



**Town of Port Deposit
Town Council Meeting Minutes
Work Session Meeting
Conference/Video Meeting
November 17, 2020**

The public was invited to call into the meeting via videoconferencing or audio by phone.

CALL TO ORDER

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

PRESENT: In person - Mayor Tome, Deputy Mayor Kuhs, Councilman Knight, Councilman Brown, Councilman Broomell, Town Administrator Rinkerman, and Finance Manager Sookiasian. Via Zoom - Chief of Police Smith.

ABSENT: None

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

OLD BUSINESS – Critical Area Map Revision – Town Administrator Rinkerman presented the revisions of the Critical Area Map to the Council. Property owners affected were contacted by the Critical Area Commission, and no comments/responses were received in return. Rinkerman asked the Council if anyone had any concerns or comments that they wish to submit to the Critical Area Commission before they move forward with the process. No concerns were expressed.

PUBLIC COMMENT – Michael Zale presented the Council with an issue regarding the overflowing of the culvert at 148 N. Main which then flows over his driveway and washes it out as well as floods his basement every time it rains.

Mayor Tome informed Michael Zale of the storm water drainage project and the process that the town has gone through with the project. He also stated that on Friday, November 19, 2020 the State of Maryland will be there to clean out the culvert in hopes to help with the issue.

NEW BUSINESS

Introduction Resolution 15-2020 – Employee Manual Amendments

Town Administrator Rinkerman presented Resolution 15-2020 which has been reviewed by the Personnel Committee at length. Counsel McCarron provided the updated language amended in the Employee Manual.

Appointments

Election Board – new appointment Tania Fleming – 4 year term (2024)

Motion was made by Councilman Knight to appoint Tania Fleming to the Election Board for a 4 year term. Seconded by Councilman Brown. Roll call vote: Brown – Y, Knight – Y, Kuhs – Y, Broomell – Y. All in favor. Motion carried unanimously.

Historic Area Commission – re-appointment Melissa Harbold – 3 year term (2023)

Motion was made by Deputy Mayor Kuhs to re-appoint Melissa Harbold to the Historic Area Commission for a 3 year term. Seconded by Councilman Broomell. Roll call vote: Brown – Y, Knight – Y, Kuhs – Y, Broomell – Y. All in favor. Motion carried unanimously.

Board of Appeals – re-appointment Ava Blackburn – 3 year term (2023)

Motion was made by Councilman Brown to re-appoint Ava Blackburn to the Board of Appeals for a 3 year term. Seconded by Councilman Knight. Roll call vote: Brown – Y, Knight – Y, Kuhs – Y, Broomell – Y. All in favor. Motion carried unanimously.

REPORTS TO COUNCIL

Finance Manager Sookiasian provided updates regarding various projects including Chief of Police Smith's car repair, street light installation, Vanort Drive repair, and the possibility of accepting credit card payments online. He also presented the request and bids for the removal of three trees within town. The Council came to a consensus to remove all three trees presented.

Finance Manager Sookiasian presented photographs of repair needed to the floating docks and pilings. The Council has instructed him to proceed with obtaining estimates for the repair.

Finance Manager Sookiasian provided an update regarding Phase III of the camera project. Councilman Knight stated he wishes to discuss the details further with the Public Safety Committee at their next meeting on December 1, 2020. Additionally, Councilman Knight stated he wishes to place a personal motion censored camera in the parking lot by Jefferson Hall due to issues with disposal of furniture and various items in the private dumpster. Council members stated they had no issue with a personal camera being installed at that location.

Finance Manager Sookiasian provided the Council with financial reports and updates for the month of October.

Chief of Police Smith provided the Chief's Report to Council which included assists made, meetings attended, incidents/complaints within town, and statistics provided by the Cecil County Sheriffs Office. Chief Smith attended a waiver hearing for MPTC's Supervisor Training which was denied, so Chief Smith will be attending Supervisor School in March and April 2021.

Town Administrator Rinkerman provided the Council with updates regarding various meetings and projects. This included previous HAC and Planning Commission meetings, and upcoming ordinances that have been recommended by the Planning Commission. Rinkerman stated she has sent another letter to state delegates and SHA officials regarding the continuous flooding issues on N. Main Street. Rinkerman has an upcoming meeting schedule with a SHA official to look at the culvert and pipe located at 148 N. Main Street.

Town Administrator Rinkerman provided holiday updates including Christmas décor with the expansion of a “winter lights” theme through the winter, the cancellation of the Candlelight tour, the annual Port Deposit ornament, and the town Christmas tree for Main Square.

Town Administrator Rinkerman informed the Council that a community meeting will be held on Saturday, November 21, 2020 at the intersection of Granite Ave and Race Street in regards to the USDA Storm Water Project. Nearby residents were mailed a letter informing them of the meeting and to encourage their attendance.

COUNCIL REPORTS – Councilman Brown commented on the boat traffic and high speeds, and discussed the possibility of additional buoys to encourage boaters to slow down. Councilman Knight suggested having Chief Smith contact DNR to inquire about increasing patrols in the area. Discussion ensued on the matter and the possibility of a working river designation and what that process might entail.

Deputy Mayor Kuhs stated he had the honor of representing the Town of Port Deposit at the First Responders Awards Ceremony and Flag Retirement Ceremony, both of which were held at the VFW.


Mayor Tome recognized Jack Conrad as he had recently passed, and the great contributions he has made to the town through the years. Mayor Tome asked the Council to think about possible recognitions that could be made in his honor.

PUBLIC COMMENT – None

ANNOUNCEMENTS – None

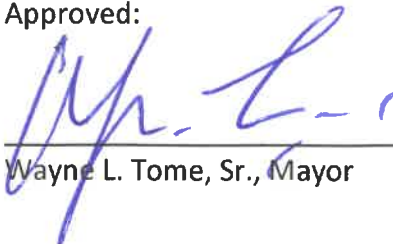
The public meeting was adjourned at 8:10 p.m. The meeting was recorded and audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Wayne L. Tome, Sr., Mayor