

May 18, 2020

Working Session

Following the Special Meeting held from 6:30PM – 6:40PM, Mayor McNinch called the Working Session of the Denton Town Council to order at 6:40 PM on this date.

This meeting was held using online Microsoft Teams Meeting Format – access to the meeting was made available on the Town website and published in the Sunday Star.

Attendance:

Mayor McNinch conducted roll call during the Special Meeting. The record reflects that all Councilmembers were present.

Staff attending the meeting included: Mr. Don Mulrine, Town Administrator, Chief Rodney Cox, Lt. George Bacorn, Karen Monteith, David Renshaw, Phil Clark, and Mark Chandler.

Discussion was held on the following items:

Town Emergency Operations Updated – COVID-19

Mr. Don Mulrine, Town Administrator provided an update on the Town's COVID-19 operations.

Tennis courts and the boat ramp have been opened, while playgrounds remain closed.

Staffing is still working rotating schedules, split into two teams, each team taking turns teleworking and reporting to the office and working onsite.

Mr. Mulrine complimented the Finance and Public Works Departments for their efforts in teleworking and participating in many of LGIT's online trainings on telework days.

There are currently 200 confirmed cases located within Caroline County, with the majority from the Northern and Southern Ends of the County.

Staff continue to disinfect common areas in all municipal facilities and taking precautions to fight against the virus.

Mayor McNinch thanked Town Staff for continuing to function and keep operations running as much as possible.

Water-Wastewater Treatment Plant

Mr. Mark Chandler, Water & Wastewater Superintendent, shared that his staff has been working on updating to more modern asset inventory record system; and he provided an update how the plant operations is handling increased disposal due to the COVID-19 Pandemic.

North Carolina High School Graduation

Mr. Mulrine provided information on efforts being done to help recognize and celebrate the Graduate of the Class of 2020. NCHS official graduation is set for June 4th.

Denton Volunteer Fire Department – COVID-19 Impact

Mr. Mulrine shared information the DVFD recently submitted to the Maryland State Firemen's Association on the anticipated loss of revenues, caused by the impact of COVID-19 and not being able to host scheduled fundraisers.

Discussion on availability of County Funding, the CARES Funding that has been approved for the County, how to apply and what qualifies.

Planning & Codes Software

Mr. David Renshaw, Senior Codes Enforcement Officer for the P&C Dept., shared the Department has been exploring Building Permit and Codes Enforcement Software.

Staff recently participated in a presentation with Tyler Technologies, who is the preferred vendor because their software is currently being used by the Finance Dept. Using the same product for both departments will make integrating information and shared fields smoother and will help to streamline staff time and ultimately reduce the requestor's time. This software will

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allow users to apply online for permits as well as many other services provided by the Dept. It will also allow the user to monitor the status of a permit and provide an option for property owners to be able to submit request after hours for inspections.

Staff will continue to negotiate the fees and bring back for consideration.

Miscellaneous

Council Discussion

COVID-19 Recovery

Discussion was held on the effects of COVID-19 and facilitating a safe reopen of Denton. The affects for the businesses, ways to provide outside seating for restaurants, the farmer market, disinfecting supplies, hand washing stations, and promoting safe return to work.

Discussion continued from the last meeting on getting the Council meeting in the Town Hall again, Open Meetings Act requirements, equipment needs to provide a live feed, conference calling etc.

Lt. Bacorn will research option, equipment needs and shoot to have everything set up to begin in July.

3rd & Market St. Traffic Light Update

Mr. Chris Drummond, Town Attorney, and Mr. Phil Clark, Superintendent of Public Works, confirmed that the Town can safely change from a traffic light to using stops signs without having to upgrade the handicap accessibility at this time.

Staff has ordered stop signs and is developing a plan for install if there are any more issues with the traffic light.

Sharp Road Park

Councilman Lister asked for an update on the Sharp Road Park build out.

Mr. Mulrine shared that he is working on updating the plans now and will need to get together to finalize the next step.

Councilman Lister ask to have a written plan document to review for the next phase.

Mr. Mulrine will work with Staff to put together for the June agenda.

Councilman Johnson provided an update on possible State budget cuts, the Governor's action on vetoing legislation with any large spending.

Councilwoman Wilson shared comments she received from a Mental Health Crisis response worker and their concerns about some of the Street signs being hard to read.

Mr. Mulrine shared that staff is working on locating a different vendor and ordering some new sign that hopefully will not fade, like some have.

Councilwoman Wilson shared that Caroline County Census response rate is still doing good.

Mayor McNinch asked for final comments.

There were no comments or questions received from the attendees.

With no further comments, McNinch adjourned the May 18, 2020 Working Session at 7:40 PM.

Respectfully submitted,

*Karen L. Monteith,
Clerk-Treasurer*