

**May 2, 2013**

**Regular Meeting**

Mayor Danielson was unable to attend the meeting as he was called away for business reasons. Vice-Mayor Gregory presided over the meeting.

Vice-Mayor Gregory 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.

Vice-Mayor Gregory asked that the record reflect that all Council members were present exception of Mayor Danielson.

Vice-Mayor Gregory made a motion to approve the minutes of the April 4, 2013 regular meeting and the April 11, 2013 and April 18, 2013 working sessions. The motion passed unanimously 4-0.

**Public Hearing**

None

**Petitions, Remonstrance's and Communication**

**Arts Council Block Party**

The Council reviewed a letter previously sent by the Mayor to the Caroline Co. Arts Council in support of their Annual Block Party that is scheduled for Saturday May 18<sup>th</sup> 4p.m.-9p.m. at the 4<sup>th</sup> Street ArtsWay.

**Tax Differential Letter**

The Council reviewed a letter from Ken Decker, Caroline County Administrator, responding to the Town of Denton's Tax Differential formula that was sent to the County in April.

Vice-Mayor Gregory mentioned the discussion that was held on Tuesday evening, April 30, 2013 and asked to have the letter added to the record.

**Ordinances and Resolutions**

**Ordinance #653 – General Fund FY 2014 Appropriations**

An Ordinance of the Town of Denton to appropriate funds and estimate income in accordance with the General Fund Budget to be adopted for fiscal year beginning July 1, 2013 and ending June 30, 2014. This item is on the agenda for consideration of introduction and sets forth the FY2014 Tax Rates. If introduced, a public hearing will be scheduled for June 6, 2013. The budget has been reduced to a \$64,500 deficit.

Councilman Clendaniel made a motion to introduce Ordinance #653, seconded by Councilman Porter.

In discussion: Staff provided an overview of the changes to the General Fund Budget and made recommendations to balance the budget.

The motion to introduce Ordinance #653 passed unanimously, 4-0.

Vice-Mayor Gregory announced that the Working Session scheduled for May 16, presents a conflict with the County Budget hearing. He suggested that changing the Town's meeting date so the Council and Citizens would have the opportunity to attend the County meeting. The Council agreed to postpone their meeting to May 23. The meeting will be held at the Wastewater Treatment Plant.

**Reports of Officers, Board and Committees**

None

**Unfinished Business**

**Agenda #1- Savannah Overlook**

Mr. Mulrine provided an update on the conveyance of the right of way of Savannah Overlook. Attorneys for both parties have been working together on drafting documents.

Councilman Porter made a motion to authorize the Mayor to sign the conveyance documents contingent upon the Town Attorney and Mr. Getchell's approval. The motion was seconded by Councilwoman McNinch, passing unanimously, 4-0.

**Agenda #2 - FY2014 General Fund & Highway Fund Budget**

The FY2014 General Fund Budget and Highway Budget were presented to the Town Council on April 4, 2013. Budget working sessions were held on April 11 and April 18 and, as a result the General Fund Budget deficit has been reduced from \$214K to \$64,500.

Discussion continued on balancing the budget without an increase in taxes. Staff provided an overview of the changes that have occurred to reduce the deficit and made recommendations for balancing the budget.

Councilman Porter made a motion to approve the FY2014 General Fund and Highway Fund budgets with amendments to balance it and set the tax rates, seconded by Councilwoman McNinch. The motion passed unanimously, 4-0.

Councilman Clendaniel stated that he voted against the tax increase last year, but wanted to go on record acknowledging that the Town has deferred as much and for as long as it can be done.

**New Business**

**Agenda #1 – Smith Water & Sewer Allocation**

Ritchie and Jodie Smith recently had a structure fire and came before the Council requesting approval for a water and sewer allocation for their property located at 515 Elaine Avenue, Tax Map 103, Parcel 1220. This property is not located within the Town limits of Denton, but is located within Denton's growth area.

Councilman Clendaniel made a motion to approve the request, seconded by Councilwoman McNinch.

In discussion: Staff confirmed that Mr. Smith understands that the rates are double for properties that are outside of the Town Limits. Staff supports the connection for public health issues. Mr. Getchell added that the capacity for a single family house and logistics is not a problem, whether the property receives Town services is up to the Council.

Councilman Porter said that if a property is developing that it needs to be annexed into Town, but this is different because they had a catastrophic fire.

The motion to approve the allocation request passed unanimously, 4-0.

Attorney Chris Drummond arrived at 7:30 PM.

**Agenda #2 - Caroline County EMS Building**

Caroline County Emergency Management Service (EMS) is looking to possibly develop one of two properties the County owns in Denton. Heather Price, the new Caroline County Attorney had sent a letter seeking to set up a meeting with the Denton Town Council to discuss the two properties. Both Ms. Price and Mrs. Kathleen Freeman, Director of Caroline County Planning & Codes, were in attendance.

Ms. Price said the County is exploring options and wanted to find out how the Town feels about their plans; whether the Double Hills Road property should be annexed or would the Town consider providing services out of the Town limits.

Vice-Mayor Gregory said that he was not ready to discuss at this time. The Town needs to review.

**Agenda #3 - Summer Office Hours**

The Council held discussion on having different hours for the Town Office Building for the summer. Staff shared that the Town saw an energy savings last year of

about \$30-\$50 a week. The adjusted hours would only affect Administration, Finance & Planning & Codes Departments.

Councilman Porter and Vice-Mayor Gregory both stated that they were not necessarily in favor of this last year, but that there had not been any complaints received.

Councilman Clendaniel made a motion to approve the summer hours as presented, seconded by Councilman Porter. The motion passed unanimously, 4-0.

**Agenda #4 - New Police Car Purchase**

Chief Cox, of the Denton Police, came before the Council seeking authorization to purchase one new 2013 Dodge Police Car for \$22,749 using the school speed zone cameras funds.

Councilwoman McNinch made a motion to approve request as presented, seconded by Councilman Porter. The motion passed unanimously, 4-0.

**Agenda #5 - Fairfield PS Control Panel Replacement**

Mr. Scott Getchell, DPW Director, requested approval to purchase a new control panel for the Fairfield Pump Station. The new panel will replace the existing panel that was installed when the station was built for the Wright's Choice Development and it will include communication components compatible with the Town's SCADA network. The panel will be purchased from Micro-Tech Designs (MTD), located in Hampstead, MD. MTD has been the Town's system integrator since 2005. The cost of the panel is \$37,488 and was included in the FY13 Sewer Fund Budget.

Councilman Porter made a motion to approve the request as presented, seconded by Councilman Clendaniel. The motion passed unanimously, 4-0.

**Agenda #6 - Harry's on the Green Business Loan Modification**

Harry Wyre, owner of Harry's on the Green, requested to borrow an additional \$9,000 on his current 5 year business loan (which began November 2010). The loan terms would be the same as the initial loan of 5% and would end in 2015.

Councilman Clendaniel made a motion to approve the business loan modification as presented, seconded by Councilman Porter.

In discussion: Staff acknowledged that the loan terms would stay the same, and that the loan payments are current.

The motion to approve the loan modification passed unanimously, 4-0.

**Miscellaneous**

Mr. Smith's engineering representative, from Lane Engineering had a question going back to the water/sewer connection discussion from earlier. He asked what would be required for annexation verses an out of Town limits connection. Vice-Mayor Gregory stated it was possible, and referred them to talk with staff to obtain the details of what is required to be annexed into Town.

With no further discussion, Councilman Porter made a motion to close the meeting at 7:46 PM, seconded by Councilwoman McNinch, passing unanimously.

Respectfully submitted,

Karen L. Monteith,  
Clerk - Treasurer