



**Town of Port Deposit  
Town Council Meeting Minutes  
Legislative Meeting  
Conference/Video Meeting  
May 4, 2021**

*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:** Mayor Kuhs, Deputy Mayor Brown, Councilman Baron, Councilman Broomell, Councilman Knight, Town Administrator Rinkerman, Finance Manager Sookiasian and Chief of Police Smith

**ABSENT:** None

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

**APPROVAL OF MINUTES**

Minutes from Town Council April 6, 2021 Legislative Meeting and April 20, 2021 Work Session Meeting were presented

Motion was made by Councilman Knight to approve the minutes presented. Seconded by Councilman Baron. All in favor. Motion carried unanimously.

**PUBLIC COMMENT** – Andre Clark from Clark's Fried Fish presented his request to operate his mobile food business within the Town of Port Deposit. Currently the Zoning Code, Article XI, Section 211 Occasional Festivals, Event of Public Interest or Special Events, Seasonal Business and/or Use states that approved mobile food vendors shall not exceed six (6) months per year. Mr. Clark expressed his desire to establish his business by building regular customers and a more frequent/regular schedule.

Town Administrator Rinkerman provided Mr. Clark a Seasonal Business Use Permit application, and stated that once she receives the required documents from the Cecil County Health Department and completed application, she will present a Resolution to the Council for an amendment to the Port Deposit Zoning Code for an exception. Deputy Mayor Brown and Councilman Broomell expressed their support of an exception in order to help Mr. Clark establish his business.

**PUBLIC HEARING**

Resolution 04-2021 – Tax Rate and Other Revenue Rates for FY2022 Budget

Finance Manager Sookiasian presented Resolution 04-2021 – Tax Rate and Other Revenue Rates for FY2022 Budget.

Motion was made by Councilman Knight to approve Resolution 04-2021 – Tax Rate and Other Revenue Rates for FY 2022 Budget as presented. Seconded by Councilman Broomell. All in favor. Motion carried unanimously.

Public Comment – Pastor Valerie Norris introduced herself as the new Pastor for Bethel AME in town.

Ordinance 2021-04 – Amendment to Zoning Code, Article XI, Section 211 Occasional Festivals, Event of Public Interest or Special Events, Seasonal Business and/or Use to impose additional conditions by Resolution on the issuance of a particular seasonal use permit. Planning Commission recommendation for approval – Resolution 06-2021.

Town Administrator Rinkerman provided detail regarding Ordinance 2021-04 and its purpose of allowing Town Council to impose additional conditions on a case by case basis for issuance of particular seasonal use permits.

No public comment

Motion was made by Councilman Broomell to approve Ordinance 2021-04 as presented. Seconded by Councilman Baron. All in favor. Motion carried unanimously.

#### **OLD BUSINESS**

Ordinance 2021-02 – Amendment to the Port Deposit Code, Chapter V Public Conduct, Section 5-5.7 Certain Actions and Conducts Prohibited to amend the firearms regulation in a public park or recreation area.

No further discussion by Council.

Motion was made by Councilman Knight to approve Ordinance 2021-02 as presented. Seconded by Deputy Mayor Brown. All in favor. Motion carried unanimously.

Conrad Dedication Plaque – Finance Manager Sookiasian provided details regarding the Conrad Dedication to take place on Monday, May 17, 2021 at 2:30pm on the promenade by Lee’s Landing Dock Bar.

#### **NEW BUSINESS**

Appointment to Planning Commission – recommendation to re-appoint Jeff Heck and Stephen Davidson for a 3-year term to expire 2024.

Motion was made by Councilman Knight to re-appoint Mr. Heck and Mr. Davidson for another 3-year term on the Planning Commission. Seconded by Councilman Baron. All in favor. Motion carried unanimously.

Councilman Knight suggested for in future meetings, if a Council Member is attending the meeting via Zoom, to proceed with roll call votes to ensure that all members heard the discussion.

2021 Façade Improvement Program – Town Administrator Rinkerman presented the application guidelines to be released for the 2021 Façade Improvement Program. Once she has received the contract, the application will be released to the public.

Spot in the Rock Public Park update – Town Administrator Rinkerman informed Council that issues with the pedestrian bridge at Spot in the Rock have been brought to the town’s attention. Cecil County looked at the bridge and explained that the bridge needs attention as the wood on the bridge has aged and the bank will continue eroding. Staff will proceed with obtaining estimates for repair. Mrs. Rinkerman also stated she hopes to make minor improvements (paint and line) to the basketball court at Spot in the Rock as requested by Mr. Albert Owens.

Delmarva Power Sustainable Community Grant – Jane Bellmyer informed Town Administrator Rinkerman of the Delmarva Power Sustainable Community Grant which can be used towards public parks. Town Administrator Rinkerman stated that the picnic tables currently in Marina Park are wood and in poor condition. She is hoping to apply to the grant in order to replace the existing tables with 8’ metal picnic tables, in addition to a few new ADA compliant tables.

VLT Grant – Town Administrator Rinkerman stated that the VLT Grant application has been released and opened up to municipalities and she is currently working on a letter hoping to receive funding for Phase III of the camera project as it is directly related to public safety.

World Turtle Day Clean-up Event – Town Administrator Rinkerman provided details on the World Turtle Day Clean-up event organized by the High Five Initiative. The event is to take place on May 22, 2021 from 8:30 am to 12:00 pm at several locations along the Susquehanna River. The organization has extended their clean-up to include the living shore line at the turtle habitat within town.

Memorial Planter Decorating Event – Town Administrator Rinkerman provided details on the Memorial Planter Decorating Event to be held on May 22, 2021 from 1-3pm. The event is sponsored by a grant received from Cecil County Tourism as part of their “Spring Vibes – Cecil Tides” promotion. The Town is partnering with Community Connecting Us in order to invite the public to decorate a planter in honor or memorial of a loved one, to then be displayed along Main Street.

GFL Contract Renewal – Finance Manager Sookiasian stated that the contract for trash removal service with GFL ends June 30, 2021 and expressed his concern regarding the communication issues. He recommended to Council that the Town does a 1 year contract renewal with GFL with the option of an additional year extension to see if the issues improve.

Motion was made by Councilman Knight to sign a 1-year contract with GFL. Seconded by Deputy Mayor Brown. All in favor. Motion carried unanimously.

Budget Amendment 21-01 – Camera Phase III Project – Finance Manager Sookiasian presented Budget Amendment 21-01 in order to reflect Phase III of the Camera Project. He stated that the project was previously approved by Council, but a budget amendment is necessary in order to accurately reflect the cost of the project.

Motion was made by Deputy Mayor Brown to approve Budget Amendment 21-01. Seconded by Councilman Knight. All in favor. Motion carried unanimously.

## **REPORTS TO COUNCIL**

Finance Manager Sookiasian provided the Council with Draft V of the Mayor's Budget and financial reports and updates for the month of April.

Chief Smith provided the Chief's report for the month of March and informed the Council of the meetings attended.

Town Administrator Rinkerman provided the Council an update on various meetings and projects. This included the recent Planning Commission meetings discussing Bainbridge development, the American Rescue Plan Funding through the Federal Government, cyclical tax sale proposal, USDA loan application update, and an update on the work in progress at the Rice Tot Lot/Dog Park.

**COUNCIL REPORTS** – Deputy Mayor informed the Council that the Bainbridge Museum has opened back up and will continue to be open on the weekends.

**PUBLIC COMMENT** – No public comment.

**ANNOUNCEMENTS**

Community Clean-up Event Turtle Beach – May 22 - 8:30 a.m. – 12:00 p.m. meet at Conowingo Park – sponsored by The High 5 Initiative

Memorial Planter Decorating Event – May 22 – 1:00 – 3:00 p.m. Community Connecting Us

The public meeting was adjourned at 8:13 p.m. The meeting was recorded and audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Robert A. Kuhs, Mayor