



**Town of Port Deposit
Town Council Meeting Minutes
Work Session Meeting
Conference/Video Meeting
July 19, 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: Mayor Kuhs, Deputy Mayor Brown, Councilman Knight, Councilman Berlin, Councilman Tome Jr., Town Administrator Rinkerman, and Treasurer Sookiasian via Zoom.

PUBLIC COMMENT – No public comment.

OLD BUSINESS

RFP for Comprehensive Plan and Zoning Ordinance Update Draft – Town Administrator Rinkerman presented the draft RFP the town would be releasing for the Comprehensive Plan and Zoning Ordinance Updates. The Council requested estimates as part of the ARPA funding due to the Comprehensive Plan and Zoning Ordinance being over 10 years old. Town Administrator Rinkerman will proceed with the release of the RFP.

SHA Meeting Update – The Council discussed the information provided to them by the State Highway Administration regarding incorporating the drainage project with a streetscape project for North Main Street. Further discussion regarding sidewalks and granite will take place and the Maryland Historic Trust will be involved since the town is a historic district. Sidewalk improvement recommendations from SHA and experienced companies will be provided. SHA has informed the Council that they will be repaving North Main Street this coming fall.

Utility Service Agreement – Town Administrator Rinkerman presented the draft utility service agreement between the town and owner of 73 N. Main for the camera and motion light to be installed for Netter's Alley surveillance. The town would pay an annual fee to cover the cost of electric for the equipment. Councilman Berlin expressed his concern of having town equipment on private property. Other Councilmembers explained that the town has executed other public-private partnerships for projects. The contract would protect both the town and the property owner and that the property owners requested increased security of the area.

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

NEW BUSINESS

Parking Lot 4 Project – Treasurer Sookiasian presented two (2) estimates for the Parking Lot 4 Project in efforts to correct the drainage issues and redirect storm water to the drain. He recommended to proceed with the lower estimate and explained that this would be completed using ARPA funding as per the Council’s request. The project would cover 3,800 square feet of the parking lot; the dirt and stone dug up would be placed in Marina Park and the asphalt would be removed from the dirt. He explained that 6” of base stone would be placed in the parking lot with 2” of black top and 2” of surface black top. Councilman Knight questioned the direction of the storm drain stating that he recalls the Army Corp of Engineers faulting that area in a study due to lack of drainage.

Councilman Tome, Jr. inquired about seal coating and line painting which Treasurer Sookiasian stated will be completed after the presented project.

Treasurer Sookiasian advised that the estimate is above the amount in which the Charter calls for a request for proposal (RFP). He stated that the Council has the ability to waive the requirement if they choose.

Motion was made by Councilman Knight to waive the RFP requirement for this project based upon escalating costs and the timeliness of the project. Seconded by Councilman Berlin. Roll call vote: Knight – Y, Brown – Y, Berlin – Y, Tome, Jr. – Y. All in favor. Motion carried.

Motion was made by Deputy Mayor Brown to approve the S&S bid for the Parking Lot #4 project. Seconded by Councilman Tome, Jr. Roll call vote: Knight – Y, Brown – Y, Berlin – Y, Tome, Jr. – Y. All in favor. Motion carried.

COUNCIL REPORTS

Councilman Berlin stated he contacted Erica Berge at Community Connecting Us regarding his desire to have a town newsletter. She advised she would try to find a volunteer interested in taking on the project.

Councilman Berlin inquired about the feasibility of having powerlines run underground due to the recent power outages from the storm or the possibility of going solar. Councilman Knight explained that after the flood in 2011, the power grid was redone and is now much better. He explained that it is now double fed into the town and the Town Hall and the Fire House are emergency command centers. The power company views the town as a priority.

Councilman Tome, Jr. inquired about the status of the town clock to which Treasurer Sookiasian stated there is no update from the company and they are still waiting on a part to complete the project.

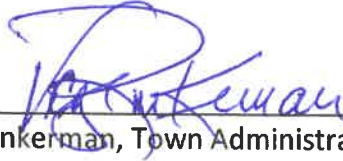
Councilman Tome, Jr. inquired who owns the water fountain in the center of town. Deputy Mayor Brown will look at a survey he had completed to see if it belongs to the Bank Building or the town.

PUBLIC COMMENT – No public comment.

ANNOUNCEMENTS – No announcements.

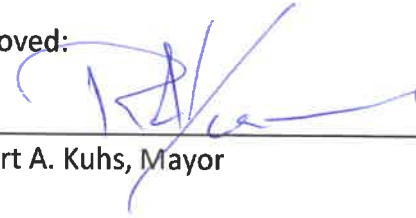
The meeting adjourned at 7:49 p.m. Audio recording is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Robert A. Kuhs, Mayor