



**Town of Port Deposit
Town Council Meeting Minutes
Work Session Meeting
June 18, 2019**

CLOSED EXECUTIVE SESSION – Mayor and Council met in Closed Executive Session on Tuesday, June 4, 2019 at 7:30 p.m. pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-305 (b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals regarding legal services. Interviews were conducted with prospective law firms to provide legal services to the Town of Port Deposit. Council concurred to continue discussion with Semmes Law Firm. Council did not return to open session.

CALL TO ORDER

In absence of Mayor Tome, Deputy Mayor Kuhs called the meeting to order at 7:00 p.m.

PRESENT: Deputy Mayor Kuhs, Councilman Brown, Councilman Knight, Councilman Broomell, Town Administrator Rinkerman, Acting Chief of Police Smith and Finance Manager Sookiasian.

ABSENT: Mayor Tome

WELCOME BY DEPUTY MAYOR KUHS- Deputy Mayor Kuhs expressed gratitude for the service that former Council member, Kate Rodgers has provided the town. A gift of appreciation was presented to Ms. Rodgers.

OLD BUSINESS – Town Administrator Rinkerman provided updates to the Council regarding the bids that have been received the Visitor Center electric service. Council concluded on the recommendation to postpone the project.

Discussion ensued regarding the estimate provided to fix the steps at Freeman Hall. The Council requested to wait until another bid is received before making a decision. Council directed staff to install safety tape to restrict access to the steps.

PUBLIC COMMENT – Mr. Albert Owens spoke to the Council expressing his gratitude for the work that Public Works has done to help maintain the tree at Freeman Hall. Out of appreciation, Mr. Owens has volunteered to personally maintain the tree moving forward.

NEW BUSINESS:

HAC Membership - Town Administrator Rinkerman discussed the regulations and guidelines for the number of members required for the Historic Area Commission. In order to make a quorum more achievable for HAC meetings, the Council concurred to downsize the Historic Area Commission from 6 members, to 5 members. Thus making 3 members a quorum.

Proposed signage at Town Hall- Town Administrator Rinkerman discussed with the Council a potential sign that will be presented to the Historic Area Commission for Town Hall, Senator Gallion, and Delegate Hornberger. The Historic Area Commission will review the application and discuss the subject further.

Legal Counsel Engagement Letter - Town Administrator Rinkerman presented the engagement letter that was provided by the Legal Counsel, Tom McCarron. Discussion ensued among the Council regarding the Legal Counsel Engagement Letter. Clarification was provided by Attorney McCarron via phone conference regarding the travel rate that was discussed during the interview compared to what was presented in the engagement letter. Attorney McCarron agreed to amend the travel rate and will send an adjusted engagement letter.

Motion was made by Councilman Knight to approve the engagement letter with the adjustments discussed regarding the travel rate. Seconded by Councilman Brown. All in favor. Motion carried unanimously.

REPORTS TO COUNCIL - Acting Chief of Police Smith provided the Council with an update of incidents within town.


COUNCIL REPORTS - Councilman Brown discussed the dumpster area at Lee's Landing that needs to be maintained and secured, and enforcing parking regulations in front of the Post Office.

PUBLIC COMMENT – Mr. Albert Owens mentioned emergency vehicle access in regards to the prior discussion on parking and road obstruction. Mr. Owens also stated that he would be willing to provide a donation towards the steps at Freeman Hall.

ANNOUNCEMENTS - None


The public meeting was adjourned at 8:00 p.m. The meeting was recorded and audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Robert Kuhs, Deputy Mayor