

March 6, 2025

Regular Meeting

Vice Mayor Lister called the Regular Meeting of the Denton Town Council to order at 6:00 PM on this date, leading everyone in the Pledge of Allegiance to the Flag.

Invocation was given by Pastor Thomas Fisher of Abrams Memorial Church.

Vice Mayor Lister thanked everyone for coming and asked that the record reflect that Mayor McNinch is away attending the Mayor's Conference and that all other Councilmembers were present.

Councilman Johnson made a motion to approve the minutes of the February 6, 2025 Regular Meeting and the February 24, 2025 Working Session and Executive Session as presented, seconded by Councilman Branson, passing unanimously.

Public Hearing

None

Petitions, Remonstrance's, and Communication

Citation - Terry Lord, 45 years as Clerk of Circuit Court

Vice Mayor Lister presented Mrs. Terry Ann Lord with a Town Council Citation, thanking her for 45 years of dedicated service with the Circuit Court serving the residents of Caroline County.

Proclamation – Endometriosis Awareness Month

Vice Mayor Lister read a Proclamation of the Denton Town Council proclaiming March 2025 as Endometriosis Awareness Month in Denton.

Mrs. Shannon Hannawald, Founder of Endo Warriors of the Eastern Shore, shared her personal story regarding her journey with Endometriosis, and thanked the Town Council for their continued support. Mrs. Hannawald announced that March 7th will be the fifth annual Wear Yellow Day in support of endometriosis awareness and encouraged everyone to participate.

Ordinances and Resolutions

None

Unfinished Business

Agenda #1- Denton Project LLC – New Street Names

As per the Town Code - Chapter 73 Land Subdivision, Section 8.C(14) Street and Alley Names - Street names shall be approved by the Town Council.

Mr. Getchell shared that as previously discussed, the Developer has provided an updated summary of the historical meaning behind the proposed road names selected. The Denton Project LLC proposed road names before the Council for consideration for approval include: Thomas Way, Sophie Lane, Lloyds Way, Hughes Way, and Sherman Way.

Vice Mayor Lister expressed his appreciation of the efforts made by the Developer in coming up with these road names.

Councilman Johnson made a motion to approve the road names submitted, seconded by Councilman Taylor, passing unanimously.

Agenda #2 - Caroline County Commissioners – Sharp Road Park Legal Agreements

Mrs. Lyndsey Ryan, Town Attorney, provided an overview of the following agreements: Sharp Road Park Deed for Lot 3 to transfer ownership to the County, the

Road Use and Maintenance Agreement, the Inspection and Maintenance Agreement of Stormwater Management Facilities, and the Perpetual Protective Agreement Deed of Forest Conservation Easement.

The Planning Commission granted conditional site plan approval on February 25, 2025.

Vice Mayor Lister added the Town is working with the County to develop the park into a maximum use of space.

Vice Mayor Lister made a motion to enact all four agreements as presented, seconded by Councilman Taylor.

Additional discussion was held in which Councilman Johnson asked if the planned maintenance has been disclosed to the County. Mr. Getchell shared that the County is aware. The Town will improve the Town portion of the road; this agreement covers future maintenance.

Councilman Taylor acknowledged that the County has money earmarked that can only be used for Open Space.

With no further discussion, Vice Mayor Lister called for a vote on the motion to approve the agreements.

The motion passed unanimously.

New Business

Agenda #1 – Letter of Support – FEMA BRIC Grant Application

Staff, with the help of FEMA Building Resilient Infrastructure and Communities (BRIC) Direct Technical Assistance, are preparing a grant application through FEMA's BRIC Program for the procurement and installation of generators at the Police Station and the Fire Department. Staff requested the Council approval for the Mayor signing a letter of support for the proposed project to include in the grant application.

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

Agenda #2 – Choptank Athletic Association – Termination of SRP Lease

A lease agreement between the Town and the Choptank Athletic Association for the use of Sharp Road Park, 320 Sharp Road, is valid through 2027. With the Town and the County now partnering to enhance the Sharp Road Park, a mutual Termination of Lease Agreement to dissolve the lease with CAA early has been signed by Mr. Brandon Nier, President of the Choptank Athletic Association.

The signed Termination of Lease Agreement with CAA was presented to the Council seeking approval for the Mayor to sign on behalf of the Town.

Councilman Johnson made a motion to authorize the Mayor to sign the Termination of Lease Agreement, seconded by Councilman Branson, passing unanimously.

Agenda #3 - Third Pillar Solar Proposed Lease Agreement

A proposed Lease Agreement with Third Pillar Solar to install floating solar panels on both storage lagoons at the Wastewater Treatment Plant was presented for consideration for approval.

Councilman Taylor made a motion to approve the Agreement, seconded by Councilman Johnson.

In discussion, Mr. Getchell provided an overview of the project, and Mrs. Ryan talked about the agreement's purpose, terms and the negotiated conditions.

Vice Mayor Lister thanked everyone who worked on this proposal and asked for a vote on the motion to approve.

The motion passed unanimously.

Agenda #4 - Potter House Contract

Mr. Getchell presented a proposal from Harper & Sons, Inc. to complete the remaining historic restoration work for the 9 N 4th Street Potter House Project. The proposed AIA agreement has been reviewed by the Town Attorney.

Councilman Johnson made a motion to approve, seconded by Councilman Branson.

In discussion, Mr. Getchell provided background information on the project, attempts to receive bids, and asked for consideration to approve the proposal.

Mrs. Ryan added that the contract requires the work to be completed within 180 days, the cost of \$237,430.60 includes warranties.

With no further discussion, Vice Mayor Lister asked for a vote on the motion to approve.

The motion passed unanimously.

Agenda #5 - On-Call Engineering Agreements

Staff issued a Request for Qualifications for General On-Call Engineering Services. A review committee evaluated and ranked all proposals received. Select firms were then interviewed to further vet qualifications. Staff have selected Davis Bowen & Friedel (DBF) and George, Miles & Buhr (GMB) to provide engineering services for the Town as needed.

Staff requested approval from the Council in selecting these firms.

Councilman Branson made a motion to approve, seconded by Councilman Taylor.

In discussion, Mr. Getchell provided an overview of the proposals received that were evaluated by the Committee and it was determined that the Town has enough work to use two firms, and that by having more than one firm it helps to avoid if there is a potential conflict. Staff intend to use GMB for water and sewer to focus on utilities, and DBF to help Planning & Codes with plan review and development projects.

Councilman Taylor sat on the evaluation committee and shared that both firms will be on an on-call basis and only paid when their services are utilized.

With no further discussion, Vice Mayor Lister called for a vote on the motion to award the On-Call Engineering Services to DBF and GMB.

The motion passed unanimously.

Reports of Officers, Boards, and Committees

Councilman Taylor provided an overview of the February Planning Commission meeting. He announced that on March 11th, a Joint Planning Commission and Town Council Working Session will be held at the Visitor Center to discuss zoning ordinance amendments.

On April 8th, the Planning Commission will hold a special public meeting to share the draft of the zoning ordinance changes.

Vice Mayor Lister provided an overview on the February Utility Commission Meeting.

Councilman Johnson mentioned he was contacted about downtown parking. The businesses and organizations saying there is not enough parking, yet the County is being provided more parking.

With no further discussion, Vice Mayor Lister adjourned the meeting at 6:54 PM.

Respectfully submitted,

*Karen L. Monteith,
Clerk - Treasurer*