

September 5, 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.

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 August 1, 2019 Regular Meeting as presented; seconded by Councilman Lister, passing with 3 votes. Councilman Branson and Mayor McNinch abstained from voting due to having been absent during the August 1, 2019 meeting.

Councilwoman Wilson made a motion to approve the minutes of the August 6, 2019, Regular Meeting as presented, seconded by Councilman Lister, passing with 3 votes. Councilman Johnson and Councilman Lister abstained due to having been absent during the August 6, 2019 meeting.

Public Hearing

None

Petitions, Remonstrance's, and Communication

Caroline County States Attorney's Office Monthly Report

The States Attorney's August Monthly Activity Report was reviewed.

Proclamation – YMCA Welcoming Week

Mayor McNinch read a Proclamation to recognize the YMCA of the Chesapeake who will be celebrating Welcoming Week September 13-22, 2019. Mr. Angel Perez from the YMCA accepted the proclamation.

Proclamation – Nathaniel Slaughter Eagle Award

Mayor McNinch read a Proclamation to congratulate Nathaniel Slaughter on earning his Eagle Award.

Proclamation – Caroline Goes Purple

Mayor McNinch read a Proclamation to recognize the month of September as "Caroline Goes Purple"; a County wide effort to bring awareness to the public about the national opioid epidemic.

Proclamation – Defining Moments Salon & Spa 10 Year Anniversary

Mayor McNinch read a Proclamation congratulating Defining Moments Salon and Spa, Mrs. Gina Martin and her Staff, on celebrating their 10th Year Anniversary in Downtown Denton.

HUD Consolidated Plan 30-day Public Comment Period

Mayor McNinch announced the Maryland Department of Housing and Community Development will be holding a Consolidated Plan Annual Performance and Evaluation Reporting Event, in Caroline County on September 18, 2019, 10:30a.m. at the Central Library in Denton. Mayor McNinch is planning to attend and encouraged others to also attend.

Ordinances and Resolutions

None

Reports of Officers, Boards, and Committees

Councilman Lister shared information on the recent Utility Commission Meeting.

Councilman Johnson commended Town Staff for all their efforts in hosting another successful Summerfest.

Mr. Don Mulrine, Town Administrator, thanked the Mayor and Councilman Johnson for all their help during Summerfest.

Mayor McNinch shared information obtained from Commissioner Larry Porter regarding the possibility of a new location to build a new building for Hospice.

Mayor McNinch attended the Maryland Municipal League Legislative Committee Meeting and shared information on requests submitted for this year's session, which includes continuing to fight for the Highway User Revenues. Mayor McNinch announced she will be serving as the MML Legislative Vice Chair again this year.

Councilman Branson expressed how important the Highway User Revenues are.

Mayor McNinch reminded everyone of the Strategic Plan Meeting being held on September 17, at 6:00 at the Visitor Center, to seek input from the Community.

Unfinished Business

Agenda #1- Southern States Property Purchase

Mr. Mulrine provided an update on the purchase of the former Southern States Property that settled on August 29. He is working with the Fire Department to conduct a control burn on some of the buildings. The request seeking bids for demolition will go out soon. He mentioned using one of the buildings for storing items for Public Works, and he is seeking approval from the State for the possibility to use the house on the property for His Hope Ministries or another similar non-profit organization. The Grant requires the Town own the property for 5 years, which gives time to plan for the future use of the property.

New Business

Agenda #1 –Tree Planting Quote

A quote from Goertemiller & Associates, the Town Forest Conservation Consultant, for planting trees at the Denton Industrial Park Water Tower was presented. Staff requested approval for forest mitigation funds to be allocated for payment of this project in the amount of \$19,466.00.

Councilman Lister made a motion to spend \$19,466 to plant trees at the Water Tower, seconded by Councilman Branson, passing unanimously.

Agenda #2 – Post Anoxic Reactor Mixers (EWIP)

Staff submitted a request seeking to purchase 4 submersible mixers to replace the current mixers at the Wastewater Treatment Plant. These new mixers will be installed in the Post Anoxic Tank and will provide up to 60% energy savings compared to the original mixers. MDE has approved grant funding under the EWIP Program. The cost of these mixers will be 100% reimbursable. Purchase amount total will be \$58,028.

Councilman Lister made a motion to make the purchase using the EWIP Grant Funds, seconded by Councilman Johnson.

Mr. Mark Chandler, Water & Wastewater Superintendent, provided additional details.

Mayor McNinch asked for a vote on the motion to approve the purchase.

The motion passed unanimously.

Agenda #3 - FY20 Water and Sewer Fund Budgets

Upon recommendation of the Utility Commission, the FY2020 Water Fund and Sewer Fund Budgets were present for consideration of Adoption.

Councilman Johnson made a motion to approve the Water Fund Budget, seconded by Councilman Lister.

In discussion: Councilman Lister provided an overview on the status of the Water Fund; the fund is doing well building up the reserve to use for capital projects currently being considered to upgrade old infrastructure.

The motion to approve the Water Fund passed unanimously.

Councilman Lister made a motion to approve the Sewer Fund Budget, seconded by Councilman Johnson.

In discussion: Councilman Lister provided an overview on the status of the Sewer Fund; the fund is struggling and tapping into the reserves this year to balance the budget. The Utility Commission is not recommending any rate increase at this time, explaining that as more users come on board, it will help to cover the added expenses for plant operations.

Councilman Johnson talked about the Utility Commission and the expertise the members have.

Councilman Branson expressed how fortunate the Town is to have good board members and commended them on their efforts to keep rates stable.

With no further discussion, Mayor McNinch asked for a vote on the motion to approve the Sewer Fund Budget.

The motion passed unanimously.

Agenda #4 - Town Planner Consultant

Proposals for hiring a Town Planner Consultant to assist with the Town's planning needs have been received and reviewed. Staff conducted interviews and recommended retaining Peter Johnston as the Town Planner Consultant based on his forty (40) years of experience in professional planning and his previous experience and knowledge of Denton.

Councilman Johnson made a motion to approve the hiring of Mr. Peter Johnston, seconded by Councilman Branson, passing unanimously.

Agenda #5 - Planning Commission Appointment

Staff requested the appointment of Mr. Steve Mead to fill the vacancy for the Alternate Planning Commission Member. This unexpired term ends December 31, 2023.

Councilman Lister made a motion to appoint Mr. Mead, seconded by Councilman Branson, passing unanimously.

Agenda #6 - DHCD Community Legacy Loans – Arts Way

Mr. Mulrine shared notice received from the Department of Housing and Community Development (DHCD) forgiving the Community Legacy Loan Balances, for funding received for the Arts Way Project between 2004-2007.

This was informational only.

Agenda #7 - CCCA Community Legacy Business Loan

The Caroline County Council of Arts has a \$15,000 Small Business Loan that has been deferred since 2014 pending the possibility that the DHCD would forgive this and other Arts Way Loans. With the letter received from DHCD forgiving the Community Legacy Loans for the Arts Way, the Council was asked to consider forgiving the CCCA Loan.

Councilman Branson made a motion to forgive the CCCA Loan, seconded by Councilman Johnson, passing unanimously.

Agenda #8 - Election Judge Vacancy

Mrs. Carol Clendaniel recently advised Staff that she will not be available to assist with the 2019 Elections. Ms. Denise Quinn, currently serving as the Alternate Election Judge, has expressed interest in filling this vacancy.

Councilman Lister made a motion to appoint Ms. Denise Quinn to fill the regular Election Judge Position, seconded by Councilman Branson, passing unanimously.

Miscellaneous

Mr. Mulrine provided an update on the parking kiosk. Staff is working on drafting legislation to update parking policy.

Discussion was held on the Route 404 corridor and the road to nowhere proposals, County support and the State involvement.

Councilman Johnson announced he has confirmed the NUTS "Neighbors United to Serve" will be serving the Thanksgiving dinners in Caroline County again this year.

Mr. Mulrine reminded everyone the Census is Coming. Town Staff is serving on the Census Complete County Committee helping in promoting community awareness of the importance of the Census and encourage all residents to participate.

The YMCA Tour will be held soon.

With no further discussion, Mayor McNinch adjourned the meeting at 8:09 PM.

Respectfully submitted,

*Karen L. Monteith,
Clerk - Treasurer*