



**Town of Port Deposit
Town Council Meeting Minutes
Legislative Meeting
Conference/Video Meeting
September 19, 2023**

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

CLOSED EXECUTIVE SESSION – At the August 1, 2023 Council meeting, motion was made by Deputy Mayor Brown, seconded by Councilman Knight, to convene in closed executive session at 7:46 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, Councilman Knight – Y, and Councilwoman Thiele – Y.

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

The Mayor and Council discussed the salary and hours for Treasurer position.

The closed executive session adjourned at 8:15 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, and PW & Code Administrator Jamison. Via Zoom – Counsel McCarron

ABSENT: Councilwoman Thiele

SAFETY TIP OF THE MONTH

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

APPROVAL OF MINUTES

July 11, 2023 Legislative meeting minutes, July 18, 2023 Work Session meeting minutes, and August 1, 2023 Legislative meeting minutes were presented.

Motion made by Deputy Mayor Brown to approve all minutes as presented. Seconded by Councilman Berlin. All in favor, Councilman Knight abstained from the July 11, 2023 meeting and Councilman Berlin abstained from the August 1, 2023 meeting due to being absent. Motion carried.

PUBLIC COMMENT – Brian Davis, owner of Wicked Woodworks discussed a zoning violation he had received and his request to have the town’s zoning ordinance better defined in regards to manufacturing in order to better support the arts and he claimed that the town is against the arts.

Erica Berge, president of Community Connecting Us spoke regarding how supportive the town has been with art projects and grants through the years, the most recent being the mural on the Rice Tot Lot Dog Park wall.

Gwendolyn Campbell, owner of Marigold Manor expressed her support of Brian Davis’ request.

Council members discussed the zoning ordinance and explained that the town is currently in the middle of a zoning ordinance re-write and this will be considered.

Martha Barchowsky – owner of Carriage House and the vacant lot at 10 S. Main Street, expressed her disapproval of trespassing and using someone’s private property without permission as she stated Brian Davis was doing. She also provided various examples of how she has been supportive of the arts throughout the years.

Erica Berge thanked the town for all efforts with the Port Deposit Pirate Takeover and is grateful to have such a successful event.

Kat Knoenig also expressed her gratitude for such a wonderful event.

Lee Banks - Carriage House owner was thankful and excited to see the number of visitors they received during the Port Deposit Pirate Takeover

PRESENTATION – Biron Braxton created a video of Port Deposit via a drone and presented it to the Council. The video will be posted on the town’s social media pages.

PUBLIC HEARING – Annexation Resolution No. 04-2023 – enlarge corporate boundaries of the Town of Port Deposit by annexation of 33-acres, more or less, consisting of three parcels known as the “Hopkins Quarry Property” and repeal and re-enact with amendments Article II, Section 201 Records and Description of Corporate Boundaries of the Charter of the Town of Port Deposit.

Town Administrator Rinkerman provided a summary of Annexation Resolution No. 04-2023. When the town purchased Hopkins quarry, 30 acres were within town limits and 33 acres were in County limits; the resolution is to correct that error and annex the remaining acres into town limits. The annexation resolution was introduced at the March 21, 2023 meeting. The Planning Commission reviewed the proposed annexation resolution and is recommending approval with the R1 zoning of the property.

Public Comment - none

Motion was made by Councilman Knight to approve Annexation Resolution No. 04-2023. Seconded by Councilman Berlin. Roll call vote – Brown-Y, Knight-Y, Berlin-Y. All in favor. Motion carried unanimously.

OLD BUSINESS

Lot Line Adjustment 45 S. Main Street – Town Administrator Rinkerman has been in contact with the owner of 43 S. Main St., and the reason for the adjustment is because the parking lot the town owns adjacent to his property floods on the back corner and the water has no where to run except across the owner's property and the garage on the property prevents the water from draining. The property owner is agreeable to do a lot line adjustment, with the intent that he would receive the property off of his from the town that goes to the fence line. The town would cover the cost for the lot line adjustment and to have storm water management project installed, and the owner would cover the cost of demolition of the garage. Town Administrator Rinkerman presented two (2) estimates to have a survey completed for the property.

Motion was made by Councilman Knight to approve the lower bid for the survey to be completed from Frederick Ward & Associates. Seconded by Councilman Berlin. Roll call vote – Brown-Y, Knight-Y, Berlin-Y. All in favor. Motion carried unanimously.

18 N. Main Street Update – Town Administrator Rinkerman provided an update regarding 18 N. Main St. and it's foreclosure. There has been a fuel tank leak in the basement and has leached into the front yard of the North West Corner. The bank is requesting to complete a clean-up involving fuel mitigation and remove dirt under front porch. She has a meeting with Cecil County, SHA, and the town's engineer to discuss the matter. The intent is to remove the soil without removing the retaining wall and to keep the historic home intact.

NEW BUSINESS

Planning Commission Appointment Recommendation – Town Administrator Rinkerman presented an application submitted by Nikki Bowen to fill the vacancy on the Planning Commission to fill Steve Davidson's term.

Motion was made by Deputy Mayor Brown to appoint Nikki Bowen to the Planning Commission to serve the remaining balance of Steve Davidson's term. Seconded by Councilman Berlin. Roll call vote – Brown-Y, Knight-Y, Berlin-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 untagged vehicles, code violation letters sent, and eviction notice placed on 88 N. Main to remove squatters from the property, an estimate of \$1800 to fix the old Public Works truck, Dodge Charger updates, playground/mulch, and various repairs/maintenance.

TREASURER - postponed

TOWN ADMINISTRATOR – Town Administrator Rinkerman provided various updates to include HAC's approval of the porch at 35 S. Main Street and the addition of the stair rails at 50 S. Main Street, the Public Hearing for the comprehensive plan revision scheduled for Thursday, October 12th at 7pm, the 2nd annual Pirate Takeover event, FY2024 Transportation Grant Award, interviews for the Treasurer position, Tome Steps RFP update, the Cecil-Harford Quarterly MML meeting to be held at the Donaldson Brown Center, 88 N. Main Street eviction, circuit writer program update, and USACE updates.

COUNCIL REPORTS –

Councilman Berlin thanked Biron Braxton for the wonderful video and all of the individuals who ran the Port Deposit Pirate Takeover.

Councilman Knight praised the success of the Port Deposit Pirate Takeover.

Mayor Tome stated that WWFCO will be holding a trick-or-treating. Location is to be determined but will be announced at a later date.

PUBLIC COMMENT - Erica Berge, Community Connecting Us President announced she will be holding a forum at the end of October with the health department, sheriff’s office, voices of hope, and hopefully a sociology professor and would like the town’s involvement.

ANNOUNCEMENTS

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

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 3-305 (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; and (3) to consider the acquisition of real property for the public purpose and matter directly related thereto. Seconded by Councilman Berlin. Roll call: Brown – Y, Berlin – Y, Knight – Y. Motion carried unanimously. Council returned to open session.

The public meeting adjourned at 8:30 p.m. Meeting audio is available upon request.

The public meeting re-convened at 9:24 p.m.

TRESURER RECOMMENDATION – Town Administrator Rinkerman advised the Personnel committee recommends the appointment of Patti Gray as Treasurer of the Town of Port Deposit.

Motion made by Councilman Knight to appoint Patti Gray as Treasurer for the Town of Port Deposit. Seconded by Councilman Berlin. Roll call vote – Brown-Y, Knight-Y, Berlin-Y. All in favor. Motion carried unanimously.

The meeting adjourned at 9:25 p.m.

Attest:

Vicky Rinkerman, Town Administrator

Approved:

Wayne Tome, Jr., Mayor