.m. The meeting was recorded and audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Robert A. Kuhs, Mayor