



**Town of Port Deposit
Town Council Meeting Minutes
Legislative Meeting
Conference/Video Meeting
December 7, 2021**

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

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 Knight, Town Administrator Rinkerman, Treasurer Sookiasian, and Chief of Police Smith.

ABSENT: Councilman Tome Jr.

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

APPROVAL OF MINUTES

Minutes from Town Council November 2, 2021 Legislative Meeting were presented.

Motion was made by Deputy Mayor Brown to approve the November 2, 2021 Legislative Meeting minutes as presented. Seconded by Councilman Knight. Councilman Berlin abstained due to being absent. Motion carried.

PUBLIC COMMENT – No Public Comment

OLD BUSINESS

Welcome Signs Update – Town Administrator Rinkerman provided an update regarding potential locations for the Welcome to Port Deposit signs. Staff will proceed with obtaining additional estimates from companies for the project.

NEW BUSINESS

US Army Corp of Engineers Agreement with Watershed Study for Flood and Stormwater Mitigation – Town Administrator Rinkerman advised that the US Army Corp of Engineers Agreement has been withdrawn due to them using 100% of federal money to fund the project.

Oyster Shell Alley Drain – Town Administrator Rinkerman discussed the on-going issue of the Oyster Shell Alley Drain causing flooding in the parking lot. The town believes that the drain may have collapsed and needs repair. The State Highway Administration has provided the town with a contact who has completed similar work for other small towns and is working on an estimate for the project.

Budget Amendment 22-01 for FY2020 Façade Grant Program – Treasurer Sookiasian presented Budget Amendment 22-01 reflecting the additional funding for the FY2020 Façade Grant Program.

Motion was made by Councilman Knight to approve Budget Amendment 22-01. Seconded by Deputy Mayor Brown. Roll call vote: Knight-Y, Brown-Y, Berlin-Y. All in favor. Motion carried unanimously.

Budget Amendment 22-02 for Phase 3 Camera Project – Treasurer Sookiasian presented Budget Amendment 22-02 reflecting the funding for Phase 3 of the Camera Project.

Motion was made by Councilman Knight to approve Budget Amendment 22-02. Seconded by Councilman Berlin. Roll call vote: Knight-Y, Brown-Y, Berlin-Y. All in favor. Motion carried unanimously.

REPORTS TO COUNCIL

Treasurer Sookiasian provided the Council with financial reports and updates for the month of November. The report included various revenue sources, projects and expenses including professional fees, tree removal, vehicle maintenance and repair, and additional work for Phase 3 of the camera project.

Chief Smith provided the Chief’s report for the month of November and informed the Council of the meetings attended. She informed the Council that she received information from a member of the Cecil County Human Trafficking Task Force for the town to participate in their Red Sand Project to spread awareness of Human Trafficking Prevention Month in January 2022.

Town Administrator Rinkerman provided the Council an update on projects. This included the annual Christmas Tree Lighting, removal of dead trees in Marina Park, and new Welcome to Port Deposit signs. She informed the Council that an application was submitted to MEMA for review of the Flood Gate Study project for the railroad underpasses. Once approved through MEMA, a grant application will be submitted to FEMA for the project. She stated the town received the first American Rescue Plan Funding (ARP) payment and is working on a list of projects for the first round of funding.

Administrative Assistant Heath presented the town’s plans to participate in Cecil County Tourism’s and Upper Shore Regional Council’s “Winter Lights Cecil Nights” promotion. The promotion runs from January 2022 – February 2022 and will include a House Decorating Contest (with a local gift card for the top two homes) and a photo booth with opportunities to win a local gift card.

COUNCIL REPORTS – No Council Reports.

PUBLIC COMMENT – No Public Comment.

ANNOUNCEMENTS – No announcements.

The public meeting was adjourned at 7:51 p.m. The meeting was recorded and audio is available upon request.

Attest:

Approved:

Vicky Rinkerman, Town Administrator



Robert A. Kuhs, Mayor