



**Town of Port Deposit  
Town Council Meeting Minutes  
Legislative Meeting  
Conference/Video Meeting  
November 1, 2022**

*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, Deputy Mayor Brown, Councilman Berlin, Town Administrator Rinkerman, Public Works and Code Administrator Steffen. Via Zoom: Councilman Knight, and Treasurer Sookiasian.

**ABSENT:** Councilman Tome, Jr.

**SAFETY TIP OF THE MONTH**

Mayor Kuhs presented the Safety Tip of the Month to Council.

**APPROVAL OF MINUTES**

Minutes from the October 4, 2022 Legislative meeting and October 18, 2022 Work Session meeting were presented.

Motion made by Deputy Mayor Brown to approve the minutes as presented. Seconded by Councilman Berlin. Brown – Y, Berlin – Y, Knight – Abstain. Motion carried.

**PUBLIC COMMENT** – No public comment.

**OLD BUSINESS**

Community Art Project Proposal – At the previous Town Council meeting, Dynasty Jackson inquired about the possibility of painting a mural on the wall by the dog park. Town Administrator Rinkerman and Community Connecting Us President, Erica Berge provided a draft of a project in which the town will work with Community Connecting Us and open the art project up to artists within the community. An important aspect of the project is that the artist would be expected to engage with the public and permit hands on public participation with the project.

Community Connecting Us President, Erica Berge presented an art project the Community Connecting Us completed a couple years ago. The project was an improvement to Rock Run Park, painting large rocks that were covered with racist graffiti to turning them into pieces of art, fitting for the park and local area. The Council is in favor of the project and discussed details of the Port Deposit history and “River life” to potentially be included in the mural. The project will begin in the Spring of 2023.

Kick-off Meeting Comp Plan, Zoning Ordinance and Subdivision Reg Update – Town Administrator Rinkerman announced the Kick-off meeting to include an overview of the project, lunch and tour to be held on November 16, 2022 at 9:30 AM. The meeting will be open to the Council, Planning Commission, and Historic Area Commission members for the first meeting. The public will be invited to attend the meetings throughout the process.

### **NEW BUSINESS**

GSA Project – Public Works and Code Administrator Steffen presented an overview of the GSA program for small businesses and how the town may benefit from the program. He provided details and obligations outlined within the agreement. Mayor Kuhs inquired about the likelihood of obtaining equipment and the competition within the program.

Motion was made by Councilman Berlin to approve the application to the Federal Surplus Property Program as presented. Seconded by Councilman Knight. Roll call vote: Brown – Y, Knight – Y, Berlin – Y. All in favor. Motion carried unanimously.

### **REPORTS TO COUNCIL**

TREASURER – Treasurer Sookiasian informed the Council that he will be sending them an email regarding the latest ARPA information and the amount spent to date. He advised there has been changes to the FY2023 forecast which he will work on in addition to the FY2023 budget. Treasurer Sookiasian presented the Treasurer's Report for the month of October. He provided comments regarding revenue and expenses provided in the report.

PUBLIC WORKS & CODE ADMINISTRATOR – Public Works & Code Administrator Steffen provided an update regarding code issues within town. This included the continuation of trashcans left on sidewalks and unregistered vehicles on public property. Mayor Kuhs inquired about PW & Code Administrator Steffen's comfortability of issuing citations if needed. Steffen stated he prefers to speak to and try to work with the individual first but is comfortable issuing citations if need be.

PW & Code Administrator Steffen provided updates on various projects to include a quote from Adams Mobile Welding of \$1800 to repair the pier and boat launch, the installation of 2 additional solar panels on the cameras by the basketball court and Netter's Alley, the installation of the new speed radar signs, the installation of a light at the boat launch, town clock update, winterization of the comfort station, the weed control program through Cecil County, fund received from the Jerry Skrivanek V.F.W Post 8185, the disposal of leaves, and various repairs. Steffen addressed the removal of the tree in front of the Gerry House and the potential damages. He obtained quotes for the removal of the tree without flaggers and proposed having the Public Works Department flag during the removal to cut costs. He also suggested allowing residents or small businesses to use the wood from the tree if they so desired. Treasurer Sookiasian recommended using ARPA funds for the removal of the tree. Mayor Kuhs inquired about the feasibility of having the tree milled.

Motion was made by Deputy Mayor Brown to accept Public Works and Code Administrator Steffen's recommendation to remove the tree in front of the Gerry House and proceed with the flagging certification. Seconded by Councilman Berlin. Roll call vote: Brown – Y, Knight – Y, Berlin – Y. All in favor. Motion carried unanimously.

TOWN ADMINISTRATOR – Town Administrator Rinkerman reported that she formally requested from the

Town, HAC's approval for demolition of various properties in cyclical tax sale. HAC approved the demolition of the properties at 41 N. Main, 88-94 N. Main, and 220 N. Main. The advised that the Council may now proceed with working with the County on a program to demolish those properties or restore them if possible, if the Council so pleases.

Town Administrator Rinkerman provided a letter from Artesian Water advising the Council that they are modifying the water withdrawal to up to 5 million gallons per day, and they will be working on the planning to have a new waste water treatment plant on the Bainbridge property. The plans will be reviewed and approved by the Planning Commission when the time comes. She provided updates on the Bainbridge annexation of 34 acres, the appraisal of the property in Marina Park that the town received from Mr. Ken Michaels, the potential of a pole barn for the Public Works Department on the Bainbridge property, restoration of the steps by Town Hall, and Hopkins Quarry.

**COUNCIL REPORTS** – No Council reports.

**PUBLIC COMMENT** – Shawn Branch, owner of The Artisans' Shoppe at the Gerry House informed the Council that he was visited by someone from the American Friends of Lafayette group who will be holding a bicentennial Lafayette tour and will be coming through town and touring the Gerry House.

Kat Shilko thanked the town on behalf of the Port Deposit Heritage Corporation for the ARPA funding received from the town. She also announced that the Port Deposit Heritage Corporation 2022 Candlelight Tour will be held on December 3, 2022 from 2PM-7PM.

Erica Berge, President of Community Connecting Us announced that the they will be celebrating Day of the Dead "Dia de los Muertos" and invited the Council and public.

**ANNOUNCEMENTS** – No announcements.

**CLOSED EXECUTIVE SESSION** – Motion was made by Deputy Mayor Brown to convene in Closed Executive Session pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-305 (1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals relative to appointments to Boards and Committees. Seconded by Councilman Berlin. Roll call vote: Knight – Y, Berlin – Y, Brown – Y. All in favor. Motion carried unanimously. Council did not return to open session.

The meeting adjourned at 8:15 p.m. Meeting audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Robert Kuhs, Mayor