

February 2, 2023

Regular Meeting

Mayor McNinch invited the Cub Scouts from Pack 265 to take a seat at the Council table alongside the Council members.

Mayor McNinch called the Regular Meeting of the Denton Town Council to order at 6:00 PM on this date.

Cub Scout Gwendolyn led everyone in the Pledge of Allegiance to the Flag.

Invocation was given by Pastor Don Reynolds of Calvary Baptist Church.

Mayor McNinch thanked everyone for coming and asked that the record reflect that all Councilmembers were present.

Councilman Taylor made a motion to approve the minutes of the January 5, 2023 Regular Meeting as presented; seconded by Councilman Johnson, passing unanimously.

Public Hearing

Ordinance #740 Revised Purchasing Manual

Mayor McNinch opened a public hearing at 6:04 PM to receive public comments on Ordinance # 740 - An Ordinance of the Town of Denton adopting a new Purchasing Manual establishing rules and regulations regarding the purchasing of supplies, materials, equipment, construction of public improvements, contractual services or any other goods or services.

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: there were none

Mayor McNinch asked for comments from the Public: there were no comments received in person and or online.

With no further comments, Mayor McNinch closed this public hearing at 6:04 PM.

Petitions, Remonstrance's, and Communication

CASA of Caroline – Pinwheels for Prevention Campaign

Ms. Amy Horn, Executive Director for CASA of Caroline, and Mr. Victor Reynolds, Outreach Coordinator, announced that April is Child Abuse Prevention Month. This will be their third year doing the Pinwheels for Prevention Campaign. Seeking the Town's support and involvement in the campaign by adopting a Proclamation recognizing April as Child Abuse Prevention Month, participating in a video pass the pinwheel. Ms. Horn shared that a Pinwheel Planting Ceremony is scheduled to be held on April 5th at the Community Gardens, which will be followed by an event at the Foundry recognizing Caroline County Public School's participation in the event. Lastly, Ms. Horn asked the Town Council to consider partnering with CASA to do a sponsorship for the Pinwheels for Prevention or to create a Pinwheel display on Town property to show that this is a safe community.

2022 Financial Report Presentation

Mr. Roy Geiser of UHY LLP, Town Auditor presented and provided an overview of the Town of Denton's June 30, 2022 Annual Audit and Financial Report, as per auditing required communications. Mr. Geiser stated it was a clean healthy audit opinion, with no recommendations, nor issues to report.

Cub Scout Pack 265

Ms. Sheila Davis, Committee Chair for Pack 265, and Den Leader for the Air of Life Dens, brought three of her 5th Graders to observe the Town Council meeting and they had a few questions for the Council.

- *How do you become the Mayor? Mayor McNinch explained the Town of Denton is runs by what is called a Weak Mayor System, where the Council members select who is the Mayor each year.*
- *How many positions or members are there? Councilman Johnson explained that for the Town of Denton there are 5 members that serve on the Town Council, and that the Town has many other boards that are all volunteer members.*
- *How long does everyone serve? Councilman Taylor responded that each elected official serves a 5-year term, which are rotating terms. Further explaining that a Council member is elected each year, with each member's term expiring on different years.*

Mayor McNinch asked each of the Scouts to introduce themselves.

Gwendolyn, Tyler and Caden all shared their names.

Downtown Denton Main Street

The Members of the Downtown Denton Main Street were unable to attend, this item was pulled from the agenda.

Ordinances and Resolutions

Resolution #889 – DHCD Grant Application for 9 N 4th St.

Mr. Scott Getchell, Town Administrator, presented Resolution #889 and provided an overview seeking approval to submit a Grant Application seeking funding through the Dept. of Housing and Community Development for the financing for a State Revitalization Program Grant for FY2023 in the amount of \$200,000.00 to be used for renovations at 9 N 4th Street.

Councilman Lister made a motion to adopt Resolution #889, seconded by Councilman Taylor, passing unanimously.

Ordinance #740 – Revised Purchasing Manual

An Ordinance of the Town of Denton adopting a new Purchasing Manual establishing rules and regulations regarding the purchasing of supplies, materials, equipment, construction of public improvements, contractual services or any other goods or services.

Councilman Johnson made a motion to adopt Ordinance #740, seconded by Councilman Lister.

In discussion, Mr. Getchell provide a summary of the changes from the current 1990's manual.

With no further discussion, Mayor McNinch asked for a vote on the motion to adopt Resolution #740.

The motion passed unanimously.

Unfinished Business

Agenda #1- Denton Water Main Replacements – Change Orders (ECM & RVE)

Mr. Getchell provided a synopsis of the Denton Water Main Replacement Project and explained that due to an approximate 2-year delay in getting the project funding approved, there is an increase in the cost for materials and labor than what was originally approved. Mr. Getchell presented two change orders, one for ECM

Corporation, an increase of \$138,696 for the construction, and the other for RVE for the engineering, an increase of \$44,500 for the inspections, seeking approval for the Mayor to sign both change orders contingent upon MDE approval.

Mr. Getchell further explained that the scope of the work for the project has been scaled back to accommodate for the increased cost, which has been negotiated to keep within the funding approved from the Maryland Department of Environment \$553,314 in Grant Funds, \$633,388 in Loan Fund along with having the Water Fund contribute \$105 thousand.

Councilman Lister made a motion to approve the change orders as presented, seconded by Councilman Taylor, passing unanimously.

Agenda #2 – Planning Commission Appointment

Carried over from the December 2022 meeting is the appointment to the Planning Commissions, in which the Town had received letters from three interested persons. The Town Council met with 2 of the 3 at their last working session and asked questions to assist them in selecting someone to fill the position that expired Dec. 31st.

Staff shared that since the January Working Session, Mr. Schwaeble has resigned. There are currently two vacant positions, one for a five-year term that will expire Dec. 31, 2027, and the other position expires Dec. 31, 2024.

Councilman Lister made a motion to appoint Mr. Kevin Waterman to fill the term that expires in 2027, and to appoint Mrs. Doris Walls to fill the term that expires in 2024. The motion was seconded by Councilman Johnson, passing unanimously.

New Business

Agenda #1 – Trash Service Contract Extensions

Mr. Getchell talked with the Council about extending the trash removal services for 1-year for both Bigg Tyme Trash and Republic Services at the January 23rd Working Session and provided Agreements for consideration to approve the Mayor's signature on both Agreements.

Councilman Lister made a motion to approve the Mayor to sign both Agreements, seconded by Councilman Branson.

In discussion, Craig Lynn, Owner of Bigg Tyme, spoke with the Council about the current services.

With no further discussion, Mayor McNinch asked for a vote on the motion to approve signing the Agreements.

The motion passed unanimously.

Reports of Officers, Boards, and Committees

Councilman Johnson inquired about the status of the meeting room audio video, and in response Mr. Getchell shared that this item will be on the next Working Session for discussion.

Councilman Lister and Mr. Getchell shared an overview of the January 11, 2023, Utility Commission Meeting.

Mayor McNinch provided an update on the Maryland Municipal League and the kick off for the 2023 Legislative Session.

Mayor McNinch attended the Four All Season Open House in their new location, 322 Market Street.

Mayor McNinch recently met with new Caroline County Commissioner Travis Breeding and Sheriff Baker.

Councilman Lister announced Aldi's is now open.

Councilman Johnson mentioned that due to the recent reassessment conducted by the State Department of Assessments and Taxation, it looks like Denton's property tax values will increase about 26%. He shared that the State's Homestead Tax Credit Application filing is now open and encouraged homeowners to apply to help reduce or offset the increased tax that will go into affect for July 1, 2023.

Miscellaneous

With no further discussion, with the assistance of the Scouts, who at the direction of Mayor McNinch, banged the gavel, and the Mayor declared the meeting adjourned at 7:00 PM.

Respectfully submitted,

*Karen L. Monteith,
Clerk - Treasurer*