



**Town of Port Deposit
Town Council Meeting Minutes
Work Session Meeting
Conference/Video Meeting
July 20, 2021**

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

PRESENTATIONS

Cecil County Public Library Port Deposit Branch – Morgan Miller, Director provided an update regarding the closing the of Cecil County Public Library Port Deposit Branch. She informed the Council that she has been working with Town Administrator Rinkerman and Erica Berge of Community Connecting Us (CCU) in order to transition some of the resources previously offered at the library, to the Community Connecting Us building. This also includes a variety of programs such as toddler time, book mobile, teen robotics program, the Port Deposit Bike project, business programs and more. In addition to working on providing programs at Community Connecting Us, some books and collections will be moved from the library to CCU.

MDOT SHA Sidewalk Improvement Proposal – James Robinson, Senior Project Engineer, Whitman, Requardt & Associates, LLP provided a presentation outlining the MDOT SHA Sidewalk Improvement Proposal. The ADA approved project along Route 222 extends from S. Main Street to Granite Avenue and consists of reconstructing sidewalk ramps and some driveways to meet ADA guidelines. Mr. Robinson explained that they have completed multiple site visits and are working on constructing sketches for the project. Councilman Knight asked for clarity regarding the plan with the granite currently in place. Mr. Robinson explained that the granite will be removed and the area will be graded so that the granite can be placed at road level to be ADA compliant.

PUBLIC COMMENT – No public comment.

OLD BUSINESS

Tree Removal Update – Treasurer Sookiasian provided an update on the removal of the tree at 93 N. Main Street and the tree in Parking Lot #2 (23 S. Main St.). Council previously approved the removal the tree in Parking Lot #2 and requested information on the health of the tree at 93 N. Main. Discussion ensued regarding the estimates and feedback from DNR and the tree removal company.

Motion was made by Councilman Knight to proceed with the removal of the tree at 23 S. Main St. and to forgo the removal of the tree at 93 N. Main Street at this time. Seconded by Councilman Tome Jr. All in favor. Motion carried unanimously.

NEW BUSINESS

Resolution 11-2021 – Maryland Community Development Block Grant Minority Business Plan – Town Administrator Rinkerman advised the Council that the Town must adopt a Minority Business Plan as required by the Maryland Department of Housing and Community Development for Community Development Block Grant funds.

Motion was made by Councilman Knight to approve Resolution 11-2021. Seconded by Councilman. All in favor. Motion carried unanimously.

Snakehead Fishing Tournament Proposal – Councilman Berlin proposed hosting a Snakehead Fishing Tournament. He explained that the Snakehead fish is an invasive species from Asia and has been a huge issue in the area. Councilman Berlin would like to bring awareness of the issue and inform the community that it is federal law to kill the fish if it is caught. In addition to bringing awareness by posting information, he proposed hosting a Snakehead Fishing Tournament on September 25, 2021.

Councilman Knight recommended Councilman Berlin reach out to Randa Thiele to discuss her experience running the Lower Susquehanna Rockfish Tournament. Treasurer Sookiasian volunteered to contact DNR regarding potential informational signage to be placed in Marina Park.

REPORTS TO COUNCIL

Treasurer Sookiasian provided the financial reports and updates for the month of June and preliminary statements for the fiscal year ending June 30, 2021. Included with the report was the anticipated revenue and anticipated expenditures for FY 2021.

Chief of Police Report – No report provided.

Town Administrator Rinkerman provided updates on various projects. She advised that MRP submitted the final site plan and subdivision plan for Bainbridge to be presented at the August 26, 2021 Planning Commission Meeting. Additionally, the Planning Commission will be reviewing a Public Works agreement to dedicate the roads to the town, which will eventually be reviewed by the Council for approval. She informed Council of other projects including a mill and overlay project on Main Street, an amateur drone video of the town done by Biron Braxton, memorial benches, Welcome to Port Deposit signs, Conowingo Dam updates and potential funding, Critical Area Map review by the Planning Commission, and USDA Grant – Granite and Race St. updates. Mrs. Rinkerman informed the Council that the Rice Tot Lot Dog Park would be opening soon and discussed a ribbon cutting for the dog park.

COUNCIL REPORTS

Councilman Tome Jr. inquired about the clock in the center of Town. Treasurer Sookiasian provided the cost previously estimated in order to examine and possibly fix the clock. He mentioned all the clock parts are from a gentleman who lived in Mexico, who is deceased, and it had been hard to find anyone willing/capable of fixing the clock.

Councilman Tome Jr. inquired about additional electric/digital speed signs to be placed within town, especially by the basketball court and by Town Hall. Councilman Tome Jr. stated that he would research signs and prices to present to the Council. He also informed the Council that Water Witch Fire Company would be presenting a plaque to Lee's Landing for 2 employees who administered CPR for a guest who had a cardiac arrest.

Councilman Berlin inquired about allowing mobile food vendor, Clark's Fried Fish to advertise with temporary yard signs on Route 222 in order to attract more business. Council and staff approved of the temporary yard signs as long as it does not block the entrance to Marina Park, or disrupt traffic flow.


Councilman Berlin suggested sending out a newsletter to the Town residents to inform them dates and meetings. Discussion ensued regarding current publication/posts for meetings on all Town social media sites, on the door at Town Hall, and some meetings are advertised in the newspaper. Town Administrator Rinkerman stated that even with Zoom being available for all meetings, there is a lack of public attendance at the meetings. Councilman Berlin recommended that there be coupons, possibly a featured resident, or fun fact for the newsletter.

PUBLIC COMMENT – No public comment.

ANNOUNCEMENTS – No announcements.

The public meeting was adjourned at 9:23 p.m. The meeting was recorded and audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Robert A. Kuhs, Mayor