



**Town of Port Deposit
Town Council Meeting Minutes
Legislative Meeting
Conference/Video Meeting
December 5, 2023**

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

CALL TO ORDER

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

PRESENT: Mayor Tome, Jr., Deputy Mayor Brown, Councilman Berlin, Councilman Knight, Town Administrator Rinkerman, Treasurer Gray and PW & Code Administrator Jamison. Via Zoom – Councilwoman Thiele and Counsel McCarron

SAFETY TIP OF THE MONTH

Mayor Tome, Jr. presented the Safety Tip of the Month to Council.

APPROVAL OF MINUTES

November 7, 2023 Legislative meeting and November 21, 2023 Work Session meeting minutes were presented.

Motion made by Deputy Mayor Brown to approve the November 7, 2023 Legislative minutes as presented. Seconded by Councilman Berlin. All in favor. Motion carried unanimously.

Motion made by Councilman Berlin to approve the November 21, 2023 Work Session meeting minutes as presented. Seconded by Deputy Mayor Brown. Knight- Abstain. Motion carried.

PUBLIC COMMENT – Adam Streight introduced himself and announced his candidacy for Cecil County Executive.

PRESENTATION

Draft Hopkins Quarry Master Plan – Jim Klein, Lardner/Klein Landscape Architects provided an overview of the draft Hopkins Quarry Master Plan. This included water and sewer, MDE studies, recreational plans, potential logistics, parking, infrastructure and discussion regarding roads/entrances.

Resolution 12-2023 Hopkins Quarry Recreational Master Plan Adoption – Town Administrator Rinkerman provided a brief overview of Resolution 12-2023.

Motion made by Councilman Berlin to adopt Resolution 12-2023. Seconded by Deputy Mayor Brown. Roll call vote – Brown – Y, Berlin – Y, Knight – Y, Thiele – Y. Motion carried unanimously.

OLD BUSINESS

Update from public meeting at CCU on Public Safety – Erica Berge, CCU President provided an overview of the follow-up Healthier/Safer Town’s Forum that took place at CCU. Bill Baron moderated the event for the 11 participants to include Deputy Mayor Brown and Councilman Berlin. At the forum the public expressed their concerns regarding temporary occupants on Canal Road, speeding, and safety. CCU worked with the public and forum members to form a plan of action for potential solutions. This includes email templates to elected officials, various resources, SHA streetscape involvement, training classes, newsletter and statistics, and community involvement.

NEW BUSINESS

AECOM – Contract Renewal – Town Administrator Rinkerman presented the master consultant agreement amendment with AECOM to continue use of their professional services through December 31, 2025.

Motion made by Deputy Mayor Brown to approve the Contract Renewal with AECOM. Seconded by Councilman Knight. Roll call vote – Brown – Y, Berlin – Y, Knight – Y, Thiele – Y. Motion carried unanimously.

Health Care Reimbursement Proposal – Town Administrator Rinkerman and Treasurer Gray presented alternative Health Care Reimbursement Plans being only one employee at this time receives health insurance coverage through the town. This would allow employees to select the insurance company of their choosing and the town would cover 80% as the current plan does.

Motion made by Deputy Mayor Brown to approve the Health Care Reimbursement Proposal as presented as an alternative to the group plan in place if the employee so chooses. Seconded by Councilman Berlin. Roll call vote – Brown – Y, Berlin – Y, Knight – Y, Thiele – Y. Motion carried unanimously.

REPORTS TO COUNCIL

PUBLIC WORKS & CODE – PW & Code Administrator Jamison provided updates to the Council on projects completed and currently in process.

TREASURER – Treasurer Gray stated that she started running the bank reconciliations through the system/software and has most accounts reconciled aside from the general account. She provided reports for the capital and general accounts to include a year-to-date comparison of the budget. She will be starting the grant for police protection grant.

Town Administrator Rinkerman advised that the town has requested an extension on the audit due to the audit company’s staffing shortage.

TOWN ADMINISTRATOR – Town Administrator Rinkerman provided various updates to include HAC’s approval of the railing on top of the granite retaining wall at 1 Center Street, the Planning Commission to meet on December 14, 2023 to discuss amendments to the Comprehensive Plan, the town tree lighting event, LSHG mini grant application for the Port Deposit Chamber of Commerce, sustainable community re-designation, and SHA transportation alternatives program and grant update.

COUNCIL REPORTS –

Councilman Berlin stated that he is working on the newsletter to be released this month.

Councilman Knight thanked everyone who helped with the tree lighting event.

Councilwoman Thiele also thanked everyone who helped with the tree lighting event.

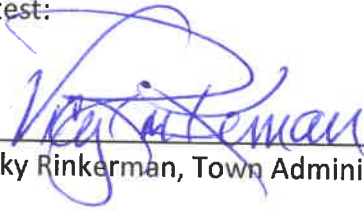
PUBLIC COMMENT –

Erica Berge announced a thrift shop event happening at CCU this coming weekend from 10am – 3pm and Cool Beans Coffee & Sandwich Co. will be there providing food at 11am.

ANNOUNCEMENTS

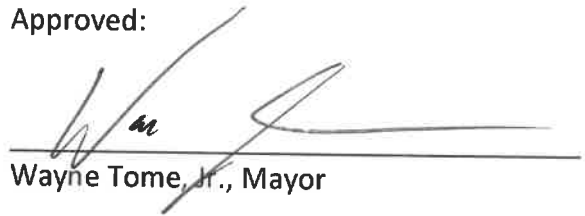
The meeting adjourned at 8:13 p.m. Meeting audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Wayne Tome, Jr., Mayor