

October 24, 2022

At 6:30 PM Mayor McNinch called the Working Session of the Denton Town Council to order on this date, leading everyone in the Pledge of Allegiance to the Flag and thanked everyone for coming.

Attendance:

Mayor McNinch asked for the record to reflect that Councilwoman Wilson was absent, and that all the other Councilmembers were present.

Staff in attendance included Mr. Scott Getchell, Town Administrator, Chief of Police George Bacorn, Donna Todd, Acting Director of Planning & Codes, Mark Chandler, Superintendent of Public Works, David Renshaw, Senior Codes Enforcement Officer, and Clerk-Treasurer/Finance Director Karen Monteith.

Discussion was held on the following:

Rental Inspection Program

Discussion was held on the Town's Rental License and Inspection Program.

The following property owners: Mr. Benjamin Apt and Mrs. Alexandra Lord, owners of 608 S 5th Ave, Mr. Rob Miron of 201 Briarwood Circle, and Mr. Donald Smith, of 8929 Glenwood Ct., all expressed concerns about the program and the inspection difficulties they have experienced.

Mrs. Stefanie Johnson, Executive Director of His Hope Ministries, also spoke in support of the Town working with the Landlords so that the community does not lose any more housing for tenants, stating the rental housing market is already hard for His Hope to help their guests at the homeless shelter or others facing homelessness to find affordable housing.

Mr. Scott Getchell, the Town Administrator, will work with Staff to review and refine the code, look at internal policies and work to make improvements where the law will allow. Mr. Getchell will look to suspend the program until they have had time to work on modifying it.

DPD K-9 Police Vehicle Purchase

Chief Bacorn discussed using accumulated CIP Funds to purchase a used K-9 vehicle, fully equipped, from another agency for the department. This item will be on the November Agenda for consideration.

Revised Procurement Policy

Mr. Scott Getchell initiated discussion with the Council and provided a summary of proposed amendments to update the Town's 1995 Procurement Policy. Staff will continue to work on changes for future discussion.

Planning & Codes Cloud Permitting Software

Mr. David Renshaw, Senior Codes Enforcement Officer, provided a proposal received from Cloudpermit for a Permitting Software Agreement and discussion was held. This item will be on the November Agenda for consideration.

VOIP Phone System

Mr. Getchell submitted and discussed a proposal for upgrading the Town's phone system to a VOIP System.

Town Non-Profit Grant Program

Discussion was held on establishing the Policy for the proposed Town Non-Profit Grant Program. Staff will work on drafting a Policy based on the Council's vision for future consideration.

The Gardens "Deed of Road Dedication"

The proposed Deed of Road Dedication for the Gardens was provided and discussed. This item will be on the November Agenda for consideration.

2022-23

Caroline County Council of Arts – 6 N 4th St. Lease and Use

Mr. David Renshaw, Senior Codes Enforcement Officer, shared that Mr. Nicholas Tindall, Executive Director of CCCA, has advised that the CCCA Board of Directors are interested in modifying their lease with the Town to lease and maintain the entire parcel of land known as 6 N. 4th St. This item will be on the November Agenda for consideration.

November 3, 2022 Draft Agenda

A draft of the November 3, 2022 Meeting Agenda was reviewed and discussed.

Miscellaneous

Discussion was held on the funding for the 4th St. Park Project, staff will review the project proposals and funding sources to confirm.

With no further comments, Mayor McNinch adjourned the Working Session at 8:21 PM.

Respectfully submitted,

*Karen L. Monteith,
Clerk-Treasurer*