

June 2, 2022

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.

Invocation by Pastor Reynolds of Calvary Baptist Church.

Mayor McNinch thanked everyone for coming and asked that the record reflect that Councilman Johnson was absent and that the rest of the Councilmembers were present.

Councilman Lister made a motion to approve the minutes of the May 5, 2022 Regular Meeting and the May 16, 2022 Working Session as presented; seconded by Councilwoman Wilson, passing unanimously.

Public Hearing

None

Resolutions & Ordinance

None

Petitions, Remonstrance's, and Communication

Citations – Denton Elementary School

Mayor McNinch presented a Council Citation and gift basket to Mrs. Kristin Burneston, a 4th Grade Teacher at Denton Elementary School, recognizing her for her efforts in having her students participate in the Maryland Municipal League "If I Were Mayor Essay Contest", of which two of her students were selected as runners up in this statewide competition.

Mayor McNinch presented a Council Citation and a Pizza Empire Gift Card to Ms. Tessanna Prete, a 4th Grade Student at Denton Elementary School, congratulating her for hard work on her essay and being a runner up in the contest.

Mayor McNinch presented a Council Citation and a Pizza Empire Gift Card to Mr. Mark Heinsohn, a 4th Grade Student at Denton Elementary School, congratulating him for his hard work on his essay and being a runner up in the contest.

During each presentation, Mayor McNinch invited each student to sit in the Mayor's seat and read their essays to those in attendance. The Denton Elementary School Assistant Principal, Mr. Matt Breedlove was also in attendance.

Citation – Al McCullough

Mayor McNinch read a Council Citation that will be presented to Mr. Al McCullough, thanking him for his many years of service on the Denton Utility Commission Board. Mr. McCullough is retiring from the Utility Commission Board.

Caroline County Council of Arts – 5 Year Plan Review

At the request of CCA Director Nicholas Tindall this item was deferred.

Ordinances and Resolutions

None

Reports of Officers, Boards, and Committees

Mayor McNinch announced that Councilwoman Wilson, Councilman Johnson, Mr. Don Mulrine, Town Administrator, Chief Bacorn and herself will be attending the Maryland Municipal League Conference from June 12th through the 15th.

Unfinished Business

Agenda #1- Caroline County Council of Arts Parking Lot Proposal

Mr. Nicolas Tyndall, the Caroline County Council of Arts Director, presented a modified parking lot proposal for the N. Fourth Street lots, which works around the electric pole and held discussion with the Council. This was for discussion only; no action was taken.

New Business

Mayor McNinch rearranged the agenda moving Agenda #11 up for discussion next.

Agenda #11 –HotDesks – DDMS Merger

Mrs. Audrey Clemens, the Downtown Denton Main Street Manager, provided an update on their opportunity to take over the management of the HotDesks program located at 323 Market Street. Discussion was held and the Council expressed support for drawing up a lease with DDMS to rent the entire second floor.

Agenda #1 - 323 Market Street Lease – Caroline Pride Organization

The Caroline Pride Organization would like to rent a space on the 2nd floor of 323 Market St.

With the Council giving support to lease the 2nd floor to DDMS, the space being requested would no longer be available. There was discussion on considering a space on the 1st Floor; in the future the possibility for having DDMS Manage the building; having retail verses non-profits on the 1st floor; and the need for more time to come up with a plan.

Councilman Branson made a motion to table this lease request. There was not second, the motion died due to a lack of a second and the Council wanting additional time and a business plan for further discussion.

Agenda #2 – 323 Market Street Lease – Michele and Chris Curler

Michele and Chris Curler are interested in leasing unit 101 on the 1st floor of 323 Market Street for a carnival treats business at the Microenterprise Center. The Council reviewed their business plan and lease agreement.

Councilman Lister made a motion to accept the lease agreement for 1-year, seconded by Councilman Branson, passing unanimously.

Agenda #3 - Chesapeake Employers Insurance - Election

The Council was asked to appoint someone to cast the vote on behalf of the Town of Denton for the Chesapeake Employers Insurance 2022 Policyholder Election Ballot that was provided.

Councilman Lister made a motion to withhold appointing someone, seconded by Councilwoman Wilson, passing unanimously.

Agenda #4 - DVFD Capital Draw Request

The Denton Volunteer Fire Department submitted a request seeking approval to drawdown \$28,288 in capital funds that the Town Council designated in the FY2022 General Fund Budget. The funds will be used to reimburse DVFD for repairs to the veneer wall near the member entrance in the amount of \$6,113 and towards the painting contract of \$23,912 with Harper & Sons. The invoices submitted total \$30,025.

Councilman Branson recused himself for a potential conflict of interest as he is currently serving as the Vice President of DVFD.

Councilman Lister made a motion to approve the request, seconded by Councilwoman Wilson, passing with 3 yes votes.

Agenda #5 - Election Judge Appointments

The Town's Supervisor of Election Board Members, Ms. Signe Hippert, Mrs. Cheryl Getchell, and Ms. Denise Quinn terms expire June 30, 2022. The current board members have all requested to be reappointed.

Councilman Lister made a motion to reappoint all the existing Election Board Members, seconded by Councilman Branson, passing unanimously.

The Alternate Position is currently vacant, staff will post notice to seek interested residents to fill the vacancy.

Agenda # 6 – Rekor Speed Camera Contract

Chief George Bacorn presented an Amendment Agreement seeking approval to extend the contract with Rekor Recognition Systems, Inc. for another 5-year term. Rekor is currently the Town's Speed Camera Vendor.

Councilman Lister made a motion to accept the contract extension for Rekor, seconded by Councilman Branson, passing unanimously.

Agenda #7 - Industrial Park – One Maryland Closing

Staff provided an update of the project with the State Department of Commerce for the Industrial Park Loan Extensions approved by the Council in February 2022.

Agenda #8 - Industrial Park Realtor

Mr. Mulrine and Mr. Chris Drummond, the Town Attorney presented a Real Property Listing Agreement, outlining the details of SVN - Miller Commercial Real Estate Broker to list 4 properties at the Denton Industrial Park on the Town's behalf. This agreement commission was reduced from 8% to 6% and if approved it will expire June 1, 2023.

Councilman Lister made a motion to accept the Real Estate Agreement with SVN-Miller Commercial Real Estate, seconded by Councilwoman Wilson, passing unanimously.

Agenda #9 - Maryland State Retirement LEOPS Transfer & Participation Agreement

The Maryland State Retirement Transfer and Participation Agreement authorizing members of the Denton Police Department to transfer from the MSRA Employees Pension System to the MSRA Law Enforcement Officers Pension System, and further approving participation of future eligible law enforcement officers employed by DPD was presented for consideration of approval.

Councilman Lister made a motion to approve the LEOPS Transfer & Participation Agreement, seconded by Councilman Branson, passing unanimously.

Agenda #10 - Town Donation Request Application Form

Mr. Mulrine present a draft donation request application form for the new Community Non-Profit Grant program the Council is working on implementing.

Discussion was held on approving the application while the Council continue to work on defining the program guidelines.

Councilman Lister made a motion to approve the application form, seconded by Councilman Branson, the motion passed unanimously.

Agenda #12 - ARPA Market Street & Camp Road Sewer Project Bids

Mr. Mulrine provided two bids that have been received for the sewer project on Market Street & Camp Road, recommending RVE who was the lowest bidder.

Councilman Lister made a motion to accept the RVE – Remington & Vernick Engineers bids, seconded by Councilman Branson.

Mr. Mulrine provided additional details and discussion was held about the areas included in the project for installing sewer lines in areas where they are currently not available, using the American Rescue Protection Act Funding.

With no further discussion, Mayor McNinch called for a vote on the motion to approve the bid from RVE.

The motion passed unanimously.

Agenda #13 - 920 Market Street Leases

The leases between 920 Market, LLC, the Town of Denton, and the State of Maryland were presented. The leases are for the State use of the property at 920 Market St. for their Dept. of Social Services in which the Town will act as the conduit for the states lease of a new office building at the location from 902 Market St. LLC.

Councilman Lister made a motion to accept and authorize the Mayor to execute the 920 Market St. Leases. The motion was seconded by Councilman Branson.

In discussion, Mr. Drummond shared some of the modifications he had requested, and explained that due to State procurement processes they will only lease from other Government Agencies, requiring the Town to be involved.

With no further discussion, Mayor McNinch called for a vote on the motion to accept and authorize the execution of the leases.

The motion passed unanimously.

Agenda #14 - MML Legislative Request 2023

Mayor McNinch and Mr. Mulrine shared ideas for submitting request for the upcoming Maryland Municipal League Legislative Action Requests for 2023. Primary concern for 2023 is to request a change in legislation in how federal and state funding is distributed to the Counties without any requirement to provide or share some of the funds with the Municipalities.

Councilman Branson made a motion to approve the Mayor submitting LAR requests as discussed, seconded by Councilwoman Wilson, passing unanimously.

Miscellaneous

Mayor McNinch announced that the Request for Proposals for the Administrator Recruitment Consultant have been received and provided to the Council for review.

Councilman Lister mentioned that the job description is being updated and will be shared for final review.

Angel Perez who arrived after the earlier discussion of the 323 Market Street Rental Lease with the Caroline Pride Organization, approached the Council, and asked if they had any questions for him about the lease.

Councilman Lister shared that the Council had not decided on the lease yet and asked if the Caroline Pride Organization could submit a Business Plan for the Council to review.

Councilman Lister stated that for transparency, he wanted to make sure that it is known that the Town does not like being in the real estate business, and the Town is looking to go in a different direction in the future for managing the Micro Enterprise Building.

The Caroline Pride Organization will submit a Business Plan and the Council will revisit this item next month.

Mayor McNinch congratulated Angel Perez on the Caroline Pride Festival Event being so successful.

Councilman Lister mentioned that there has been an increase in events being held in the downtown, which is great for the Town and the businesses, and he shared that the Town is working on updating the Special Events Permit, looking at making some changes for future events.

With no further discussion, Mayor McNinch adjourned the meeting at 8:50 PM.

Respectfully submitted,

*Karen L. Monteith,
Clerk - Treasurer*