



**Town of Port Deposit  
Town Council Meeting Minutes  
Legislative Meeting  
Conference/Video Meeting  
October 6, 2020**

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

**CALL TO ORDER**

Mayor Tome called the meeting to order at 7:00 p.m.

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

**ABSENT:** Councilman Broomell

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

**APPROVAL OF MINUTES**

Meeting Minutes from Town Council September 1, 2020 Legislative Meeting and September 15, 2020 Work Session Meeting were presented.

Motion was made by Councilman Brown to approve the minutes as presented. Seconded by Councilman Knight. Roll call vote: September 1, 2020 – Kuhs – Abstain, Brown – Y, Knight – Y, Tome – Y. September 15, 2020 – Kuhs –Y, Brown – Y, Knight – Abstain, Tome – Y. Motion carried.

**PRESENTATION**

2020 Audit Report – Tim Sawyer – Barbacane, Thornton and Company presented the audit results for the Town of Port Deposit for the fiscal year ending June 30, 2020. The field work was completed on site on August 27, 2020.

There were no questions on the report and Council members thanked staff and specifically Finance Manager Sookiasian for the good work.

**PUBLIC HEARING**

Ordinance 2020-07 – Amendment to the Port Deposit Zoning Code, Article XI Supplemental Use Regulations, Section 175 Table of Permissible Uses & Section 178 Camp & Recreational Vehicle Park

Town Administrator Rinkerman provided a summary of the Ordinance to the Council and the changes made to the Table of Permissible Uses to permit camping and recreational parking with conditions. She stated that the Ordinance was approved by the Planning Commission by Resolution and was recommended to Council for approval.

Public Comment – None

Motion was made by Councilman Knight to adopt Ordinance 2020-07. Seconded by Deputy Mayor Kuhs. Roll call vote: Kuhs – Y, Brown – Y, Knight – Y. All in favor. Motion carried.

Ordinance 2020-08 - Amendment to the Port Deposit Zoning Code, Article XI Supplemental Use Regulations, Section 211 Festivals, Events of Public Interest or Special Events, Occasional Outdoor

Town Administrator Rinkerman provided a summary of the Ordinance to the Council and its amendments to the Zoning Code to permit outdoor activities pertaining to seasonal uses within town. This will consist of an application process that will set conditions. The Ordinance was approved by the Planning Commission by Resolution and was recommended to the Council for approval.

Public Comment – None

Motion was made by Councilman Brown to adopt Ordinance 2020-08. Seconded by Deputy Mayor Kuhs. Roll call vote: Kuhs – Y, Brown – Y, Knight – Y. All in favor. Motion carried.

**OLD BUSINESS** – None

#### **NEW BUSINESS**

Resolution 13-2020 – 2021 Community Legacy Grant – Façade Improvement Program – Town Administrator Rinkerman presented Resolution 13-2020 which is in support of the Community Legacy Grant that would continue the Façade Improvement Program. She stated she is currently working on the application due next week.

Motion was made by Deputy Mayor Kuhs to approve Resolution 13-2020. Seconded by Councilman Brown. Roll call vote: Kuhs – Y, Brown – Y, Knight – Y. All in favor. Motion carried.

Draft Resolution 09-2020 – Seasonal Business and/or Use – Mobile Food Vendor Regulations – Town Administrator Rinkerman presented and provided details for Resolution 09-2020 which she stated goes in conjunction with Resolution 08-2020 and is approved and recommended to the Council by the Planning Commission. The Council will continue to review the Resolution.

Town Administrator Rinkerman discussed upcoming holiday events within town and stated the Cecil County Health Department guidelines have been posted to the town’s media sites. Mayor Tome stated that the Water Witch Fire Company will still be holding Trunk or Treat in the Town Hall parking lot.

#### **REPORTS TO COUNCIL**

Town Administrator Rinkerman provided the Council with updates regarding various meetings and projects. This included previous HAC and Planning Commission meetings, and upcoming resolutions. Rinkerman provided details on correspondence from Norfolk Southern regarding the Floodgate Study Project, and presented potential options regarding the abandoned property at 41. N. Main Street.

Finance Manager Sookiasian provided the Council with financial reports and updates for the month of September. Finance Manager Sookiasian provided additional updates on various costs including damage on S. Main Street, trees in Marina Park, and damage to Chief of Police Smith’s car.

Finance Manager Sookiasian addressed the street light request on South Main Street. He contacted residents surrounding the area for their input in regards to the installation of the street light. With one exception, all of the nearby residents were in favor of the street light. The town will proceed with installation.

Councilman Brown expressed gratitude for the exceptional work that Finance Manager Sookiasian does for the town.

Chief of Police Smith provided the Chief's Report to Council which included the Bainbridge Development Corporation's decision to not have Chief Smith patrol the Bainbridge property, assists made, meetings attended, and incidents/complaints within town.

**COUNCIL REPORTS** – Councilman Brown stated that at the October 6, 2020 Public Safety Committee meeting Chief Smith discussed the property/evidence room and will further discuss with the Council how to proceed with the items in possession.

**PUBLIC COMMENT** – Mr. Terrell Brown had a complaint regarding a pedestrian driving a golf cart, to his knowledge drunk, that pulled out in front of him and was almost hit. Chief Smith stated that she would contact the Cecil County Sheriff's Office to keep an eye out for golf carts driven on the road while patrolling within town.

**ANNOUNCEMENTS** – Mayor Tome announced that the November 3, 2020 Town Council Meeting is canceled for Election Day, and the next Town Council Meeting will be held October 20, 2020.

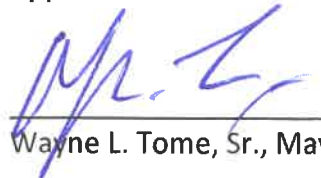
The public meeting was adjourned at 7:50 p.m. The meeting was recorded and audio is available upon request.

Attest:



Vicky Rinker, Town Administrator

Approved:



Wayne L. Tome, Sr., Mayor