



**Town of Port Deposit  
Town Council Meeting Minutes  
Legislative Meeting  
February 4, 2020**

**CLOSED EXECUTIVE SESSION** – January 7, 2020 at 7:50 p.m. On motion made by Councilman Knight, seconded by Councilman Kuhs, the Council convened in closed executive session pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-305 (b) (5) To consider the investment of public funds relative to the Bainbridge property. Motion carried unanimously.

Present at the closed executive session: Mayor Tome, Deputy Mayor Kuhs, Council members: Brown, Broomell and Knight, Town Administrator Rinkerman, and Finance Manager Sookiasian.

Discussion in closed session pertained to advisory information relative to potential financing for Bainbridge water. Council did not return to open session.

**CALL TO ORDER**

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

**PRESENT:** Mayor Tome, Deputy Mayor Kuhs, Councilman Brown, Councilman Broomell, Councilman Knight, and Town Administrator Rinkerman.

**ABSENT:** Finance Manager Sookiasian

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

**APPROVAL OF MINUTES**

Meeting Minutes from Town Council January 7, 2020 Legislative Meeting were presented. Motion was made by Deputy Mayor Kuhs to approve the minutes as presented. Seconded by Councilman Knight. All in favor. Motion carried unanimously.

**PUBLIC COMMENT** – None

**INTRODUCTION**

Town Administrator Rinkerman presented Ordinance 2020-01, Ordinance 2020-02, and Ordinance 2020-03 to the Council. Councilman Brown who serves as the Council Liaison for the Planning Commission provided an overview of the effort and process that the Planning Commission has implemented in order to reach this point. The Council reviewed the documents and discussed components of the regulations as presented.

**NEW BUSINESS**

MHAA Grant – Phase II Adams/Town Hall Project - Town Administrator Rinkerman informed the Council that a letter of intent had been submitted regarding Phase II, and town has received notification to move forward with applying for the grant to finish the box gutter.

**REPORTS TO COUNCIL**

In absence of Finance Manager Sookiasian, Town Administrator Rinkerman provided the Council with financial statements for the period ending January 31, 2020. Included with the financial report was a request for lighting in the parking lot across from Town Hall. The proposal was discussed and Council will direct their questions to Finance Manager Sookiasian at a later meeting.

Town Administrator Rinkerman provided the Council with updates on various projects and meetings, including the Cecil County Technical Advisory Committee (TAC) Meeting regarding Granite Cliffs that she will attend on February 5, 2020. She has submitted a letter on behalf of the town, voicing concern for the storm water management and alerting the county that water run-off from the cliff is already an issue. She stated that the concerns need to be discussed and taken into consideration by the developer.

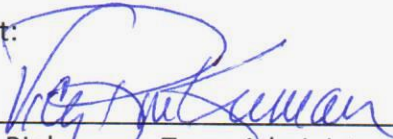
Town Administrator Rinkerman advised the Council of the travel circumstances with the current firm used for reviewing for plans review. The Council recommended staff seek recommendations from other towns and proposals from a local firm for planning services and site plan review.

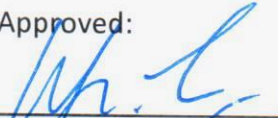
**COUNCIL REPORTS** – Councilman Brown inquired about the Façade Grant and when to expect the application process to begin.

**PUBLIC COMMENT** – None

**ANNOUNCEMENTS** – Mayor Tome announced the Public Hearing for Ordinance 2020-01, 2020-02, and 2020-03 will be held on Tuesday, February 18, 2020 at 7:00 p.m. in the Carriage House, 80 S. Main Street.

The public meeting was adjourned at 8:01 p.m. The meeting was recorded and audio is available upon request.

Attest:  
  
\_\_\_\_\_  
Vicky Rinkerman, Town Administrator

Approved:  
  
\_\_\_\_\_  
Wayne L. Tome, Sr., Mayor