



**Town of Port Deposit  
Town Council Meeting Minutes  
Legislative Meeting  
Conference/Video Meeting  
October 3, 2023**

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

**CLOSED EXECUTIVE SESSION** – At the September 19, 2023 Council meeting, motion was made by Deputy Mayor Brown, seconded by Councilman Knight, to convene in closed executive session at 8:30 p.m., pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-305 (1) to discuss a matter relative to appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals. Council will not return to open session. ROLL CALL VOTE: Mayor Tome – Y, Deputy Mayor Brown – Y, Councilman Berlin – Y, and Councilman Knight – Y

**PRESENT AT CLOSED SESSION:** Mayor Tome, Jr., Deputy Mayor Brown, Councilman Berlin, Councilman Knight, and Town Administrator Rinkerman.

**ABSENT AT CLOSED SESSION:** Councilwoman Thiele.

The Mayor and Council discussed the recommendation from the Personnel Committee from the interviews for the Treasurer position.

The closed executive session adjourned at 9:25 p.m. and Council did not return to open session.

**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

**SAFETY TIP OF THE MONTH**

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

**APPROVAL OF MINUTES**

September 19, 2023 Legislative meeting minutes were presented.

Motion made by Councilman Knight to approve all minutes as presented. Seconded by Deputy Mayor Brown. All in favor. Motion carried unanimously.

**PUBLIC COMMENT** – No public comment.

**OATH OF OFFICE** – Mayor Tome, Jr. administered the office of office to Patti Gray as the Treasurer for the Town of Port Deposit.

### **OLD BUSINESS**

Part-time Circuit Rider Update – Town Administrator Rinkerman provided an update of the new part-time Circuit Rider, Marleen Muro, who will be working 10 hours/week with the town.

Tome Steps RFP Update – Town Administrator Rinkerman informed Council that the town received no responses for the Tome Steps RFP. KCI will reach out directly to companies who specialize in historic restorations, asking for a response.

Port Deposit Clean-up Day – PW & Code Administrator Jamison inquired about dumpster sizing, curbside pick-up, flyers, and details. The clean-up will be held on November 4, 2023 from 9AM- 3PM.

### **NEW BUSINESS**

Appointment – Bainbridge Development Corporation – Mayor Tome, Jr. recommended the re-appointment of Joseph Brant to the Bainbridge Development Corporation Board of Directors.

Motion was made by Councilman Knight to re-appointment Joseph Brant to the Bainbridge Development Corporation Board of Directors. Seconded by Deputy Mayor Brown. Roll call vote – Brown-Y, Knight-Y, Berlin-Y, Thiele - Y. All in favor. 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. This included grass cutting, graffiti removal, and a new door for the Public Works building.

**TREASURER** – Treasurer Gray is in the process of learning where previous Treasurer Sookiasian left off. She provided an update for the month of September.

Deputy Mayor Brown mentioned that the Council is interested in exploring an account that would receive a better return.

**TOWN ADMINISTRATOR** – Town Administrator Rinkerman provided various updates to include the donation of a mirror believed to have been in the Tome Mansion that was provided to the town by the Vernon Woodrow Tome family. She reminded the Council that the Cecil-Harford Quarterly MML meeting is to be held at the Donaldson Brown Center on October 26, 2023.

### **COUNCIL REPORTS** –

Councilman Berlin suggested next year the town host a community yard sale the week prior to the clean-up day. He also suggested creating a Pocket park in parking lot #2 where the old stump is located. Discussion ensued on various ideas for the park, and the consensus is to create a rock garden park. Town Administrator suggested to create the Pocket Rock park by proclamation as a public space.

Mayor Tome stated that WWFCO will be holding a trick-or-treating in the parking lot beside the fire house on N. Main Street.

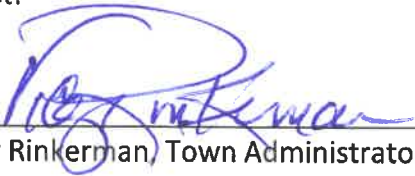
**PUBLIC COMMENT** - Erica Berge, Community Connecting Us President announced that the High 5 Initiative will be hosting a clean up this Saturday in town. An appreciation luncheon will be held and CCU afterwards.

**ANNOUNCEMENTS**

Public Hearing – Planning Commission, October 12, 2023 at 7:00pm in Town Hall, 64 S. Main Street, on the revised Comprehensive Plan.

The meeting adjourned at 7:32 p.m. Meeting audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Wayne Tome, Jr., Mayor