

*January 7, 2021*

**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.*

*Access to the meeting was made available online using Microsoft Teams, in person public access was limited by request only.*

*Mayor McNinch thanked those joining the meeting in person and virtually and explained how to use the comments section online.*

*Mayor McNinch asked that the record reflect that Councilwoman Wilson was attending virtually and that all other Councilmembers were present in person.*

*Councilman Johnson made a motion to approve the minutes of the December 7, 2020 Regular Meeting as presented; seconded by Councilman Branson, passing unanimously.*

**Swearing in of New Denton Town Council Member**

*Mr. Dallas Lister was sworn into office to serve another five-year term on the Denton Town Council by Mayor Abigail McNinch.*

**2021 Annual Election of Officers**

**Office of Mayor**

*Councilman Lister made a motion to appoint Abigail McNinch to serve as the Mayor of the Denton Town Council for 2021, seconded by Councilman Branson, passing unanimously.*

**Office of Vice Mayor**

*Councilman Johnson made a motion to appoint Dallas Lister to serve as the Vice Mayor of the Denton Town Council for 2021, seconded by Councilman Branson, passing unanimously.*

**Office of Mayor Pro-Tem**

*Councilman Johnson made a motion to appoint Dr. Lester Branson to serve as the Mayor Pro-Tem of the Denton Town Council for 2021, seconded by Councilman Lister, passing unanimously.*

*With the installation of officers now complete for 2021, Mayor McNinch continued presiding over the meeting.*

**Public Hearing**

*None*

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

**Employee Service Award Recognition**

*Mayor McNinch took a moment to publicly recognize the following Employees for their dedication and years of service with the Town of Denton.*

*30 Years - Acting Chief of Police George Bacorn*

*25-years - Recently Retired Chief of Police Rodney Cox*

*20-years - Mrs. Donna Todd, Planning & Codes & Corporal Cindy Komenda, Denton Police Dept.*

*15-years - Mrs. Cindy Todd, Denton Public Works*

*10-years - Mr. Don Mulrine, Town Administrator*

*5-Years - Mr. Richard Jordan, Denton Public Works & Mrs. Maribeth Garrett, Denton Police Dept.*

**Proclamation – Louise Horney 100<sup>th</sup> Birthday**

Mayor McNinch read a Proclamation of the Denton Town Council to recognize and congratulate Mrs. Louise Horney on her 100<sup>th</sup> Birthday Celebration.

**Proclamation – YMCA Caroline Mentoring Project**

Mayor McNinch read a Proclamation to recognize the Caroline County YMCA, and the month of January as National Mentoring Month and thanking the YMCA for their hard work and dedication to their mentoring program in the county. Mr. Angel Perez was present to accept the Proclamation on behalf of the Caroline County YMCA.

**Proclamations – Home for the Holidays Home Decoration Winners**

Councilman Johnson announced the winners of the Town's Home for the Holidays Decorating Contest. Each winning residence received a Proclamation and a gift card.

1<sup>st</sup> Place - 1122 Canvasback Lane

2<sup>nd</sup> Place - 1208 Painted Fern

3<sup>rd</sup> Place - 1213 Painted Fern – Mr. Zinner was present and received his Proclamation and gift card in person.

**2020 Financial Report Presentation**

Mr. Roy Geiser of TGM Group LLC, virtually provided an overview of the Town of Denton's June 30, 2020 Annual Audit and Financial Report, as per auditing required communications. Mr. Geiser reported it was a clean healthy audit, with no recommendations nor issues to report.

Councilman Johnson made a motion to accept the 2020 Financial Report as given, seconded by Councilman Lister, passing unanimously.

**Cluster Box Update**

Mr. David Renshaw, Senior Codes Enforcement Officer, provided an update on the status of the proposed cluster mailbox units for Fairfield and Sandy Meadows. Discussion was held on the proposed letter to send out to the residents, discussion with the Postmaster, etc. This item will be placed on the working session for additional discussion.

**Ordinances and Resolutions**

None

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

Councilman Johnson thanked staff for helping with a trash issue in Mallard Landing.

Mayor McNinch & Mr. Mulrine, Town Administrator, provided information obtained from the County on the availability of the COVID Vaccine for staff and residents.

Councilman Johnson shared he has heard that some agencies are considering making the vaccine mandatory for staff and that he would not support that at this time.

Mr. Mulrine shared that several employees are interested in getting the vaccine, and that it is currently voluntary for our employees at this time.

Councilman Johnson inquired about previous discussions on employee retirement and if there was anything new to report.

Staff shared that research has been started and as we begin discussions on the FY22 budget, additional information will be provided.

Mayor McNinch mentioned the loss of the Coffee Shop downtown and how it has impacted the community and residents. She conveyed the Town recognizes the need for economic development and is there to support businesses. Somethings are private matters that do not involve the Town.

Councilman Johnson shared that the Downtown Denton Main Street is working on a Grant to implement a universal gift card program to promote the downtown.

**Unfinished Business**

**Agenda #1- AquaLaw – Legal Review of Town Utility Code - Correspondence**

Staff provided an update on the Utility Code Review Project. The legal review of the Town Utility Code Project will be phased in over budget years 2021 and 2022.

**New Business**

**Agenda #1 – Board of Appeals Appointment**

Councilman Branson made a motion to appoint Mrs. Florence Doherty to a three-year term as a regular member on the Board of Appeals, seconded by Councilman Lister, passing unanimously.

**Agenda #2 – Historic and Architectural Review Commission Appointment**

Councilman Branson made a motion to reappoint Ms. Kathy Mackel to serve another three-year term on the Historic and Architectural Review Commission, seconded by Councilman Johnson, passing unanimously.

**Agenda #3 - Planning Commission Appointment**

Councilman Branson made a motion to appoint Mr. Stephen Mead to serve a five-year term as a regular member on the Planning Commission, seconded by Councilman Johnson, passing unanimously.

**Agenda #4 - Planning Commission Alternate Appointment**

Councilman Johnson made a motion to appoint Mr. George Schwaeble to serve the remaining 2-years for the alternate position on the Planning Commission, seconded by Councilman Branson, passing unanimously.

**Agenda #5 - Legion Road Improvements**

Mr. Ryan Showalter, on behalf of his client, the owner of the Denton Plaza presented a plan for improvements to Legion Road to accommodate westbound or left turning movements from the Denton Plaza Shopping Center, to create a safer, more convenient, and practical traffic pattern on Legion Road. Denton Plaza will cover the cost for the improvements.

Councilman Johnson made a motion to accept the proposal, seconded by Councilman Branson.

Discussion was held, following which Councilman Johnson withdrew his motion, Councilman Branson withdrew the second.

Councilman Johnson motioned to allow the project to proceed under the condition to allow the Chief of Police the authority to make a determination of restricted hours for allowing the left turn out of the Plaza onto Legion Road, and to not allow left turns into the Denton Plaza from Legion Road. The motion was seconded by Councilman Branson, passing 4-1 with Councilman Lister voting No.

**Agenda #6 - Letter of Support – Chesapeake Bay Trust**

Councilwoman Wilson asked for support for a request from the Pickering Creek Audubon Center seeking a letter of support for the Explore and Restore Habitats

program at North Caroline High School. They are requesting grant funds that will allow them to expand their program to North Caroline High School.

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

**Agenda #7 - Safehouse**

Mr. Mulrine presented quotes for phase 2 of the work to be completed for the video surveillance at the Town Office. \$25,000 was included in the budget, these quotes total \$20,030.08 for the cameras, electric and new controller program.

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

**Agenda #8 - Water and Sewer Allocation**

A request from Mid-Atlantic Real Estate Investments, Inc., seeking approval for an additional (2.5) ERU's for the proposed Starbucks new commercial building being built in the Denton Plaza was reviewed.

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

**Agenda #9 - MHAA Grant Agreement – Richard Potter House**

Mr. Mulrine announced that the Maryland Heritage Area Authority (MHAA) has approved a Grant in the amount of \$40,000 to renovate the exterior of 9 N Fourth St. also known as the Potter House. The Grant Agreement was presented for approval for the Mayor to sign.

Councilman Johnson made a motion to approve executing the MHAA Grant Agreement, seconded by Councilman Branson.

During discussion, Mr. Mulrine provided some additional details about the grant and announced that the Town will use the funds received from the sale of the Fiber Arts building as the match for this grant.

With no further discussion, Mayor McNinch asked for a vote on the motion to be approved.

The motion passed unanimously.

**Agenda #10 - Denton Volunteer Fire Company CIP Draw Request**

Mr. Mulrine shared a request from the Denton VFC asking to draw \$16,500 from the Town's Fire Company dedicated CIP funds to purchase new hydraulic rescue tools.

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

Discussion was held on upcoming budget requests and having the Fire Company provide specific items the funds are going to be used towards in the future.

**Agenda #11- Public Works Agreement for Arcadia II**

Mr. Mulrine, Mr. Chris Drummond, Town Attorney, Mr. Phil Clark, Public Works Superintendent and Mr. David Renshaw, Senior Codes Enforcement Officer provided an overview of the Arcadia II Project, seeking consideration to enter into a Public Works Agreement for work that still needs to be completed.

Councilman Branson made a motion to approve the Public Works Agreement between the Town and Arcadia of Denton II, LLC. The motion was seconded by Councilman Johnson.

Further discussion was held about the requirement for the looping of the water line from Daffin Lane to Sixth St. This is the only piece of the project that is still pending

*and contingent upon favorable weather. Arcadia would like to move forward with finalizing their application to the State. The Town Attorney and Staff recommended entering into the Public Works Agreement and to have a Surety Bond issued to further protect the Town's interest, that will allow Arcadia to move forward.*

*With no further discussion, Mayor McNinch called for a vote on the motion to approve entering into a Public Works Agreement with Arcadia of Denton II, LLC.*

*The motion passed 3-2, with Councilman Lister and Councilman Johnson voting No.*

**Miscellaneous**

*Mayor McNinch announced that on January 11, 2021 at 6:00 PM, the Denton Town Council will hold a Closed Meeting/Executive Session at the Denton Town Office.*

*Closed Session: Discussion of Personnel, and Personnel Matters – By Authority of the Open Meetings Act, Maryland Code Annotated, General Provisions Article, § 3-305 (b) (2014) (1) to discuss: (i) Personnel & (ii) Personnel Matters.*

*With no further discussion, Mayor McNinch adjourned the meeting at 9:41 PM.*

*Respectfully submitted,*

*Karen L. Monteith,  
Clerk - Treasurer*