



**Town of Port Deposit
Town Council Meeting Minutes
Legislative Meeting
Conference/Video Meeting
January 3, 2022**

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

CLOSED EXECUTIVE SESSION – At the December 20, 2022 Council meeting, motion was made by Councilman Knight, seconded by Deputy Mayor Brown, to convene in closed executive session at 7:37 p.m., pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-305 (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 relative to appointments to appointments to Boards and Committees; (3) to consider acquisition of real property for the public purpose and matters directly related thereto; and (8) to consult with staff, consultants, or other individuals about pending or potential litigation. ROLL CALL VOTE: Mayor Kuhs – Y, Deputy Mayor Brown – Y, Councilman Berlin – Y, Councilman Knight – Y and Councilman Tome, Jr. – Y.

PRESENT: Mayor Kuhs, Deputy Mayor Brown, Councilman Berlin, Councilman Knight, Councilman Tome, Jr., and Public Works and Code Administrator Steffen, and Town Administrator Rinkerman.

The Council discussed the Public Safety Department and potential consultant to evaluate public safety needs; potential town acquisition of Bainbridge property; and a lawsuit that was filed with the Town.

The Closed Executive Session meeting was adjourned at 8:10 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 Knight, Councilman Berlin, Councilman Tome, Jr., Town Administrator Rinkerman, and Public Works and Code Administrator Steffen. Via Zoom: Treasurer Sookiasian and Corporal William Sewell, CCSO.

SAFETY TIP OF THE MONTH

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

APPROVAL OF MINUTES

Minutes from the December 6, 2022 Legislative meeting and December 20, 2022 Work Session meeting were presented.

Motion made by Councilman Tome to approve the minutes as presented. Seconded by Deputy Mayor Brown. Roll call: Brown – Y, Berlin – Y, Knight – Y, Tome - Y. Motion carried unanimously.

PUBLIC SAFETY UPDATE – Corporal Sewell, CCSO provided a report with statistics of incidents within town. Deputies continue to perform traffic patrols, including tractor trailer details, and continue to utilize the town’s cameras when needed. Corporal Sewell explained that Port Deposit is relatively quiet and low crime compared to other towns in the area, and that there is very few isolated incidents. Councilman Knight inquired if the current schedule in place is favorable to the Deputies performing the patrols; and if any additional/alternative shifts are desired, the Council would consider the request.

PUBLIC COMMENT – No public comment.

OLD BUSINESS

Camera Agreement – Town Administrator Rinkerman presented the Public Camera Agreement for 15 S. Main and 33 S. Main Street for electric utility service between the Town of Port Deposit and Councilman Knight as the property owner. The agreement(s) presented acknowledges that the Town of Port Deposit would reimburse the property owner for the electricity to operate the surveillance camera in the amount of \$72.00 per year. Councilman Knight has incurred and donated the cost of the electricity for the cameras for the past several years and has graciously offered to continue to pay for the electricity until December 30, 2025. The agreement for reimbursement of electricity costs would take affect starting January 1, 2026.

Motion was made by Deputy Mayor Brown to enact the Public Camera Agreement presented. No second to the motion.

Councilman Tome Jr. voiced his concern of there being a conflict of interest since Councilman Knight serves on the Town Council. Councilman Berlin explained that he thinks that the camera should be placed on town property rather than private property.

Councilman Knight, Deputy Mayor Brown, and Treasurer Sookiasian explained that the town does not have property in the location needed to relay the signal to Town Hall. The location is a major component and link for the cameras within town, and without it there is no connection. Treasurer Sookiasian explained that Councilman Knight does not benefit or gain anything since the agreement is for a reimbursement of a funds incurred by Councilman Knight. Deputy Mayor Brown encouraged Councilman Tome Jr. and Councilman Berlin to present an alternative solution to discuss at the next meeting.

Curb 173 N. Main Street – PW & Code Administrator Steffen advised that during heavy rain fall, the water collects at the curb at 173 N. Main Street and runs into the basement of multiple homes. SHA stated that it was a handicap access point at one time, however there is no reason for the handicap access point to be there. PW & Code Administrator Steffen suggested building the curb up to redirect the stormwater towards the drain. Council directed PW & Code Administrator Steffen to obtain an estimate for the project, and if it can be completed for less than \$2,000, to proceed. This will come out of the operations budget.

NEW BUSINESS

Sidewalk Water Runoff – Town Administrator Rinkerman advised of multiple properties within town with stormwater that has no where to go except across the sidewalks. During the winter, temperatures cause the stormwater to freeze, creating a safety hazard of icy sidewalks. Discussion ensued on the matter and Town Administrator Rinkerman will contact Cecil County Stormwater Division to discuss possible solutions.

REPORTS TO COUNCIL

TREASURER – Treasurer Sookiasian presented the Treasurer’s Report for the month of December. He provided comments regarding revenue and expenses provided in the report, in addition to providing an update on used vs. remaining ARPA funding.

PUBLIC WORKS & CODE ADMINISTRATOR – Public Works & Code Administrator Steffen provided an update regarding various projects. This included the estimate of \$3,218 for the electric on the steps by Town Hall to be completed.

Motion was made by Councilman Knight to proceed with the electrical work. Seconded by Councilman Tome, Jr. All in favor. Motion carried unanimously.

PW & Code Administrator Steffen stated that the solar lights have been installed at the boat launch and inquired about applying for another grant through DNR to help with gang plank repairs. He also suggested the purchase of a new smaller mower since the current smaller mower is leaking oil. He will obtain and present estimates to the Council for a new mower. Discussion ensued regarding the blue building in Marina Park that is now under the town’s ownership. PW & Code Administrator Steffen will continue to evaluate the condition of the building.

TOWN ADMINISTRATOR – Town Administrator Rinkerman provided various updates to include Bainbridge property annexation, the first public hearing meeting for Hopkins Quarry to be held on February 7, 2023 at Town Hall, and an update on the Norfolk Southern lease agreement for the parking lot on North Main Street explaining that the lease was wrongly classified under tier 2 in Norfolk Southern’s system and should have been classified as a government agency agreement. This will bring the lease agreement from \$800/year down to \$650/year.

COUNCIL REPORTS – Deputy Mayor Brown inquired where Lee’s Landing Dock Bar stands regarding their dumpster area. PW & Code Administrator Steffen will follow up with Lee’s Landing. Deputy Mayor Brown stated the would like the Public Safety Committee to meet ASAP to write a RFP.

Councilman Berlin stated that trashcans left on the sidewalks still remains an issue and inquired what steps PW & Code Administrator Steffen has taken and what potential solutions there may be to the issue. PW & Code Administrator Steffen stated that in addition to the green tags, he has posted letters to include the code violation, section of the code that has been violated, and notice of potential fines. Unfortunately, it is most common with rental properties, so Council has directed Steffen to notify the property owner rather than just the tenant, and to start implementing the fines.

PUBLIC COMMENT – No public comment.

ANNOUNCEMENTS – No announcements.

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, Section 3-305 (1) to discuss a personnel matter relative to appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals relative to appointments to Boards and Committees relative; (3) to consider the acquisition of real property for a public purpose and matters directly related thereto relative to the Bainbridge property. Seconded by Councilman

Tome, Jr. Roll call vote: Knight – Y, Berlin – Y, Brown – Y, Tome – Y. All in favor. Motion carried unanimously. Council did not return to open session.

The meeting adjourned at 8:30 p.m. Meeting audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Robert Kuhs, Mayor