



**Town of Port Deposit
Town Council Meeting Minutes
Legislative Meeting
Conference/Video Meeting
May 2, 2023**

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

CLOSED EXECUTIVE SESSION – At the April 18, 2023 Council meeting, motion was made by Deputy Mayor Brown, seconded by Councilman Tome, Jr., to convene in closed executive session at 7:35 p.m., pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-105 (1) to discuss the appointment, employment, assignment, promotions, discipline, demotion, compensation, removal, resignations, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affect one or more specific individuals. ROLL CALL VOTE: Mayor Kuhs – Y, Deputy Mayor Brown – Y, Councilman Knight – Y and Councilman Tome, Jr. – Y.

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

ABSENT: Councilman Berlin.

The Mayor and Council discussed the qualifications for the Public Works and Code Enforcement Administrator position and advertising the position on internet websites, such as Indeed.

The closed executive session adjourned at 7:45 p.m. and Council did not return to open session.

CALL TO ORDER

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

PRESENT: In person: Mayor Kuhs, Deputy Mayor Brown, Councilman Berlin, Councilman Tome, Jr., and Town Administrator Rinkerman. Via Zoom: Councilman Knight and Treasurer Sookiasian.

ABSENT: None

SAFETY TIP OF THE MONTH

Mayor Kuhs presented the Safety Tip of the Month to Council.

APPROVAL OF MINUTES

Minutes from the April 4, 2023 Legislative meeting and April 18, 2023 Work Session meeting will be presented at the next meeting.

PUBLIC HEARING

Resolution 05-2023 – Tax Rate and Other Revenue Rates for FY2024 Budget

Introduction – Finance Manager Sookiasian presented Resolution 05-2023 – Tax Rate and Other Revenue Rates for FY2024 Budget. The FY 2024 Budgeted Property Tax Rate shall be the constant yield rate of .5421 per \$100. Treasurer Sookiasian stated that in order to match the contract with the refuse vendor an increase of \$10.21 or 3.9% is required. The FY 2024 rate per unit is \$274.60. Treasurer Sookiasian advise that continuing to build the reserves as a safety cushion that can be used for capital projects is essential.

Public Comment- no public comment.

Council Motion, Discussion and Vote- Deputy Mayor Brown stated that Treasurer Sookiasian counsel is wise and recommends following his suggestion to keep the property tax rate low at this point in time.

Councilman Knight suggested the town invest and put effort into capital town improvement projects and push them as far along as we can to have them ready for when the town starts to receive funding from Bainbridge.

Motion was made by Councilman Berlin to approve Resolution 05-2023 – Tax Rate and Other Revenue Rates for FY2024 Budget with the constant yield rate of .5421 per \$100. Seconded by Councilman Tome, Jr. Roll call: Berlin – Y, Brown – Y, Tome – Y, Knight- Y. Motion carried unanimously.

PUBLIC COMMENT – No public comment.

OLD BUSINESS – Estimates for sidewalk 93 N. Main Street and 171 N. Main Street – Town Administrator Rinkerman obtained two (2) estimates for sidewalk repair: \$13,046 and \$14,831. Town Administrator Rinkerman stated the project is not in the budget so if Council agrees to proceed, she recommended the company with the lower cost estimate.

Motion was made by Councilman Knight to proceed with the sidewalk repair for \$13,046 using ARPA funding. Seconded by Councilman Tome, Jr. Roll call: Berlin – Y, Brown – Y, Tome – Y, Knight- Y. Motion carried unanimously.

NEW BUSINESS

Resolution 06-2023 Re-designation of the Cecil County Enterprise Zone – Town Administrator Rinkerman advised that Cecil County handles all of the enterprise zone re-designations. Bainbridge and Marina Park are part of this program and Resolution 06-2023 confirms support of the program.

Motion was made by Deputy Mayor Brown to approve Resolution 06-2023 Re-designation of the Cecil County Enterprise Zone. Seconded by Councilman Tome, Jr. Roll call: Berlin – Y, Brown – Y, Tome – Y, Knight- Y. Motion carried unanimously.

Main Street Community Space Discussion – Town Administrator Rinkerman asked permission to remove the bench closest to Cool Beans to avoid congestion in the area. Town Council agreed to proceed.

Deputy Mayor Brown discussed renting the vacant lot at 10 S. Main Street and using it for a community space. He will proceed with obtaining a quote from owners Martha Barchowsky and Lee Banks.

REPORTS TO COUNCIL

TREASURER – Treasurer Sookiasian presented the Treasurer’s Report for the month of April. He provided comments regarding revenue and expenses provided in the report.

TOWN ADMINISTRATOR – Town Administrator Rinkerman provided various updates to include the April 17 2023 Planning Commission Meeting whom recommended approval for the annexation of 33 acres of the Hopkins Quarry Property (Resolution 04-2023). The public hearing will be held June 20, 2023. Town Administrator Rinkerman provided updates on meetings with the Army Corp of Engineers regarding flood mitigation in which the town was highlighted for everything the town is doing for flooding. Ben Pratt from the Susquehanna River Basin Commission has offered to house the interactive system designed by the Army Corp of Engineers for the town. Councilman Knight provided details on tools available within the interactive program. Updates including the deadline for the façade improvement grant application is May 25, 2023, multiple submissions for the Public Works and Code Enforcement Administrator position, damage to the comfort station, and the opening of the visitor center.

Town Administrator Rinkerman provided detailed information regarding the work completed on grant applications for flood gates at Marina Park, and stressed that the town does not control Main Street and Norfolk Southern. The town received funding from AECOM to do a geotechnical investigation, required by the Army Corp of Engineers to start the engineering process. In order to continue with that engineering costs are near \$1 million dollars. The town has submitted applications for 3 different grants for engineering funding. She also provided updates on grant applications for the Marina Park Master waterfront plan.

Town Administrator Rinkerman advised that the Town of Charlestown has successfully written a circuit rider position for a grant writer and administrator, with the Town of North East. She stated she advised the Charlestown Administrator that the town would be in favor of partnering with them to hire a part time Grant Writer and Administrator.

COUNCIL REPORTS –

Councilman Berlin stated that we need more community events, potentially a community yard sale or clean-up day.

Councilman Berlin mentioned that the time on the clock in the center of town is off, reminded the Council and public that if they see a turtle in the middle of the road to please move it, and voiced that everyone needs to spread the word about meetings to get more public in attendance.

PUBLIC COMMENT –

Kathleen Koenig volunteered to clean to Visitor Center before it opens later this month. She also provided some suggestions if the vacant lot at 10 S. Main does become a community space.

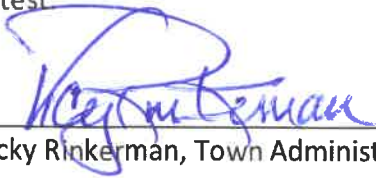
ANNOUNCEMENTS

Election Day is May 9, 2023 at Water Witch Fire Company, 15 N. Main Street. Polls are open from 12:00 p.m. to 8:00 p.m. Registered voters may request an application for an absentee ballot in person at Town Hall, 64 S. Main Street, or via email to lheath@portdeposit.org. The application must be returned to Town Hall in person, Monday – Thursday, 8:30 a.m. to 4:30 p.m. for a voter to receive an election ballot. The election ballot must be returned in person or by mail to Town Hall, 64 S. Main Street, Port Deposit. Town hall must receive the ballot by 4:30 p.m. on Election Day.

CLOSED EXECUTIVE SESSION – Motion was made by Deputy Mayor Brown to convene in closed executive session pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3-305 (8) to consult with staff, consultants, or other individuals about pending or potential litigation relative to a legal notification. Seconded by Councilman Tome, Jr. Roll call: Berlin – Y, Brown – Y, Tome – Y, Knight- Y. Motion carried unanimously. Council did not return to open session.

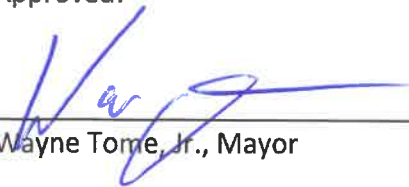
The meeting adjourned at 8:05 p.m. Meeting audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Wayne Tome, Jr., Mayor