

April 3, 2006

Executive Session

At 6:00 PM on this date Mayor Branson asked for a motion to hold an executive session to seek legal advice regarding the County Lawsuit, and to discuss personnel issues and acquisition of real property.

Councilman Horsey made a motion to hold an executive session as requested, seconded by Councilwoman Stockley, the motion passed unanimously.

With no further business to discuss Councilman Horsey made a motion at 6:49 PM to close the executive session, seconded by Councilman Foster, the motion passed unanimously.

Regular Meeting

Mayor Branson called the regular meeting of the Denton Town Council to order on this date at 7:00 PM, leading everyone in the Pledge of Allegiance to the Flag.

Mayor Branson asked that the record reflect that all Council members were present.

Mayor Branson advised that an executive session was held earlier on this date to seek legal advice regarding the County Lawsuit, personnel issues and acquisition of real property.

Councilman Horsey made a motion to approve the minutes of the March 6, 2006 regular meeting, the March 14, 2006 special meeting and the March 20, 2006 Working Session, seconded by Councilwoman Stockley, the motion passed unanimously.

Petitions, remonstrances and communication

Proclamation for Camilla Boston 90th Birthday

Mayor Branson acknowledged a proclamation that was provided for Ms. Camilla Boston in honor of her 90th Birthday.

Introduction and adoption of resolutions and ordinances

Ordinance #509 - Misdemeanors and Fines

An ordinance amending section 20-2 of the town code relating to misdemeanors and fines, and setting forth the minimum fines and penalties for municipal infractions and misdemeanors within the Town of Denton was presented to the Council for consideration of introduction.

Councilman Horsey made a motion to introduce Ordinance #509, seconded by Councilwoman Stockley, the motion passed unanimously.

Reports of officers, board and committees

None

Unfinished Business

Agenda #1 -Community Information Outreach

Carol D'Agostino provided a list of questions for the Council to consider to assist her in developing a media relations protocol.

Councilman Horsey made a motion to work with the Purple Cat to work with the press with consent of the Mayor and Town Administrator to approve, seconded by Councilwoman Stockley, the motion passed 3-2 with Councilmen Foster and Gregory voting no.

Staff asked the Council how it wanted to handle media contact for critical incidents verses other items can wait for Council to review. Staff is looking for an interoffice policy, with formal structure for handling media calls.

Councilman Gregory asked Councilman Horsey for reconsideration of his motion.

Councilman Horsey made a motion to rescind his original motion, seconded by Councilwoman Stockley, the motion passed 4-1 with Mayor Branson voting no.

Councilman Horsey made a motion for the Town Administrator & Staff to work with the Purple Cat to come up with a media plan, seconded by Councilwoman Stockley. Mayor Branson asked for legal advice to see if it was unconstitutional in the way Councilman Gregory handled Councilman Horsey's first motion.

Councilman Horsey withdrew his motion.

Councilman Foster asked for additional information and wanted to make sure that the Council will be notified immediately when and incident happens.

The Attorney will do some research.

Staff advised that they are seeking protocol instructions from the Council. Staff will schedule for Carol D'Agostino from the Purple Cat to come to the April 17th working session so that the Council can work with her to establish a media relations policy.

Agenda #2 Crouse Park Visitor Center - Basketball Relocation

As a follow up to the Public Hearing and Special meeting held on March 14, 2006. The Town Council may wish to consider accepting names for a committee to work with the Town to identify possible locations for the relocation of the basketball court at Crouse Park. If the Council considers this, do they want to also look at the potential relocation of the Mason Lodge Basketball Court.

Councilman Horsey recommended that Caroline County Recreation and Parks and the Choptank Athletic Association be asked to participate with this.

Councilman Foster said that he would be willing to sit on the committee.

Agenda #3 Fuchs Farm - Request for Information

A copy of the packet of information received by Brynja Booth from Caroline County with regards to the Fuchs Farm public information was provided to the Council.

Agenda #4 -Heritage Areas Plan

The Town of Denton had amended its Comprehensive Plan to include the Heritage Area Plan. Correspondence has been received from the Maryland Department of Housing and Community Development indicating that the process the amendment had been done was not acceptable. Brynja Booth has provided a response to Mr. Richard Hughes, which will hopefully address the States concern and provide Certification for the Town of Denton. The Attorney provided a copy of both letters to the Council.

Other Unfinished Business

None

New Business

Agenda #1 - Drainage Between 5th Ave & Gateway Lane – *As a follow up to what was discussed at the working session on March 20th. Town staff is seeking direction from the Council as to how this should be handled. Information from the Public Works Engineer/Project Manager was submitted to Council Members for their review.*

Councilwoman Stockley made a motion to table a decision for six months, seconded by Councilman Horsey, the motion passed unanimously.

Agenda #2 - K9 Unit

The Denton Police Department is looking to acquire a K9 for narcotics and road patrol use. The Council was provided a proposal that showed the breakdown of the cost, they will be seeking grant money and donations to acquire. Chief Cox advised that he was seeking funding for FY2007.

Councilman Horsey made a motion to approve the K9 program contingent upon receiving grant money, seconded by Councilman Foster, the motion passed unanimously.

Agenda #3 - Proposal to Update Road Improvement Plan

The Public Works Department would like the Council to approve a proposal from Kercher Engineering to update the Town's road improvement plan, which was originally performed through this same company in 2000. The scope of work would involve updating information in the existing RSMS program to today's current conditions and incorporate into the Town's existing GIS. A copy of the proposal was provided to the Council for review. The cost to perform this work is \$18,980.00, which can be funded through the FY06 Highway Fund.

Councilman Horsey made a motion to approve to have updated the road improvement plan depending funding, seconded by Councilman Gregory, the motion passed unanimously.

Agenda #4 - Board of Appeals Applications

A draft letter for consideration by the Council to be sent to the Board of Appeals with a copy to the Planning Commission regarding three variance request was provided. At a previous Council meeting Town Staff discussed modifications to the Signage Ordinance for the Town. This had been referred to the Planning Commission and modifications are under review.

Councilman Horsey made a motion to send the proposed letters to the Board of Appeals, seconded by Councilman Gregory, the motion passed unanimously.

Agenda #5 - MOU - SHA- Crouse Park

A copy of the Memorandum of Understanding from the State Highway Administration was presented. The State Highway Administration had been working with Carl Scheffel, former DDC Project Manager, to establish an area in the park which SHA mitigation can take place. The agreement identifies wetlands. Estimated \$31,000 to be paid for the State Highway Administration and the Town of Denton. The MOU establishes the parameters for this, and was brought before the Council for consideration.

Councilman Horsey made a motion to participate in the memorandum of understanding with the State Highway Administration as proposed, seconded by Councilwoman Stockley, the motion passed unanimously.

Agenda #6 - Caroline High School Easement and Bid for Stabilization

A copy of the Preservation Easement and cover letter prepared by Brynja Booth was presented. The Denton Development Corporation has received a \$100,000 Bond Bill for the Caroline High School redevelopment project. The State requires a perpetual easement on the property. This requires Maryland Historic Trust approval on any exterior improvements. This is similar to the easement which is in place on the Museum of Rural life. The Easement agreement and the cover letter were provided to the Council for review. If acceptable, the attorney will then draft a resolution for the May meeting. Also seeking consideration of award for the Bid for Stabilization.

Councilman Gregory made a motion to expend \$29,830 toward the stabilization for Caroline High School, seconded by Councilman Horsey, the motion passed unanimously.

Councilwoman Stockley made a motion to have the Town Attorney prepare a resolution for the next meeting for historic preservation and for a standard easement, seconded by Councilman

Foster, the motion passed unanimously.

Agenda #7 - MCCMA Spring Conference - Administrator Training Request

In accordance with the Town of Denton's travel policy, the Town Administrator is requesting authorization to attend the Maryland City/County Managers Association Spring Conference April 19 - 21. This event will be held in Cambridge, Maryland. The total cost for the three-day conference is \$350.

Councilman Horsey made a motion to approve the training request, seconded by Councilman Gregory, the motion pass unanimously.

Agenda #8 - Budget FY-2007

In accordance with the Town of Denton's Charter General Fund the draft budget was submitted to the Council. The draft reflects the individual department submission and first draft of the General Fund Budget. A working session is scheduled for April 17th at 6:00 p.m. This session will enable discussion regarding each individual departments budget, as well as the Factoring Committees recommendations. No action is required at this meeting.

Other New Business

Councilman Gregory asked about the Town have it's own flag to use at events. Councilman Foster suggested to obtain citizen participation in designing the flag.

Staff asked for consideration to sign a legal agreement for the use of the bucket truck with the other towns.

Councilman Horsey made a motion to allow Mr. Scott Getchell to sign a contract for use and procedures with the other Towns for the bucket truck, seconded by Councilman Foster, the motion passed unanimously.

With no further business to discuss Councilman Horsey made a motion to adjourn the meeting at 8:25 PM, seconded by Councilman Foster, the motion passed unanimously.

Respectfully submitted,

*Karen L. Monteith
Clerk-Treasurer*