



**Town of Port Deposit  
Town Council Meeting Minutes  
Legislative Session Meeting  
January 3, 2017**

**CALL TO ORDER:** Mayor Tome called the meeting to order at 7:00 p.m.

**PRESENT:** Mayor Tome, Deputy Mayor Leeds, Councilman Brown, Councilman Haines, Councilman Knight, Councilman Kuhs, Councilwoman Rodgers and Town Administrator Rinkerman.

**ABSENT:** Legal Counsel Herring

**SAFETY TIP:**

Mayor Tome provided the safety tip on winter storm safety.

**MINUTES:**

Minutes from the December 6 legislative session were presented for approval. (There was no December work session.)

Motion was made by Councilman Knight, seconded by Councilwoman Rodgers, to approve the minutes. All in favor, motion carried.

**NEW BUSINESS**

Resolution Charter Amendments – Town Administrator Rinkerman

- Legal Counsel Herring has the resolutions and he was not able to attend.
- Town Administrator Rinkerman provided a copy of the revised Charter to Council. She asked Council to review the changes again to ensure all of the revisions they wanted were included.
- Councilman Kuhs was advised that the revision relative to uncontested elections would be part of the code and not included in the Charter.

Budget Amendment 17-03, Town Boundary Survey – Finance Manager Sookiasian

- The amount of the budget amendment is \$20,000. Adjustments were made from other areas to fund the amendment.
- Councilman Kuhs asked if there was any idea what the total cost of the survey will be, since the \$20,000 is only for a starting point. Town Administrator Rinkerman advised that the final cost has not been determined; however, additional surveys and fees will be forwarded to the Mayor and Council for approval.

Motion by Councilman Knight, seconded by Councilman Brown, to approve the budget amendment as presented. Roll Call Vote: Deputy Mayor Leeds – Aye, Councilman Brown – Aye, Councilman Haines – Aye, Councilman Knight – Aye, Councilman Kuhs – Aye, Councilwoman Rodgers – Aye. All in favor, motion carried.

Request for Proposal, Geotechnical Evaluation for flood Closure Structures – Town Administrator Rinkerman

- The RFP has been reviewed by Legal Counsel Herring and is based on the donation from Exelon.
- Close of RFP is February 16<sup>th</sup>. Consultant selection and notice to proceed will come before Council in March.

**PUBLIC COMMENT**

Carol Hopkins – Commented on the bridge progress and independent water testing.

**OLD BUSINESS** – There was no old business.

**REPORTS TO COUNCIL**

Code and Zoning Officer Report

- County is expected to inspect and condemn 250 North Main on January 4th.
- Working with David Dahlstrom on recommendations for a revitalization and economic development plan, addressing parking issues, and other issues.
- Councilman Knight stated that Back Fin Blues and D’Lorenzo’s have been contacted by the Health Department about their dumpsters and the requirement to place them on a concrete slab. Town Administrator Rinkerman will follow up with the Health Department regarding the regulation.

Finance Manager Report – Finance Manager Sookiasian

- Cecil County Sheriff’s office sent a batch of invoices at one time.
- There was a snag in some of the reimbursements for the Gas House, but that should be rectified shortly.
- Pessoa Construction has decided to rent another office on the second floor.

Town Administrator Report - Town Administrator Rinkerman

- Attended the Community Rating System Program workshop.
  - Participating in the Program requires a large investment of time, including staff for community outreach, review of all permits issued, reports, etc.
  - Communities are rated from 1 to 10, with everyone starting at a 10. Only two towns in Maryland have achieved a rating of 8.
- Demo permit for 10 South Main – MDE is now investigating since the building was previously used as a garage. Mayor Tome noted that there was some mitigation when Streetscape was done previously. Mayor Tome noted that the garage at 250 N. Main may also might need mitigation.
- Councilman Haines asked about the other demo at 116 North Main. The County has been in touch with the owner about continuing the demo.
- A representative from the Governor’s office will attend the February meeting.
- MHAA Grant – We have three outstanding grants that stopped us from getting one last year for the Veteran’s Memorial Garden. Those grants will be spent for this year, but there is an outfall going through the concrete pad of the Garden and that work will not be done for two years. Instead, we will apply to use the grant for the Steps.
- VLT Grants come up in April. Town Administrator Rinkerman is working on a multi-year plan

for funding to submit to the County.

Legal Counsel Report - There was no Legal Counsel Report.

#### **COUNCIL REPORTS**

There were no Council Reports.


#### **ANNOUNCEMENTS**

- Water Witch Volunteer Fire Co. will hold their annual banquet on April 15.
- Water Witch Volunteer Fire Co. will hold a parade and muster on the 22<sup>nd</sup>, and a Pub Crawl with about 150 people from the State Fireman's Association. They would like to use Marina Park for the equipment and boats. There will also be meeting on the 22<sup>nd</sup> and 23<sup>rd</sup> at the VFW.

#### **ADJOURNMENT**

The meeting was adjourned at 8:00 p.m.

Attest:

  
\_\_\_\_\_  
Vicky Rinkerman, Town Administrator

Approved:

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