



**Town of Port Deposit
Town Council Meeting Minutes
Legislative Meeting
Conference/Video Meeting
May 7, 2024**

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

CLOSED EXECUTIVE SESSION – At the April 16, 2024 Council meeting, motion was made by Councilwoman Thiele, seconded by Councilman Knight, to convene in closed executive session at 7:28 p.m., pursuant to the Annotated Code of Maryland, General Provisions Article, Title 3, Subtitle 3, Section 3-305 (4) to consider a matter that concerns the proposal for a business or industrial organization to locate, expand or remain in the State relative to Bainbridge development, and (8) to consult with staff, consultants or other individuals about pending or potential litigation. Council will not return to open session. ROLL CALL VOTE: Deputy Mayor Brown – Y, Councilman Knight – Y, Councilman Berlin – Y, and Councilwoman Thiele – Y.

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

ABSENT AT CLOSED SESSION: Mayor Tome, Jr.

The Council discussed a potential business prospect for Phase II development of the Bainbridge property. Town Administrator Rinkerman provided the Council an update on a legal case being handled by the Local Government Insurance Trust that involves the Town of Port Deposit.

The closed executive session adjourned at 8:25 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., Councilman Berlin, Town Administrator Rinkerman, Treasurer Gray, and PW & Code Administrator Jamison. Via Zoom - Deputy Mayor Brown, Councilman Knight, Councilwoman Thiele

ABSENT: None

SAFETY TIP OF THE MONTH

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

APPROVAL OF MINUTES

April 2, 2024 Legislative and April 16, 2024 Work Session meeting minutes were presented.

Motion made by Councilman Berlin to approve the April 2, 2024 Legislative and April 16, 2024 Work Session meeting minutes as presented. Seconded by Deputy Mayor Brown. Roll call vote – Brown-Y, Berlin-Y, Knight-Y, Thiele-Y. Motion carried unanimously.

PUBLIC HEARING

RESOLUTION 04-2024 – TAX RATES AND OTHER REVENUE RATES FOR FY 2025 BUDGET

- Open the Public Hearing
- Review of tax rates and other revenue rates – Treasurer Gray stated that the constant yield tax rate certification determined by the state of Maryland should be .5118 which is less than the previous year of .5421. The personal property tax rate for FY2025 is to be \$0 with no change from the previous year. No change in the public utility tax rate of \$2.2/\$100. An increase of the refuse rate from \$274.60 to \$290 is required in order to cover the increase set by the trash company, effective July 1, 2024. Both the annual and daily boat trailer parking rate is to stay the same.
- Discussion by Council – Deputy Mayor Brown, Councilman Knight and Councilman Berlin discussed the constant yield rate and the assessment of the 2 buildings on Bainbridge. All are in favor of the reduction of the real property tax rate.
- Public Comment – no public comment.
- Close Public Hearing
- Motion and Discussion by Council - Motion made by Deputy Mayor Brown to accept the constant yield rate of .5118 as the Real Property Tax Rate for FY25 in addition to the other rates as presented in Resolution 04-2024. Seconded by Councilman Knight. Roll call vote: Brown-Y, Berlin-Y, Knight-Y, Thiele-Y. All in favor. Motion carried unanimously.

PUBLIC COMMENT – No public comment.

OLD BUSINESS – No old business.

NEW BUSINESS

Marina Park Events – Town Administrator Rinkerman presented various event request applications.

- Rockfish Tournament – June 1, 2024 – Randa Thiele, 18th year, requires no park closure.

Motion made by Councilman Knight to approve the event request application as submitted. Seconded by Deputy Mayor Brown. All in favor. Motion carried unanimously.

- Port Deposit Pirate Takeover – September 21-22, 2024 – Community Connecting Us, 3rd year as partnership with the town and is a fundraiser for CCU. Held when boating season has slowed down & boat ramp is not in frequent use. Boat launch is closed for those 2 day. Large volunteer base, vendors, entertainers, kids games, and food trucks.

Motion made by Councilman Berlin to approve the event request application as submitted. Seconded by Councilman Knight. All in favor. Motion carried unanimously.

Board and Committee Appointments – Town Administrator Rinkerman

- Jeff Pague – Board of Appeals – 3-yrs. term through May 2027 – Motion made by Councilwoman Thiele to appoint Jeff Pague to the Board of Appeals. Seconded by Councilman Berlin. All in favor. Motion carried unanimously.
- Chris Komisar – Planning Commission – 3-yrs. term through May 2027 - Motion made by Deputy Mayor Brown to reappoint Chris Komisar to the Planning Commission. Seconded by Councilman Knight. All in favor. Motion carried unanimously.
- Nikki Bowen – Planning Commission – 3-yrs. term through May 2027 - Motion made by Deputy Mayor Brown to reappoint Nikki Bowen to the Planning Commission. Seconded by Councilman Knight. All in favor. Motion carried unanimously.
- Mike Lipka, Sr. – Election Board – 4 yrs. term through May 2028 - Motion made by Councilman Knight to reappoint Mike Lipka, Sr. to the Election Board. Seconded by Deputy Mayor Brown. All in favor. Motion carried unanimously.

Circuit Rider Program FY2025 Grant – Town Administrator Rinkerman discussed the program the town currently participates in sharing a part-time grant writer with the Town of Charlestown, Perryville, and Rising Sun. Council directed staff to proceed with drafting a letter and resolution for approval at the next meeting to request grant funding for the upcoming year’s match. This would be a max of \$4240.

Sheriff’s Office Agreement Renewal – 7/1/2024-6/30/2025 – Town Administrator Rinkerman stated that LGIT and Town Attorney McCarron recommends the Town carry insurance for policing within our policy since CCSO does patrol shifts specifically for the town. The Council concurred with the insurance coverage recommendation.

The CCSO Agreement for law enforcement coverage specifically for the Town of Port renewal between the town and the Cecil County Sheriff’s Office was presented.

Motion made by Deputy Mayor Brown to accept the agreement renewal as presented. Seconded by Councilman Berlin.

Deputy Mayor Brown stated we are significantly under what the town has budgeted for public safety and patrols and would like to increase coverage throughout the week and especially the weekends. Town Administrator Rinkerman advised that she has a meeting with CCSO to discuss upcoming shifts and updates. Councilman Knight suggested reaching out to Maryland State Police for potential shifts if CCSO has difficulty filling all shifts.

Roll call vote – Brown – Y, Knight-Y, Berlin-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. This included mulching playground, Delmarva street light request in parking lot #2, street sweeping, installation of signs on vacant home for fire company safety, and front door security system estimate.

TREASURER – Treasurer Gray provided financial statements for the month of April and provided details as requested. She stated that the audit has been completed and submitted on time.

TOWN ADMINISTRATOR – Town Administrator Rinkerman provided various updates to include 2025 Community Legacy grant updates, strategic demolition grant, incoming façade grant applications – due May 30, 2023, Lower Susquehanna Heritage Greenway and the National Park Service Chesapeake Gateway Community Initiative designation update, and the upcoming meeting with the Maryland Department of Natural Resources, on Tuesday, May 14, 2024. Town Administrator Rinkerman stated that the Army Corp of Engineers should have their report available at the May 21, 2024 Town Council Meeting.

COUNCIL REPORTS – No Council reports.

PUBLIC COMMENT – Tania Fleming, Port Deposit Chamber of Commerce Treasurer stated that there has been many discussions within the Chamber about having a monthly summer concert series in Marina Park starting in June. She inquired what is required in order for the Chamber to get permission to host the event. Town Administrator Rinkerman advised that an event request application would need to be submitted with details to address concerns such as the event being held during a period with heavy boat launch use/traffic and ensuring the safety of children/pedestrians walking through that area, parking, traffic control, volunteers, etc. Councilwoman Thiele stressed the number of boaters that would be in Marina Park and the need to ensure everyone’s safety. She also suggested that large events be planned more in advanced to make sure all requirements are met and concerns are alleviated. Mayor Tome, Jr. stated that if the boat launch needs to be closed, he would be in favor and take the backlash from upset boaters in order to hold the event. The Chamber will submit an event request application to discuss further.

ANNOUNCEMENTS

Public Hearing - Ordinance 2024-03 Fiscal Year 2025 Annual Budget – Tuesday, June 4, 2024 at 7:00 p.m. in Town Hall

ADJOURNMENT

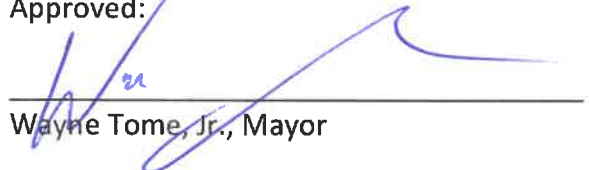
The public meeting adjourned at 8:00 p.m. Meeting audio is available upon request.

Attest:



Vicky Rinkerman, Town Administrator

Approved:



Wayne Tome, Jr., Mayor