

**April 4, 2019**

**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.

Councilman Lister and Councilman Johnson arrived.

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

Councilman Branson made a motion to approve the minutes of the March 7, 2019 Regular Meeting as presented; seconded by Councilman Johnson, passing unanimously.

Councilman Branson made a motion to approve the minutes of the March 25, 2019 Working Session as presented, seconded by Councilman Lister, passing with 4 votes, Councilman Johnson abstained from voting due to being absent during the Working Session.

**Public Hearing**

None

**Petitions, Remonstrance's, and Communication**

**Proclamation – National Volunteer Week**

Mayor McNinch read a Proclamation recognizing April 7-13, 2019 as National Volunteer Week. The Council extended their appreciation to all the Volunteers serving on Town Boards and mentioned they will be hosting a Volunteer Appreciation Dinner on April 10<sup>th</sup> at the Visitor Center.

**Proclamation – National Public Safety Telecommunicators Week**

Mayor McNinch read a Proclamation to recognize April 14-20, 2019 as National Public Safety Telecommunicators Week.

Mr. Troy Plutschak accepted the Proclamation on behalf of the Caroline County Department of Emergency Services 911 Dispatchers.

Mayor McNinch took a moment to introduce and thank Mr. Bunky Luffman for coming to the meeting. Mr. Luffman mentioned that he is now working with Congressman Andy Harris, going around visiting the Municipalities to encourage them to let him know if he can be of any assistance.

**Caroline County States Attorney's Monthly Activity Report**

The States Attorney's Monthly Activity Report was reviewed.

**Ordinances and Resolutions**

**Ordinance #698- Zoning Regulations for Chickens**

An Ordinance amending Sections 128-8, 128-64, and 128-77 of the Denton Town Code, generally outlining provisions for allowing residents to keep or maintain chickens as an accessory use within the Town of Denton and providing penalties for the violation thereof.

Councilman Branson made a motion to introduce Ordinance #698, seconded by Councilman Johnson.

In discussion, Mr. Don Mulrine, Town Administrator, provided a synopsis of the Ordinance recommended by the Planning Commission.

The motion to introduce Ordinance #698 passed unanimously.

**Ordinance #699 – FY2020 General Fund Appropriations**

*An Ordinance of the Town of Denton to appropriate funds and estimate income in accordance with the Budget adopted for Fiscal Year beginning July 1, 2019 through June 30, 2020.*

*Councilman Johnson made a motion to introduce Ordinance #699, seconded by Councilman Branson.*

*In discussion, Mr. Mulrine provided a synopsis of the cuts made to balance the Budget in order to maintain the tax rate and to not increase to meet constant yield.*

*The Councilman Lister mentioned that by keeping the tax rate the same for next year is actually a tax cut. He explained steps the Council has taken to implement some changes as they work toward a goal to improve services, and hopefully lower taxes by promoting commercial growth.*

*Councilman Johnson added that the Council is working toward implementing a Residential Recycling Program in the upcoming year. The contractor will provide a recycling container for residents.*

*Councilman Lister shared that in implementing a two-year Residential Recycling Program, Town residents will pay a \$3.00 monthly fee, which will be included on their water bill to offset the cost.*

*Mayor McNinch also mentioned that the Council has chosen to hold off supplying trash cans for regular trash, as many residents have recently purchased cans to comply with the existing regulations.*

*With no further discussion, Mayor McNinch called for a vote on the motion to introduce Ordinance #699.*

*The motion pass unanimously.*

### **Unfinished Business**

#### **Agenda #3 – FY2020 General Fund Budget**

*Councilman Lister made a motion to adopt the FY2020 General Fund Budget, seconded by Councilman Branson, passing unanimously.*

#### **Reports of Officers, Boards, and Committees**

*On April 9, 2019, Mayor McNinch, Councilwoman Wilson and Mr. Mulrine will be helping the Maryland Municipal League in reading and selecting winners for the 4<sup>th</sup> Graders “If I Were Mayor Essay Contest”.*

*Mayor McNinch held a moment of silence in memory of the Passing of former Governor Harry Hughes.*

*On April 2, 2019, Mayor McNinch and staff attended the Local Government Insurance Trust Annual Renewal Meeting.*

*Mayor McNinch announced that the 2019 Legislative Session has ended and shared some highlights.*

*Councilman Lister attended the Utility Commission Meeting and shared information presented from Cambio Broadband, who is working on bringing WIFI to the area. Planning to provide free WIFI to the downtown and eventually offering highspeed WIFI to residents. Residents will soon start seeing marketing information from Cambio.*

*Councilman Lister talked about a meeting held with Sparks at Play to come up with a plan for the Town Parks. They will be putting together a budgetary plan, and work on seeking grants and other funding to help with improvements.*

*Mr. Chris Drummond, Town Attorney, is going to work on agreements for the use of the Town Fiber and for providing free WIFI for the Downtown.*

Mayor McNinch attended Mallard's Open House for the Garden's.  
 The Mayor and Councilmembers attended the Good Will opening.  
 Councilman Johnson announced that a Pediatric Dentist will soon be opening next to the Good Will.

Mayor McNinch announced the opening of Betty's Dress Shop on Market St.  
 Mayor McNinch and Councilman Branson attended the ribbon cutting for the new Shore Health Pavilion.

**Unfinished Business**

**Agenda #1- Culinary School Roof**

At a previous meeting, staff provided a bid from Ruff Roofing of \$6,750 to repair the roof at the Culinary School. The bid only provided a 1-year workmanship warranty. The Council asked staff to continue research to try to obtain a longer-term warranty. Staff provided an update along with a new bid received from Tiger Roofing out of Cambridge for \$3,500, that includes a five-year warranty on workmanship.

Councilman Johnson made a motion to approve and award the bid to Tiger Roofing for \$3,500, seconded by Councilman Branson, passing unanimously.

Mayor McNinch asked Mr. Mulrine to work with the School to see about them taking over all the maintenance and property management for the property.

**Agenda #2 – Fuel Management Systems**

This item was pulled from the agenda.

**New Business**

**Agenda #1 –7 N. Fourth St. Purchase Contract**

Mrs. Marina Dowdall and Ms. Jen Hodge of the Caroline County Council of Arts (CCCA) talked with the Council about moving forward with purchasing 7 N. Fourth St., home of the Fiber Arts Center of the Eastern Shore (FACES), from the Town. The amount of purchase \$100,000.00 with funding provided through a loan and grant funds.

Councilman Lister made a motion to accept the contract of sale, seconded by Councilman Branson.

Discussion was held in which Mr. Drummond announced that he has reviewed the contract; his recommended changes are included in the contract. He will prepare the settlement and bill the CCCA.

Mrs. Dowdall asked that the settlement cost be included and deducted from the loan funds.

With no further discussion, the Mayor asked for a vote on the motion to approve the contract of sale.

The motion passed unanimously.

**Agenda #2 –Small Business Loan Application– CCCA –**

The Caroline County Council of Arts (CCCA) submitted a Small Business Loan Application seeking to borrow \$40,000 from the Town's Loan program to help cover the cost of the acquisition of 7 N. Fourth St.

Mrs. Dowdall added that they are seeking to borrow the funds, and once the grant funds are received, they plan to pay off one of the existing loans they currently have.

Mr. Mulrine mentioned that the Business Loan Review Committee has reviewed the Application and provided a favorable recommendation for approving the funds.

Councilman Branson made a motion to approve the \$40,000 Business Loan for the CCCA at 4% for 30 years. The motion was seconded by Councilman Lister, passing unanimously.

Staff will prepare the loan documents for the settlement.

**Agenda #3 - FY2020 Highway Fund Budget**

The FY2020 Highway Fund Budget was presented for consideration of approval. Mr. Mulrine provided an overview of the Budget and planned road improvements.

Councilman Branson thanked the Maryland Municipal League and Legislators for all their diligence in reinstating the Highway User Revenues, expressing how grateful the Town is to not have to use the General Fund Monies to balance the Highway Fund.

Councilman Branson made a motion to adopt the Fy2020 Highway Fund Budget as presented, seconded by Councilman Lister, passing unanimously.

**Agenda #4 -Waste Water Treatment Plant Equipment Maintenance**

Public Works submitted a request to enter back into a service contract with Hach Corporation for the Service and Repair to all Hach Online Analyzers at the WWTP.

Mr. Mulrine provided an overview of what has occurred over the past year, and supported Staff's request to enter into a new contract with HACH that will include a complete upgrade of Main Controllers to WIFI Enabled Controllers that communicate 24/7 with operators, along with Hach Central Service Office, and also replacement of LDO Probes. The new contract price will start the first year at \$13,842, the second year at \$14,050 and the third year at \$14,261. The last time we had a contract with Hach, the annual fee was \$14,500.

Councilman Branson made a motion to approve the request, seconded by Councilman Lister, passing unanimously.

Mr. Mulrine provided an update on the WWTP UV Upgrade and Liner Project.

**Agenda #5 - MOU – DSS New Building**

Mr. Mulrine presented a Memorandum of Understanding Agreement between the Town and Mid-Atlantic Real Estate Investments for consideration. He provided an overview explaining that the MOU pertains to property and a new building to be constructed for the Dept. of Social Services (DSS) to occupy. While the State requires the Town to be a partner in the arrangements, the Town will not bear any of the cost to construct and or to manage the lease.

Councilman Lister made a motion to accept the MOU as presented, seconded by Councilman Johnson, passing unanimously.

**Agenda #6 – MOU CCDES**

Lieutenant Bacorn presented a Secondary Terminal Users and Criminal Justice Information Exchange Agreement between Caroline County and the Town on behalf of the Caroline County Department of Emergency Services and Denton Police Department. The agreement indemnifies CCDES to the extent permitted by law when providing radio assistance to the Police Department.

Councilman Lister made a motion to accept the MOU Agreement, seconded by Councilman Branson, passing with 4 votes. Councilman Johnson recused himself due to being a Maryland State Police Officer and his involvement with some of the telecommunications software that is used to provide these services.

**Miscellaneous**

*Councilman Johnson provided an update and discussion was held pertaining to the Caroline County Tax Differential Meeting.*

*Councilman Johnson announced that His Hope Ministries is holding an Open House for their new Resource Center on May 2, 2019 following the National Day of Prayer Ceremony.*

*With no further discussion, Mayor McNinch adjourned the meeting at 8:30 PM.*

*Respectfully submitted,*

*Karen L. Monteith,  
Clerk - Treasurer*