



**Town of Port Deposit
Town Council Meeting Minutes
Work Session Meeting
August 20, 2019**

CALL TO ORDER

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

PRESENT: Mayor Tome, Deputy Mayor Kuhs, Councilman Brown, Councilman Broomell, Councilman Knight, Town Administrator Rinkerman, and Finance Manager Sookiasian.

ABSENT: None

OLD BUSINESS

Planning Commission Resignation - Town Administrator Rinkerman presented the request to appoint Mr. Sterling Shuman as a member of the Planning Commission succeeding the resignation of Planning Commission member, Randa Thiele.

Motion was made by Councilman Brown to approve Mr. Shuman as the appointment for the Planning Commission position, vacated by resignation of Randa Thiele. Seconded by Councilman Knight. Roll call vote: Councilman Brown – Y, Councilman Knight – Y, Deputy Mayor Kuhs – Y, Councilman Broomell – Y. All in favor. Motion carried unanimously.

Freeman Hall Steps - Town Administrator Rinkerman discussed options regarding the Freeman Hall steps. Fencing was discussed as a temporary action.

PUBLIC COMMENT – NONE

NEW BUSINESS

Budget Amendment 20-01 – Public Safety Department Revised Budget – Finance Manager Sookiasian presented Budget Amendment 20-01 – Public Safety Department Revised Budget. Discussion ensued regarding the Budget Amendment and the increase of hours for Acting Chief of Police Smith from 10 hrs./week to 13 hrs./week.

Motion was made by Deputy Mayor Kuhs to approve Budget Amendment 20-01 – Public Safety Department Revised Budget. Seconded by Councilman Brown. All in favor. Motion carried unanimously.

Budget Amendment 20-02 – Public Safety Department Revised Budget - Budget Amendment to increase hours for Acting Chief of Police Smith from 13 hrs/week to 16 hrs/week was postponed until the Public Safety Committee has had time to discuss at their next meeting.

Camera Project Phase II - Finance Manager Sookiasian presented the Camera Project Phase II and discussed the proposal and expenses with the Council.

Motion was made by Deputy Mayor Kuhs to approve the Camera Project Phase II and the expenditures from the fund balance. Seconded by Councilman Knight. Roll Call Vote: Councilman Brown – Y, Councilman Knight – Y, Deputy Mayor Kuhs – Y, Councilman Broomell – Y. All in favor. Motion carried unanimously.

Adams Hall/Town Hall Project – Town Administrator Rinkerman provided updates to the Council regarding the Town Hall Project. Adam from McCreesh Slate Roofing LLC informed the Council, via phone conference, of the existing condition of the box gutter and roof repair. The Council directed Town Administrator Rinkerman to inquire about the possibility of completing the project in phases.

REPORTS TO COUNCIL

Town Administrator Rinkerman provided the Council with update on various projects and grants.

Finance Manager Sookiasian provided the Council with the financial updates.

COUNCIL REPORTS

Deputy Mayor Kuhs expressed concern regarding the missing radar unit and will further discuss the matter at the next Public Safety Meeting.

Discussion ensued regarding the condition of the blue building in Marina Park and possible solutions.

Council will revisit the topic of removal of the dead tree in Marina Park and the estimates are accrued by staff.

PUBLIC COMMENT – Carol Hopkins inquired about the process of presenting a matter to the Town Council.


ANNOUNCEMENTS

Mayor Tome provided updates regarding ISO, Artesian Water, and fire hydrants within Town.

Bainbridge Day – Bainbridge Naval Museum, Sunday, September 15, 2019 – 12:00 – 5:00 p.m.


The public meeting was adjourned at 8:50 p.m. The meeting was recorded and audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Wayne L. Tome, Sr., Mayor