



**Town of Port Deposit  
Town Council Meeting Minutes  
Work Session Meeting  
Conference/Video Meeting  
April 21, 2020**

*Town Hall is closed and this meeting was held via videoconferencing and by audio. 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 Broomell, Councilman Knight, Councilman Brown, Town Administrator Rinkerman, and Finance Manager Sookiasian.

**ABSENT:** None

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

**APPROVAL OF MINUTES**

Meeting Minutes from Town Council March 3, 2020 Legislative Meeting were presented.

Motion was made by Deputy Mayor Kuhs to approve the minutes as presented. Seconded by Councilman Broomell. Deputy Mayor Kuhs – Y; Councilman Broomell – Y; Councilman Knight – Y; Councilman Brown - abstained due to being absent at the March 3, 2020 Legislative Meeting. Motion carried.

**PRESENTATION**

FY 2021 MAYOR'S BUDGET – Finance Manager Sookiasian provided overview regarding the Finance Committee Meeting prior to the Town Council Meeting where the budget was discussed in more depth. The presentation directed for the Council focused on the key points of the Mayor's Budget. One of the biggest factors is that he does not know to what degree how COVID-19 will impact the town revenue sources.

Finance Manager Sookiasian recommended that the Council proceed with what is known at the moment, and then be prepared to make budget amendments throughout the year as information presents itself. He proceeded to discuss how the budget is a continuation of the town's current operation, with a couple of exceptions, which he then presented in further detail. Some of those exceptions included public works equipment, fire company donations, and legal fees.

Deputy Mayor Kuhs suggested that instead of including the additional donation to the fire company in the Mayor's budget, to consider making a one-time donation due to the circumstances and the loss of financial support from Port Deposit VFW Post 8185.

**PUBLIC COMMENT** – None

**OLD BUSINESS**

SHA Stormwater Project Update – Town Administrator Rinkerman provided the Council with updates regarding the Stormwater Project. She had mentioned that during the most recent rain of just a few inches, the town had flooded in numerous areas of town. A video taken by a resident of a culvert by their residence, overflowing into

the road will be sent with a letter to the State Delegation to help make the town's case that this project needs to be completed being that the storm drain in place cannot handle any more water. Town Administrator Rinkerman announced that in a recent Granite Cliffs meeting, the County is going to hold the development plan for Granite Cliffs to the 100 year storm for the stormwater plan.

Façade Improvement Program Application Release – Town Administrator Rinkerman announced that the Façade Improvement Program Application will be released on Monday April, 27 2020 for town residents to apply. The application and guidelines will be posted on the town's media websites and hard copies will be available at Town Hall. Applications will be due June 1, 2020.

**NEW BUSINESS**

VLT Local Community Grant FY 2021 Update – Town Administrator Rinkerman provided an update to the Council regarding information that was announced at a press release regarding the VLT Local Community Grant. The VLT Local Community Grant is now restricted to non-profit organizations.

State of Emergency & COVID-19 Response Update – Mayor Wayne Tome stated he declared a Local State of Emergency for the Town of Port Deposit on March 16, 2020, which was renewed at the 30 day mark. He directed staff track any expenditures due to COVID-19 while under the State of Emergency.

**REPORTS TO COUNCIL**

Finance Manager Sookiasian provided the Council with financial reports and updates for the month of March.

Town Administrator Rinkerman provided the Council with updates regarding various meetings, projects, and code details.

**COUNCIL REPORTS** – None

**PUBLIC COMMENT** – None

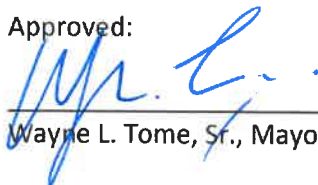
**ANNOUNCEMENTS** – None

The public meeting was adjourned at 7:48 p.m. The meeting was recorded and audio is available upon request.

Attest:

  
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Vicky Rinkerman, Town Administrator

Approved:

  
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Wayne L. Tome, Sr., Mayor