



**Town of Port Deposit
Town Council Meeting Minutes
Work Session Meeting
Conference/Video Meeting
March 18, 2025**

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

CLOSED EXECUTIVE SESSION – At the March 4, 2025 Council meeting, motion was made by Councilman Knight, seconded by Councilman Berlin, to convene in closed executive session at 8:04 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; and (3) to consider the acquisition of real property for a public purpose and matters directly related thereto. 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, Councilwoman Thiele, Town Administrator Rinkerman and Town Counsel Tom McCarron via Zoom.

The Mayor and Council discussed High Street and potential acquisition of property relative to making a determination on the bridge with Counsel McCarron. The Mayor and Council discussed a personnel matter relative to a Public Works employee.

The closed executive session adjourned at 9:00 p.m. and Council did not return to open session.

CALL TO ORDER

Deputy Mayor Brown called the meeting to order at 7:00 p.m.

PRESENT: Deputy Mayor Brown, Councilman Knight (Zoom), Councilman Berlin, Town Administrator Rinkerman, Treasurer Gray, and Town Attorney Tom McCarron (Zoom).

ABSENT: Mayor Tome, Jr and Councilwoman Thiele

PUBLIC COMMENT – Bill Baron of Rowland Drive announced that in 2026 the United States would commemorate the 250th anniversary of the signing of the Declaration of Independence. He requested the Council consider renewing the various sign pole banners to commemorate the occasion and placing the banners in strategic places in Town.

Council directed staff to proceed with creating new banners for the town.

OLD BUSINESS

Treasurer Gray introduced Walt Shank of PC Enhancements. Mr. Shank gave his report on the discovered risks, impacts, considerations and recommended actions resulting from an assessment of our computer infrastructure done earlier in the year. He presented two proposals; one for risk remediation and the other

for managed services. The Risk Remediation Project will cost \$12,993.00 and includes proper licensing, backup hardware and software, and upgrades to certain equipment and software for security purposes. The managed services proposal includes currently owned computers, backups with monitoring, and additional system-wide security with training. That charge will be \$1,450.00 monthly. Councilman Knight asked for clarification of several points, which Mr. Shank answered to his satisfaction.

Motion made by Councilman Knight, seconded by Councilman Berlin, to accept the PC Enhancement proposal as written. Roll call vote: Berlin – Y, Brown – Y, Knight – Y, and the motion passed unanimously.

Town Administrator Rinkerman spoke about the Frederick Ward Associates proposal for a High Street Boundary Survey, Structural Assessment and Zoning Map Update. This project will verify the property ownership of both 39 High Street and 64 South Main Street, provide a structural engineering assessment of the High Street Bridge and retaining wall, and update the official zoning map. The estimated cost of this project is \$11,200.00 after the additional of bore testing in the structural engineering assessment.

Town Counsel McCarron provided comments relative to developing a Memorandum of Understanding between the Town and the property owner of 39 High Street.

Motion made by Councilman Knight, seconded by Councilman Berlin, to approve the Frederick Ward proposal contingent on an MOU. Roll call vote: Berlin – Y, Brown – Y, Knight – Y, and the motion passed unanimously.

Town Administrator Rinkerman announced that the Board of Supervisors of Elections cancelled the May 13, 2025 municipal election having certified the candidates, Thomas Knight and Dan Berlin, as duly elected and unopposed for two (2) of the four (4) Council seats. They will be sworn into office on June 3, 2025 at 7:00 p.m.

NEW BUSINESS

Treasurer Gray presented the renewal agreement for Cecil County Sheriff's Office. This agreement will be effective July 1, 2025. The wage will be \$75.00 per hour and \$8.83 per hour overhead (Taxes and Workman's Comp) for a total of \$83.83. This is a significant increase from the current rate. The Council agreed to sign the renewal agreement, but to make better use of the scheduled hours.

Town Administrator Rinkerman advised that we had received an event request from the Port Deposit Chamber of Commerce for monthly Farmers Markets, starting in June and continuing through October. They plan to set up along the promenade and grassy area next to the visitor center.

COUNCIL REPORTS

Councilman Berlin said that he planned to have the Spring newsletter completed tomorrow.

PUBLIC COMMENT -

Phil Ash of North East said he had noticed an Osprey nest near Marina Park. He wanted to know if the Council would be open to having a camera at the nest to people to view the Osprey's and their young online. He was told that the Town would welcome this sort of project.

Bill Baron reminded the Council of the Lafayette farewell tour coming to Town July 29, 2025. He would like the Town to partner with the tour folks and requested a Proclamation declaring July 29 as Lafayette Day.

ANNOUNCEMENTS

Cecil County Chamber of Commerce "Mocks and Socks" event will be March 20, 2025. CCU is participating, with Bill Baron preparing a Mocktail for voting consideration.

ADJOURNMENT

Deputy Mayor Brown adjourned the meeting at 8:10PM

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Kevin Brown, Deputy Mayor