

December 10, 2018

Regular Meeting

Mayor McNinch 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 McNinch thanked everyone for coming and asked that the record reflect that all Councilmembers were present.

Councilman Johnson made a motion to approve the minutes of the November 1, 2018 Regular Meeting as presented; seconded by Councilman Branson, passing unanimously.

Councilman Johnson made a motion to approve the minutes of the November 19, 2018 Working Session as presented; seconded by Councilman Branson, passing unanimously.

Swearing in of New Police Officers

Lieutenant Bacorn introduced the Denton Police Departments newly hired Officers, PFC Andrew Turner, IV, and PFC Christopher McMullen.

Mayor McNinch administered the Oath of Office, swearing in of each Officer and welcomed them to the Department.

Petitions, Remonstrance's, and Communication

2018 Financial Report Presentation

Mr. Roy Geiser of TGM Group provided an overview of the Town of Denton's June 30, 2018 Annual Audit and Financial Report as per auditing required communications. Mr. Geiser stated that it was a clean audit with no findings, and shared that the report was filed with the State on time.

Mayor McNinch thanks Mr. Geiser for their services and thanked Staff for all their efforts throughout the year.

Saint Martin's Ministry Letter

Mayor McNinch shared a letter received from Saint Martin's Ministries, thanking the Town for supporting their efforts to end chronic poverty and homelessness in the Midshore region.

Caroline County Legislative Bill #2018-2

Mr. Chris Drummond, Town Attorney, held discussion with the Council regarding Bill #2018-2 that was recently adopted by the Caroline County Commissioners and the negative impact this will have on the Town's Growth Plan Initiative to attract affordable workforce housing.

The new bill replaces the former \$5,000 excise tax that was assessed on all newly created residential lots within Caroline County, that was previously designated for school capital needs, and now imposes a \$5,000 Impact Fee to be charged to any and all new residential units built or added to any property, with the designation being more open to other types of capital expenditures. The new fee/tax is not prorated as it applies the same across the board, \$5,000 whether for a one-bedroom apartment or for a five-bedroom home, however, the fee is reduced for age restricted communities.

Mr. Randy Jenkins, Director of Tuckahoe Habitat for Humanity, shared concerns on how this could affect Habitat's Mission and shared that nationally Habitat for Humanity has been challenging fixed types of impact fees all around the country. Mentioning that these fees are seen as being inadvertently discriminatory as they impede

the ability to build affordable housing, impacting low income communities, which in turn leads to a change in the racial makeup of the community.

Mr. Drummond and the Council will continue to review and discuss this topic with other Municipalities.

Ordinances and Resolutions

Resolution #859 – New Police Car Purchase

Chief Cox submitted a Resolution for consideration, seeking approval to purchase a new police vehicle and emergency equipment for \$37,491.50 with financing to be obtained through Shore United Bank.

Councilman Johnson made a motion to adopt Resolution #859, seconded by Councilman Branson.

In further discussion, Mayor McNinch shared with the public the Town’s vehicle history replacement plan.

Councilman Johnson amended his motion to adopt Resolution #859, selecting Option B for financing (Option B – Fixed rate of 3.50% for 48 months). The amended motion was seconded by Councilman Branson, passing unanimously.

Reports of Officers, Boards, and Committees

Councilwoman Wilson recently attended the Community Forum that was held in Hillsboro and shared some highlights and mentioned that it was well attended.

Councilwoman Wilson will be attending the Equity Meeting of the Board of Education being held December 11, 2018, 6PM at the Culinary School.

Councilman Johnson and Councilwoman Wilson attended the December 4th Board of Education Meeting.

Mayor McNinch announced that she has received a lot of positive feedback on the Holiday Parade, and thanked staff for putting on this topnotch event.

Mayor McNinch provided a synopsis of the Maryland Municipal League 2019 Legislative priorities.

Mayor McNinch and Councilwoman Wilson recently met with a Planner from “Parks at Play” to tour the Town’s Parks, as part of the Council’s mission to put together an organized plan for utilizing the grant funding that has been awarded to the Town, trying to get the best benefits for the community in developing and updating the Town parks.

Unfinished Business

Agenda #1- Denton Police Dept. Take Home Car Policy

Following up on a prior conversation for amending the Police Department’s Take Home Vehicle Policy. Chief Cox recommended setting 60 miles as a fair distance that will coincide with other policies that requires officers to be able to respond within one hour if called in.

Councilman Branson made a motion to approve amending the Take Home Vehicle Policy to 60 miles, seconded by Councilman Johnson, passing unanimously.

New Business

Agenda #1 – 2019 Council Meeting Schedule

Councilman Lister made a motion to approve the 2019 Meeting Schedule as presented, seconded by Councilman Johnson. The motion passed with 4 yes votes, Councilman Branson had stepped out of the room for a brief moment during this item.

Agenda #2 – Board of Appeals Appointment

Councilman Lister made a motion to reappoint Mr. Troy Livingstone to serve another three-year term on the Board of Appeals. Seconded by Councilman Johnson, the motion passed with 4 yes votes.

Agenda #3 – Planning Commission Appointment

Councilman Branson returned and rejoined the Council.

Councilman Lister made a motion to reappoint Mr. William Quick to serve another five-year term on the Planning Commission. The motion was seconded by Councilman Johnson, passing unanimously.

Agenda #4 – Planning Commission Alternate Appointment

Mr. Mulrine shared that Mrs. Doris Walls, the Planning Commission Chairperson, Mrs. Donna Todd of the Planning & Codes Department and himself recently conducted interviews for the letters of interest that had been received for a couple of vacancies on the board. As a result, they recommend the appointment of Ms. Lauren Shilling to the serve as the Alternate Member on the Planning Commission.

Councilman Branson made a motion to appoint Ms. Lauren Shilling to serve a five-year term as the Alternate Member on the Planning Commission. The motion was seconded by Councilman Johnson.

In discussion, Councilman Lister asked for some additional information on the candidates interviewed. Mr. Mulrine provided additional information on the interviewees and the selection process.

The motion to appoint Mrs. Shilling passed unanimously.

Agenda #5 -Historic & Architectural Review Commission Appointment

Councilman Lister made a motion to reappoint Mr. Keith Bobbick to serve another three-year term on the Historic & Architectural Review Commission. The motion was seconded by Councilman Branson, passing unanimously.

Agenda #6 – Interim Main Street Coordinator

Mrs. Marina Dowdall recently announced that she will be moving and will no longer be able to serve as the Treasurer on the Downtown Denton Main Street Board.

Mrs. Dowdall came before the Council and recommended the Town consider appointing Mrs. Audrey Clemens as the Interim Main Street Coordinator to finish out the grants through June, 2019. Mrs. Dowdall shared the status and requirements for the current grants, and explained what is necessary to continue to run the program and how Mrs. Clemens can assist with these tasks. Mrs. Dowdall suggested that in order to keep a segregation of duties, she recommends for the Town to handle the finances for DDMS, issuing all checks, etc.

Councilman Branson made a motion to go along with the proposal to help finish out the fiscal year, seconded by Councilwoman Wilson.

Additional discussion was held pertaining to the DDMS budget, auditing the records and what steps would be necessary for entering into a contract with Mrs. Clemens. Most of the Council agreed to support the DDMS through the end of the fiscal year and to work on a plan for next year, hoping to keep the DDMS a Non-Profit Organization.

With no further discussion, Mayor McNinch asked for a vote on the motion to support the Town working with Mrs. Clemens to help the DDMS through the end of the fiscal year.

The motion passed 4-1, with Councilman Johnson voting against.

Agenda #7 & #8 – Franklin Street Watermain Replacement Project & Financing

Mr. Mulrine shared that the Utility Commission recently met to discuss the Franklin Street Watermain Replacement Project. The Town has been awarded a \$680K Grant from the Maryland Department of the Environment, with a Loan for the remainder of the Project, and a possible 50% loan/grant forgiveness. The Grant funds do not cover the original modified scope of the Project, which was estimated to be about \$1.6M.

The Utility Commission recommends scaling back the Project and to only do a portion, which would include replacing the water line and valves on Franklin Street from First Street to Sixth Street, and a portion of Second Street, reducing the cost to \$1M and to go with a 30-year loan. The Project will also include installing additional control valves, which will reduce the amount of area that may need to be shut off if a major issue occurs. Extending an additional water line to Crouse Park has been removed from the scope.

Councilman Branson made a motion to accept the Utility Commission's recommendation and move forward with the Project, seconded by Councilman Lister, passing unanimously.

Agenda #9 – Eastern Shore Land Conservancy

This year the ESLC split the current Agricultural Security Corridor into three separate Rural Legacy Areas. By doing this, they are required to notify Municipalities that may be affected and request comments. Mr. Mulrine provided a synopsis and recommended the Town support.

Councilman Branson made a motion to approve, seconded by Councilwoman Wilson, passing unanimously.

Agenda #10 – Planning Commission Appointment

Mrs. Marina Dowdall is resigning from the Planning Commission effective January 31, 2019. Her unexpired term does not end until December 31, 2021. The Planning Commission Chair, Mrs. Doris Walls, and Staff conducted interviews of those that submitted letters of interest and recommend the appointment of Mr. Joseph Mayer, Jr. to fill the unexpired term for this upcoming vacancy.

Councilman Branson made a motion to appoint Mr. Mayer to fulfill the remainder of term on the Planning Commission through December 31, 2021. The motion was seconded by Councilman Lister, passing unanimously.

Agenda #11 – Public Works Utility Truck Purchase

The Public Works Department submitted a request for consideration to purchase a new utility body truck for \$37,044 as was included in the budget.

Councilman Johnson made a motion to purchase the 2018 Dodge Ram 2500 Utility Body Truck, seconded by Councilman Branson, passing unanimously.

Miscellaneous

Vacuum Leaf service will end December 14th.

Staff will publish updated notices about trash collection and cardboard pickup for the upcoming Holidays.

Councilman Johnson complimented Public Works and the Planning Dept. on their efforts to improve the trash collection process.

It was announced that the Town Offices will be closed on December 24th, 25th, 31st and January 1st.

Mr. Mulrine shared that he has been working with the Department of Social Services, the Department of General Services and a Developer on a project to accommodate the State's goal for having all of the Social Services located within one building. If the project moves forward, the Town will be required to be a partner in the contract between the Developer and the State. He will keep the Council posted.

With no further discussion, Mayor McNinch adjourned the meeting at 8:52 PM.

Respectfully submitted,

*Karen L. Monteith,
Clerk - Treasurer*