



**TOWN OF PORT DEPOSIT
TOWN COUNCIL LEGISLATIVE MEETING
December 2, 2025**

MEETING MINUTES

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

PRESENT: Mayor Wayne Tome Jr., Deputy Mayor Kevin Brown, Councilman Daniel Berlin, Councilman Tom Knight, Councilwoman Randa Thiele, Town Administrator Vicky Rinkerman, Treasurer Patti Gray, Public Works and Code Administrator Dan Jamison, Administrative Assistant Mary Culver.

ABSENT: None.

CALL TO ORDER

The meeting was called to order by Mayor Tome Jr. at 7:02 p.m.

APPROVAL OF MINUTES

The legislative meeting minutes of November 4, 2025, were presented.

Motion was made by Councilman Berlin and seconded by Councilwoman Thiele to approve the minutes as presented. Councilman Knight abstained, as he was not present for the meeting. The motion passed.

The work session meeting minutes of November 18, 2025, were presented.

Motion was made by Councilman Knight and seconded by Deputy Mayor Brown to approve the minutes as presented. The motion passed unanimously.

SHERIFF'S OFFICE UPDATE

Corporal Tyler Price reported that all twenty-seven November shifts were filled and that deputies responded to three calls for service for parking-related complaints. He stated that traffic remained consistent with the prior month and, as discussed at the November legislative meeting, deputies made efforts to stop several tractor trailers prior to them entering Town.

Cpl. Price also mentioned that Cecil County Sheriffs were present at the Town's clean-up event and assisted one resident with a drug take-back.

Treasurer Gray asked Cpl. Price if he received her communication about Town Hall's new security system, which requires the use of a key fob at the vestibule door; Cpl. Price confirmed.

PUBLIC COMMENT

Austin Lipka requested clarification from the Council regarding a citation issued by the Town related to his work truck parked across the street from Town Hall. He stated that the vehicle was parked on private

property with the owner's permission and questioned whether the Town's parking ordinance applies to that location.

OLD BUSINESS

Truck Traffic Update: Town Administrator Rinkerman reported on the ongoing regional issue of increased tractor-trailer traffic. A meeting held on November 25 with Ryder and MRP revealed that the holiday season continues to bring a surge in contract drivers, contributing to the higher volume of trucks on Main Street. This volume is expected to decrease after the holidays. New County road signage for weight limits have been installed, and the addition of a sign at Powers Road is in progress. Ryder is providing drivers with routing guidance, and a follow-up meeting is scheduled for December 9 to continue addressing signage and routing issues.

NEW BUSINESS

Grant Opportunity: Town Administrator Rinkerman announced that Jamie Kendrick applied for the Federal Highway Administration's Eastern Federal Land Access Program, requesting approximately \$475,000 for transportation-related improvements. Potential uses include streetscape and sidewalk improvements in coordination with the State Highway Administration, connections from Main Street to Marina Park, parking improvements, or other infrastructure supporting access to nearby federal lands such as the Captain John Smith Water Trail. The application remains open-ended to allow alignment with eligible projects under Title 23.

REPORTS TO COUNCIL

Public Works and Code Administrator Jamison reported another successful cleanup day for the town. Leaf collection, pothole filling, drainage work, and preparation for holiday decorations continued throughout the month. He further noted that repairs are needed for the aging salt spreader wiring system, and a replacement salt box truck may be required in the next budget year.

Treasurer Gray reported that all statements were reconciled for November and that interest earned on the money market account totaled \$5.78. She advised that she is exploring potential transfer of funds from current PNC accounts to an investment account. Two landscaping grant payments were issued in November, and an additional \$10,000 grant disbursement awaits approval. Year-to-date, the Town has collected 69% of anticipated revenues while spending 37% of budgeted expenditures, indicating a stable financial position. Property tax revenue may fall slightly short of the \$1 million projection but is expected to remain close as county payments continue.

Town Administrator Rinkerman provided updates on several planning and infrastructure projects. She reported that the Planning Commission approved preliminary plans for the Bainbridge Phase 1A Powers Road extension and for a proposed solar field on the capped landfill. The stormwater project near 39–41 South Main Street is still under review by the State Highway Administration. The Gas House Electric project will require construction of an additional platform following updated guidance from the Maryland Historical Trust, which will result in an increase in project costs. Cecil Transit will begin a monthly Friday Shopper Route on December 19, providing transportation between Port Deposit, Rising Sun, and the North East Walmart. In addition, discussions are ongoing with the Town of North East regarding a potential shared full-time code enforcement officer to improve enforcement coverage and consistency.

COUNCIL REPORTS

Councilman Berlin reported that the next Town newsletter will be released in approximately 19 days. He requested submissions for upcoming events and noted growing public engagement with the newsletter. Discussion followed regarding increasing future-focused content, development updates, and educating residents about Zoom access to Town meetings.

Councilwoman Thiele asked for clarification regarding ownership of a small parcel near the marina and reiterated concerns about vehicle parking. It was agreed that enforcement of parking regulations would be temporarily stopped while the property issue is reviewed.

Councilman Knight recommended strengthening nuisance laws, particularly those related to noise and short-term rentals, and supported updating vehicle-related ordinances and exploring a partnership with the Town of North East for improved code enforcement. In response, Town Administrator Rinkerman stated that outdated codes are currently under review and that certain violations may be transitioned to municipal infractions to improve enforceability.

PUBLIC COMMENT

None.

ANNOUNCEMENTS

The Port Deposit Holiday Tree Lighting event will take place on Saturday, December 6, 2025, Downtown and at Lee's Landing Dock Bar. The event will include a golf cart parade, Christmas caroling, and the lighting of the tree, among other things.

Town Hall will be closed on Thursday, December 25, and Friday, December 26, in observance of the Christmas holiday.

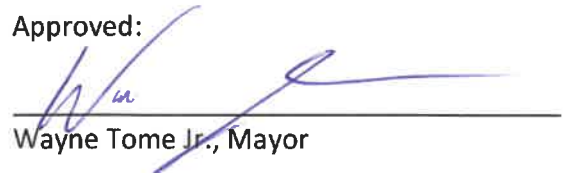
ADJOURNMENT

There being no further business, Mayor Tome, Jr., adjourned the meeting at 8:04 p.m.

Respectfully Submitted,


Mary Culver, Administrative Assistant

Approved:


Wayne Tome Jr., Mayor