



**Town of Port Deposit  
Town Council Meeting Minutes  
Work Session Meeting  
April 16, 2019**

**CALL TO ORDER**

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

**PRESENT:** Mayor Tome, Deputy Mayor Kuhs, Councilman Brown, Councilman Knight, Councilman Broomell, Councilwoman Rodgers, Town Administrator Rinkerman, Zone/Code Enforcement Officer Smith and Finance Manager Sookiasian. Councilman Haines arrived late.

**SAFETY TIP** - Mayor Tome presented the safety tip of the month.

**PUBLIC COMMENT** – NONE

**PUBLIC SAFETY APPOINTMENT** – Public Safety Committee Chair Councilman Brown provided comments on a hybrid approach to public safety for the town and the value of having a community presence through appointing a Chief of Police and re-establishing a Town of Port Deposit Police Department.

Motion was made by Councilman Brown to appoint Susan Smith as Acting Chief of Police in an administrative role pending re-certification as a Law Enforcement Officer, seconded by Deputy Mayor Kuhs.

Roll call vote: Councilman Brown - yes, Councilwoman Rodgers – yes, Councilman Knight – yes, Deputy Mayor Kuhs – yes, Councilman Haines – abstained, and Councilman Broomell – yes. All in favor. Motion carried unanimously.

Mayor Tome requested Ms. Smith come forward, and he swore her in as Acting Chief of Police for the Town of Port Deposit.

**OLD BUSINESS** – Town Administrator Rinkerman provided Council with an update on the Granite Avenue Stormwater issue and requested approval from Council to proceed with a project to repair stormwater problem at 28 Granite Avenue using \$5,500 from operating surplus toward project.

Motion was made by Deputy Mayor Kuhs to proceed with repairs to Granite Avenue storm water issue using funds from operating surplus towards project, seconded by Councilman Knight.

Roll call vote: Councilman Brown – yes, Councilwoman Rodgers – yes, Councilman Knight – yes, Deputy Mayor Kuhs – yes, Councilman Haines – yes, and Councilman Broomell – yes. All in favor, motion carried unanimously.

**NEW BUSINESS**

**MAYOR'S BUDGET** - Mayor Tome introduced the Mayor's Budget for FY2020. Finance Manager Sookiasian reviewed and led discussion with Town Council.

Comments were provided by Deputy Mayor Kuhs on the proposed increase in trailer parking fees and by Councilman Knight on interest income. The public hearing for Resolution 03-2019 to set the property tax rate and other revenue fees is scheduled for Tuesday, May 7, 2019. The public hearing for Ordinance 2019-01 FY2020 Budget is scheduled for Tuesday, May 21 and budget adoption is scheduled for Tuesday, June 4.

**APPOINTMENT TO THE BOARD OF APPEALS** - Motion was made by Councilman Knight to re-appoint David Leatherwood to the Board of Appeals, seconded by Councilman Brown. All in favor, motion carried unanimously.

**SHA STORMDRAIN PROJECT EASEMENTS** – Town Administrator Rinkerman reviewed the proposed easement plats from SHA for the Stormdrain project. She advised that SHA intends to review all easements that have been approved for this project and release any easements that were not used in the completion of the project.

The Council concurred to donate the easements as presented that would permit SHA to proceed with the project.

**ELECTRIC SERVICE FOR VISITOR CENTER** – Town Administrator Rinkerman discussed a proposal with Delmarva to provide electric service directly to the Visitor Center. It would require the town to pay for a ditch to place conduit that would run electric service from the transformer at Newport Landing to an area north of the Visitor Center in Marina Park. Delmarva would provide the conduit, electric wire and new transformer in Marina Park. The town would be required to provide Delmarva an easement through Marina Park and be responsible for running electric from the new transformer to the Visitor Center building as well.

Discussion ensued relative to Delmarva’s plans to loop power through Marina Park that would serve the town and future service that may be required for Bainbridge development.

The Council concurred to direct staff to acquire 2 bids for the project. The proposal will be discussed further when this task have been completed.

#### **REPORTS TO COUNCIL**

Town Administrator Rinkerman delivered an update on projects and grants.

Finance Manager Sookiasian provided the financial report for the period ending March 31, 2019.

#### **COUNCIL REPORTS**

Deputy Mayor Kuhs provided comments on the Water Witch Fire Company banquet.

Mayor Tome provided comments on Jack Conrad’s donation of a boat slip for Water Witch Fire Company and a presentation that was made to the Conrad’s for their years of support.

**PUBLIC COMMENT** – None

#### **ANNOUNCEMENTS**

River Sweep event is Saturday, April 27, 2019 in Marina Park and Councilman Kuhs is the Town coordinator for the event.

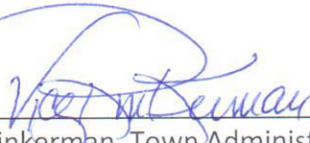
The public meeting was adjourned at 8:10 p.m. The meeting was recorded and audio is available upon

request.

**CLOSED EXECUTIVE SESSION**

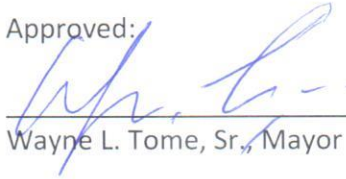
Motion was made by Councilman Knight to convene in Closed Executive Session pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-305 (b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals regarding legal services, seconded by Councilman Rodgers. Council did not return to open session. The closed session was adjourned at 8:45 p.m.

Attest:



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Vicky Rinkerman, Town Administrator

Approved:



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Wayne L. Tome, Sr., Mayor