

October 1, 2020

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.

Mayor McNinch thanked those joining the meeting virtually and explained that there is a comments section online where they can submit questions.

Mayor McNinch announced that Councilwoman Wilson was attending the meeting virtually, all other Council Members were in attendance.

Councilman Branson made a motion to approve the minutes of the September 3, 2020 Regular Meeting and the September 21, 2020 Working Session as presented; seconded by Councilman Johnson, passing unanimously.

Public Hearing

Ordinance #709 – Vehicles & Traffic Amendments

Mayor McNinch opened a Public Hearing at 7:05 PM to receive public comments on Ordinance #709 - An Ordinance repealing and replacing Chapter 120 of the Town of Denton Code, entitled Vehicles and Traffic, to revise traffic regulations, parking regulations, and parking meters and to provide for parking kiosks for public streets within the Town of Denton and providing penalties for the violation thereof.

Mayor McNinch asked for comments from the State: there were none

Mayor McNinch asked for comments from the County: there were none

Mayor McNinch asked for comments from the Council:

Councilman Lister commented on the purpose of the Ordinance is to accommodate some technological advancements for the Town with updating a section of the downtown parking, utilizing payment kiosks to be able to accept credit card payments for parking. And also to improve public safety with parking. Implementing some restrictions for one-way flow on some streets and restricting some on street parking, as an effort to improve accessibility for the Fire Department and Emergency Services to improve emergency response time and to help with Snow Removal.

Mayor McNinch asked for comments from the Public:

Mr. Marcus Parizo of 118 Briarwood Circle, and Vice President of the Sandy Meadow's Home Owners Association, shared that staff has answered many of the questions from the community. He inquired about the logistics for moving the mailboxes around to accommodate the parking on the one-way streets and a timeline, hopefully to provide enough time before the enforcement and sending notification to all the residents of the new Parking Ordinance.

Councilmember Lister questioned staff on implementation period.

Mr. Mulrine, Town Administrator, said the Council can decide the time frame, whether it be 60 or 90 days and work with the HOA to give enough time for the changes to be made prior to enforcement beginning.

No written comments were received.

With no further comments, Mayor McNinch closed this public hearing at 7:09 PM.

Petitions, Remonstrance's, and Communication

Proclamation – YMCA Staff 20th Anniversary

Mayor McNinch read a Proclamation to recognize and congratulate Mr. Brian Byrnes on his 20 year of Anniversary at the YMCA, expressing how great it is to see the YMCA so active in our community.

Ordinances and Resolutions

Ordinance #709 - Vehicles & Traffic Amendments

An Ordinance repealing and replacing Chapter 120 of the Town of Denton Code, entitled Vehicles and Traffic, to revise traffic regulations, parking regulations, and parking meters and to provide for parking kiosks for public streets within the Town of Denton and providing penalties for the violation thereof.

Councilman Johnson made a motion to adopt Ordinance #709, seconded by Councilman Lister.

Discussion was held about the amendments, working with the residents, allowing enough time to put up signage, provide awareness of the new traffic patterns and parking meter changes. The changes for the flow of traffic and parking restrictions affect the Sandy Meadows neighborhood as well as parts of Fairfield Court.

Mr. Chris Drummond, Town Attorney, clarified that the Ordinance becomes effective 7-days after adoption, however, the Acting Chief can be lenient on enforcement to allow staff time to get the proper signage in place and provide notification to the residents.

With no further discussion, Mayor McNinch called for a vote on the motion to adopt Ordinance #709.

The motion passed with 4 yes. Councilwoman Wilson, a resident of Sandy Meadows, abstained, stating it was hard to hear some of the conversation.

Resolution #878- New Police Car Purchase DPD

A Resolution authorizing the purchase of a 2020 Dodge Durango Pursuit, AWD, fully equipped with emergency equipment, not to exceed a total of \$40,000 with financing from Provident State Bank at 2.99%. This Resolution replaces Resolution #879 that was approved in February 2020, however, due to the pandemic the vehicle to be purchased at the time was no longer being manufactured.

Councilman Johnson made a motion to adopt Resolution #878, seconded by Councilman Branson, passing unanimously.

Reports of Officers, Boards, and Committees

None

Unfinished Business

Agenda #1- Sharp Road Park

Mr. Mulrine provided an update on Sharp Road Park, prioritizing the next improvements, to move forward with paving the pathway, relocating the driveway. Seeking authorization to finish out the Bond Bill's funding and designate \$45,000 from the Town's Program Open Space Funds and CIP Funds available to use for the match for the bonds.

Councilman Johnson made a motion to approve designating \$45,000 of the Town's POS Fund and CIP Funds to use as the Town Match. Seconded by Councilman Lister, passing unanimously.

New Business

Agenda #1 – FY2022 Homestead Tax Credit Cap

The Town's current Homestead Tax Credit Percentage Cap for Denton was reduced from 5% to 3% in 2019. Discussion was held to see if the Council wanted to make any changes for Tax Year beginning July 1, 2021.

The Council supported maintaining the percentage at 3% for the following tax year, no action was necessary.

Agenda #2 – FY2021 Highway Fund Budget

The FY2021 Highway Fund Budget was presented and discussion was held.

Councilman Branson made a motion to adopt the Fiscal Year 2021 Highway Budget, seconded by Councilman Johnson, passing unanimously.

Agenda #3 - FY2021 Water and Sewer Fund Budgets

The FY2021 Water Fund and Sewer Fund Budget were presented and discussion was held.

Councilman Lister made a motion to adopt the Fiscal Year 2021 Water and Sewer Budgets, seconded by Councilman Johnson.

In discussion, Councilman Lister provided comments from the Utility Commission about the past rate study, working to present a balanced budget without a rate increase for a third year in a row.

The Utility Commission and Staff are researching future project upgrades.

With no further comments, Mayor McNinch asked for a vote on the motion to adopt the FY21 Water & Sewer Budgets.

The motion passed unanimously.

Agenda #4 - Halloween Trick or Treating

Discussion was held pertaining to the Town's Trick or Treating Policy and safety tips. Trick or Treating will be held on October 31, 2020 from 6:00 PM to 7:30 PM. This item was informational only, requiring no action.

Agenda #5 - Compass Regional Hospice

Caroline County Commissioners have submitted an Administrative Line Revision plat for their donation of land next to the HAPS building for the new Compass Regional Hospice building. Upon reviewing the submittal, Town Staff noticed that there are some additional components of the former plats that need to be corrected. The Caroline County Attorney is preparing legal documents for the closure of the portion of unimproved streets and alleys located on this land.

Staff asked for direction from the Council on how to handle the Administrative Line Revision fee of \$200, and the Town's legal fees to review these documents.

Councilman Johnson made a motion to waive the \$200 Administrative Line Revision fee for the County "Compass Regional Hospice" Project and Town's Legal expenses for the review of the documents being prepared by the County Attorney. The motion was seconded by Councilman Lister and passed unanimously.

Staff was asked to keep track of time and expenses incurred relating to the Hospice House Project.

Agenda #6 - Holiday Parade

The 2020 Holiday Parade was discussed.

Staff will continue to monitor the State Executive Orders and evaluate the probability for holding the parade this year.

The Veteran's Parade is scheduled to be held on November 13, 2020.

Miscellaneous

Elections – Staff announced that one of the Election Judges provided notice on this date that they will be out of Town and unable to assist with the Town Election this year. Only one candidate petition has been received, the deadline is tomorrow. If other candidate packets are received tomorrow, the Council agreed to hold a Special Meeting on October 26th, prior to the Working Session to appoint an alternate to fill the vacancy. If no other packets are received, pursuant to the Town Charter, the election will be declared uncontested and canceled.

Mr. Chris Drummond, Town Attorney, discussed with the Council an ongoing property maintenance violation that he and staff are working on taking back to court.

With no further discussion, Mayor McNinch adjourned the meeting at 8:28 PM.

Respectfully submitted,

*Karen L. Monteith,
Clerk - Treasurer*