

March 6, 2014

Executive Session – 6:00 PM

Mayor Porter asked for consideration to hold an Executive Session for the discussion of Public Security by Authority of MD Annotated Code, State Government 10-508 (a) (10). And also to consult with Counsel to obtain legal advice on the New Town Hall Renovation Bids. By Authority of MD Annotated Code, State Government 10-508 (a) (7) & (14).

At 6:00 PM Councilwoman McNinch made a motion to hold an Executive Session, seconded by Councilman Branson, the motion passed unanimously.

Present

All Council members were present for this session, with the exception of Councilman Clendaniel.

Staff present included Don Mulrine, Town Administrator, Karen Monteith, Clerk-Treasurer and Christopher Drummond, Town Attorney.

At 6:28 PM, the Caroline County State's Attorney, Mr. Jonathan Newell; Caroline County Sheriff Randy Bounds; Denton Police Chief Rodney Cox and Lt. George Bacorn joined the session.

Discussion

The Council held discussion with staff and the Town Attorney about the contractor bids received for the renovations to the New Town Hall building located at 4 N. 2nd Street.

The Council held discussion with the State's Attorney and the Sheriff regarding the Drug Task Force.

At 6:55 PM Councilwoman McNinch made a motion to close the Executive Session to relocate downstairs for the Council's regular monthly meeting, seconded by Councilman Branson, passing unanimously.

Regular Meeting

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

Mayor Porter announced that the Council held a Closed Executive Session at 6:00 PM this evening to discuss a Police Public Safety Issue and to obtain the Attorney's advice on awarding contracts. The Mayor stated that no decisions were made and the session was closed at 6:55 PM.

Mayor Porter asked that the record reflect all Council members were present with the exception of Councilman Clendaniel, who was absent to deal with a family illness.

Councilwoman McNinch asked for a correction to the February 6, 2014 minutes – on Pg. 3317- 2nd paragraph should state "Councilwoman McNinch shared that DHCD assisted 26 businesses in the Downtown area to make façade improvements."

Councilwoman Lightner made a motion to approve the minutes of the February 6, 2014 meeting as amended. The motion was seconded by Councilman Branson, passing unanimously.

Councilwoman McNinch made a motion to approve the minutes of the February 20, 2014 Working Session as presented, seconded by Councilman Branson. The motion

passed with 3 voting yes and 1 abstention. Councilwoman Lightner abstained due to having been absent from the February 20, 2014 meeting.

Public Hearing

None

Petitions, Remonstrance's and Communication

Municipalities Dinner Meeting

Mr. Don Mulrine, Town Administrator, announced the Town will be hosting the March 19, 2014, Association of Municipalities Dinner meeting to be held at the Chesapeake Culinary School.

Proclamation – Mr. & Mrs. Flamer

Mayor Porter read a proclamation congratulating Mr. & Mrs. Charles Flamer in recognition of their 50th Wedding Anniversary to be celebrated on March 14, 2014.

Caroline Summerfest 2014

Mrs. Sue Simmons, Director of Caroline County Recreation & Parks Dept., came before the Council for the unveiling of the 25th Anniversary Quilt created by Cindy Towers and the 26th Festival Theme – “Summerfest Cruising back to the 50’s”. Mrs. Simmons thanked the Town for their continued support of the event.

Mr. Drummond, Town Attorney, pointed out that the process is underway to seek to copyright the quilt and asked that any pictures being taken are not to be disseminated.

Mrs. Simmons also invited everyone to attend and participate in the St. Patrick Day 5K Run/Walk that will be held on Saturday, March 15, 2014.

Ordinances and Resolutions

None

Reports of Officers, Board and Committees

None

Unfinished Business

Agenda #1- Tax Differential

Mayor Porter provided a summary of the County Tax Differential meeting that was held in February. The County will be holding a meeting this summer with staff to look at the tax differential for next year.

Agenda #2 –Water and Sewer Allocation – Calvary Baptist Church

Mr. Ellery Adams, with the Calvary Baptist Church, spoke to the Council about the Water and Sewer allocation for the Church’s proposed expansion. Mr. Adams expressed concerns about the allocation charge and asked the Council to consider amending the rate chart to be more reasonable with the type of usage for a church.

Mayor Porter stated that everyone has to pay a fair share and that the formula was developed fairly, but that he was willing to take a look at the fee structure, adding that he does not want to give any false hopes.

No action was taken on this item.

Agenda #3 – FY2015 Constant Yield

Discussion on the State’s Constant Yield Notice was held.

Mr. Mulrine stated the Fiscal Year 2014 tax rate is set at \$.68 per \$100 of assessment. The State Notice reflects the Fiscal Year 2015 tax rate should be set at \$.7277 per \$100 in order to maintain and receive the same tax revenues in FY2015 as received in FY2014.

Mayor Porter added the notice reflects the assessments for properties located within the Denton Town limits has been reduced by \$22 million, which will result in a \$156,000 decrease in real estate taxes revenues, if the Town maintains the current tax rate at \$.68.

Staff was directed to provide a couple scenarios for multiple tax rates for the next meeting.

Agenda #4 – Emergency Operations Center

Mayor Porter announced the Town is seeking representatives to serve at the Emergency Operations Center during emergencies. He asked the Council to reach out for possible prospects.

Councilwoman Lightner volunteered to serve.

Agenda #5 – Ethics

Mr. Drummond shared that he received a letter from the State Ethics Commission. The Commission has reviewed the Town's recently adopted Ordinance and found the Town in compliance with the State requirements. Mr. Drummond advised the next step is to select members to serve on the Town's Ethics Commission and prepare the disclosure forms. Commission appointments will be on the April agenda.

New Business

Agenda #1 – Verizon Wireless Contract

Mr. Getchell, Director of Public Works, presented the Verizon Wireless request to place their equipment on the Camp Road water tower. The proposed lease has been reviewed and approved by the Town's attorney.

Councilwoman McNinch made a motion to approve the contract with Verizon Wireless, seconded by Councilwoman Lightner, passing unanimously.

Agenda #2 - Sharp Road Park Trees

Mr. Mulrine presented the Caroline County Planning Dept. requests for using State funding for planting trees at the basketball court at Sharp Road Park. The trees will create a berm to shelter and protect the neighboring residents without interfering with the park layout. An estimate was presented from Goertemiller & Associates for \$5,606. Mr. Mulrine explained that the Town will need to pay for the cost up front and then be reimbursed by the State.

Councilwoman Lightner made a motion to approve, seconded by Councilwoman McNinch, passing unanimously.

Agenda #3 - New Town Hall Project – Contractor Selection

Mr. Mulrine provided information about the bids received for the renovation to the New Town Hall. Staff recommended rejecting the bids; to go back and redo the scope of work proposed to help get the cost within budget.

Mayor Porter added that all bids came in over budget.

Councilman Branson made a motion to reject the bids, because of them being over budget and directed the Town Administrator to rebid with an itemize scope. The motion was seconded by Councilwoman McNinch, passing unanimously.

Agenda #4 - SHA Salt Agreement

Mr. Getchell provided an overview how in previous years SHA had agreed to assist governmental agencies and municipalities in an effort to supplement their existing salt during winter storm events. To continue this spirit of cooperation, as well as to maintain accurate and consistent records of disbursement and inventory, SHA now finds it

necessary to document the understandings by executing agreements. The Supplemental Letters of Agreement will be executed annually and will detail adjustments to salt prices, SHA's overhead and estimated quantity changes.

Mr. Getchell presented the proposed Agreement between the Town of Denton and Maryland State Highway Administration for the distribution of Salt to the Town for a four year period. He also provided the Supplemental Letter of Agreement between the Town and SHA which will document the estimated needs for the Town for the winter of 2013-2014.

Councilman Branson made a motion to authorize the Town Administrator to sign the agreement. Motion was amended to authorize the Mayor to sign the agreement. The motion was seconded by Councilwoman McNinch, passing unanimously.

Agenda #5

AT&T Wireless Contract Amendment #5

Mr. Getchell announced that AT&T Wireless has submitted a request to add equipment on the Camp Road water tower property. The lease rate is proposed to increase to \$1,298 a month. The final proposed lease agreement was just received earlier today and needs final review and approval by the Town's Attorney. Staff asked for consideration to approve the contract amendment, contingent upon the Attorney's final approval.

Councilwoman McNinch made a motion to approve the contract amendment, contingent upon attorney final approval. The motion was seconded by Councilman Branson and passed unanimously.

Miscellaneous

Homeland Security Grant

Chief Rodney Cox of the Denton Police Department asked for approval to purchase \$6,497 worth of equipment to be reimbursed through the Homeland Security Grant.

Councilman Branson made a motion to approve the purchase, seconded by Councilwoman Lightner. The motion passed unanimously.

Open Meeting Training

Councilwoman Lightner will be attending the Open Meetings Training that is being hosted through Caroline County on March 20.

Maryland State Comptroller's Visit

Councilman Branson shared with the public that the Maryland Comptroller, Mr. Peter Franchot, was in Town earlier today to visit to the Chesapeake Culinary School and presented a Proclamation to the owners of the Market St. Public House.

Mr. Mulrine added the Comptroller will be submitting a letter of support for the Bond Funding Bill for the second phase of the Culinary School.

Announcements

Lt. George Bacorn announced that he has filed for Election to the Caroline County Sheriff's position.

Corporal Dan Franklin announced that he is also running for Election to serve as a Caroline County Commissioner.

Mr. Mulrine shared that Sweetly Made was recently featured on the magazine cover of "Benedictine Bright Futures".

Mr. Mulrine announced that on April 19, 2014, Rebuilding Together will be holding an Earth Day and National Rebuilding Event.

With no further discussion, Councilwoman McNinch made a motion to adjourn the meeting at 7:50 PM, seconded by Councilman Branson, passing unanimously.

Respectfully submitted,

*Karen L. Monteith,
Clerk - Treasurer*