



**Town of Port Deposit  
Town Council Meeting Minutes  
Legislative Meeting  
Conference/Video Meeting  
October 4, 2022**

*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, Councilman Berlin, and Town Administrator Rinkerman. Via Zoom: Deputy Mayor Brown Councilman Tome, Jr., and Treasurer Sookiasian.

**ABSENT:** Councilman Knight

**SAFETY TIP OF THE MONTH**

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

**APPROVAL OF MINUTES**

Minutes from the August 2, 2022 Legislative meeting, August 16, 2022 Work Session meeting, September 6, 2022 Legislative meeting, and September 20, 2022 Work Session meeting were presented.

Motion made by Councilman Berlin to approve the minutes as presented. Seconded by Deputy Mayor Brown. All in favor. Motion carried unanimously.

**LEGISLATIVE UPDATE** – Delegate Kevin Hornberger provided a PowerPoint presentation to the Council regarding his proposal for a State Park on the Bainbridge property. His presentation included the history and significance of the historic Tome School and Snow Hill archaeological site, specifications of the proposed park, and potential funding available for State Parks.

Mayor Kuhs inquired if Delegate Hornberger's plan for the Tome School included the Head Master's house and the likelihood of restoration, and the level of contamination on the property. Councilman Berlin inquired about the cost of developing a new State Park and how to ensure what funding will be available for this park compared to others.

**PUBLIC COMMENT** – Erica Berge, President of Community Connecting Us announced that Master Builder, Lars Howlett has designed and created a labyrinth in the Historic Memorial Tome Church yard. The Labyrinth will be dedicated this Saturday, October 8, 2022. The Labyrinth will be open to the public 24/7 to use at their own discretion.

Don Harmer, member of the Cecil County Chamber of Commerce Public Relations Committee and Cecil County Parks and Recreation Board Member introduced himself and commented on Delegate Hornberger's presentation relative to the proposed State Park funding.

## **OLD BUSINESS**

ARPA Update - Treasurer Sookiasian asked for the Council's approval on using ARPA funds for previously discussed projects. This included the seal coating and line painting for parking lot #4 and the portion of the camera project that was not covered by the \$5,000 VLT grant.

Motion was made by Councilman Tome Jr. to approve the use of ARPA funding for the projects presented by Treasurer Sookiasian. Seconded by Deputy Mayor Brown. Roll call vote: Tome – Y, Berlin – Y, Brown – Y. All in favor. Motion carried unanimously.

Treasurer Sookiasian recommended the Council use the funding from the "Group C" list of projects since they are lower priority and using the funding for the Comprehensive Rezoning due to cost estimate revisions. Deputy Mayor Brown stated he has no issue eliminating the Group C projects and using the funding as long as the projects can be re-visited if priorities change.

## **NEW BUSINESS**

Recommendation for Appointment Travis Steffen PW and Code Administrator - Town Administrator Rinkerman presented the recommendation from the Personnel Committee to appoint Travis Steffen as the Town's Public Works and Code Administrator.

Motion was made by Councilman Berlin to appoint Travis Steffen to the Public Works and Code Administrator position. Seconded by Councilman Tome, Jr. Roll call vote: Tome – Y, Berlin – Y, Brown – Y. All in favor. Motion carried unanimously.

Hopkins Quarry Metes and Bounds Survey Update - Town Administrator Rinkerman stated this was approved at the September 6, 2022 Town Council Meeting however she needed the Council's signature on the proposed contract.

RK&K Supplement B Granite Ave/Race Street Stormwater Project – Town Administrator Rinkerman stated that Artesian Water requested 16 additional test holes to verify the location of the existing water main. Artesian will not be able to complete the Stormwater Project on Granite Ave/Race Street without the additional test holes. The overall cost for Supplement B is estimated to be \$40,109.28 and Town Administrator Rinkerman did confirm with the USDA that the cost would be covered from the contingency fund of the grant.

Motion was made by Councilman Berlin to approve the 16 additional test holes. Seconded by Councilman Tome Jr. Deputy Mayor was disconnected via Zoom and Council will vote for approval at the next meeting.

## **REPORTS TO COUNCIL**

**TREASURER** – Treasurer Sookiasian asked the Council to confirm the desired locations for the speed radar units to then submit a request for SHA for approval. The 1<sup>st</sup> location was determined to be located by the basketball court on N. Main Street. The 2<sup>nd</sup> location at Town Hall to face people coming into town from the South side.

Treasurer Sookiasian provided an estimate for the light at the end of the boat dock. Public Works and Code Administrator Steffen will obtain a second estimate.

Treasurer Sookiasian presented the Treasurer's Report for the month of September. He provided comments regarding revenue and expenses provided in the report.

**TOWN ADMINISTRATOR** – Town Administrator Rinkerman reported that HAC approved the exterior renovations application submitted by the property owner at 75 N. Main Street; and no Planning Commission meeting was held in September. The town received an award for the partnership with Towson University and will be recognized by Towson University on November 17, 2022.

**COUNCIL REPORTS**


Councilman Berlin congratulated Travis Steffen on his new position as the Public Works and Code Administrator in addition to thanking Delegate Hornberger for his presentation.

**PUBLIC COMMENT** – No public comment.

**ANNOUNCEMENTS** – No announcements.

The meeting adjourned at 8:15 p.m. Meeting audio is available upon request.

Attest:

  
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Vicky Rinkerman, Town Administrator

Approved:

  
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Robert Kuhs, Mayor