

November 6, 2014

**Executive Session – 6:00 PM**

At 6:00 PM Councilman Clendaniel made a motion to hold an Executive Session, to discuss personnel, seconded by Councilwoman McNinch, the motion passed unanimously. This session was held in the first floor meeting room of the New Town Hall at 4 N. Second Street.

**Present**

All Council members were present for this session.

Staff present during part of the session included Don Mulrine, Town Administrator, Karen Monteith, Clerk-Treasurer.

**Discussion**

The Council discussed the Town Administrators Annual Performance Evaluation as a Board and then with Mr. Mulrine.

At 6:41 PM the Executive Session was adjourned and the Council relocated to the Councils meeting room upstairs to prepare for the regular monthly meeting.

**Regular Meeting**

Mayor Porter 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. With this being the first meeting to be held in the new Town Municipal Building at 4 N. Second St., Mayor Porter mentioned where the restrooms were, exit locations and general fire safety instructions to everyone in attendance.

Mayor Porter asked that the record reflect that all Council members were present.

Councilman Branson mentioned there was a typographical error on the last page of the October 2, 2014 minutes and asked staff to correct before publishing.

Councilman Branson made a motion to approve the minutes of the October 2, 2014 regular meeting as amended. The motion was seconded by Councilwoman McNinch, passing with three votes.

Mayor Porter and Councilwoman Lightner abstained from voting on the October minutes, as they were not in attendance for that meeting.

**Public Hearing**

None

**Executive Session**

Mayor Porter mentioned that the Council held an executive session earlier this evening from 6:00 to 6:41 PM to discuss a personnel item.

**Petitions, Remonstrance's and Communication**

**Proclamation –Municipal Government Works Month**

Mayor Porter read a proclamation announcing November 2014 as Municipal Government Works Month, to promote the awareness and interest of our citizens.

**Town Hall Open House**

Discussion was held in which the Council agreed to hold an Open House on Dec. 4, 2014 after the parade, and to have Santa in the lobby.

**Ordinances and Resolutions**

**Ordinance #663 – Code amendment for Nonconforming Uses and Structures**

An Ordinance to amend the provisions contained in Chapter 128 of the Denton

*Town Code with respect to nonconforming uses and structures.*

*Councilwoman Lightner made a motion to introduce Ordinance #663, seconded by Councilman Branson.*

*In discussion: Mr. Mulrine and Mr. Drummond, Town Attorney, provided an overview.*

*The motion to introduce Ordinance #663 passed unanimously.*

**Reports of Officers, Board and Committees**

*Councilman Branson announced he recently attended LGIT's annual meeting and provided a synopsis of the classes he attended on Terrorist – Risk Management.*

*Councilwoman McNinch talked about the Maryland Municipal League Banner City requirements. Councilwoman McNinch and Mr. Mulrine recently spoke with the 4<sup>th</sup> Grade Class at Denton Elementary, talking to the students about municipal government and encouraging participation in the essay writing contest in March.*

*The Maryland Municipal League Flag will be displayed during Municipal Government Week.*

**Unfinished Business**

**Agenda #1- Caroline County Council of Arts Loan Extension**

*Mrs. Marina Dowdall, Executive Director for the CCC of Arts, came before the Council requesting consideration for an extension on their \$15,000 Community Legacy Loan that is coming due in December. The Town has requested a full waiver on the Town's loan obligation to the State, which may be passed on to the CCCA.*

*Councilman Clendaniel made a motion for the Arts Councils obligation to the Town will be co-extensive with that of the Town's obligation to the State. The motion was seconded by Councilwoman Lightner, passing unanimously.*

**Agenda #2 – Tax Differential**

*Mr. Mulrine and Mr. Drummond provided updates on the Tax Differential research.*

**Agenda #3 – Election Signage**

*The multitude of election signs at the Health and Public Service building on South 7<sup>th</sup> St. during the early voting have sparked several questions by local residents and discussion on Town regulations.*

*Councilwoman Lightner made a motion for the Town to inform both political committees of the concerns; and enforce any safety issue and to keep the signs out of the ditch. The motion was seconded by Councilwoman McNinch, passing unanimously.*

**New Business**

**Agenda #1 – MOU – Hotel Tax Revenues**

*Mayor Porter requested to have this item placed on the agenda as the MOU expired in 2007. Town Staff brought this to the former County Attorney's attention in 2010, and there has not been any activity.*

*Mayor Porter asked to have this item placed on the November Working Session Agenda for further discussion.*

**Agenda #2 – Crouse Park Boat Ramp Fees**

*Mayor Porter requested to have this item placed on the agenda for discussion. Staff provided an overview of the revenues for the past 6 years and a copy of the County legislation pertaining to the boat ramp fees.*

Mayor Porter asked to have this item placed on the November Working Session Agenda for further discussion.

**Agenda #3 – Rite Aid Pharmacy Water and Sewer Allocation**

Rite Aid Pharmacy submitted a request for one (1) ERU for their new commercial building being located at the Denton Plaza.

Councilman Clendaniel made a motion to grant one ERU for Rite Aid, seconded by Councilwoman Lightner.

As discussion continued, Councilwoman Lightner stepped out of the room.

The motion passed with 4 votes.

**Agenda #4 - 119 Gay Street Water and Sewer Allocation**

Steve Konopelski and Robert Griffith submitted a request for an additional ERU for the bed and breakfast they are proposing to open at 119 Gay Street.

Councilwoman Lightner stepped back in the room.

Councilman Branson made a motion to grant the additional ERU, seconded by Councilwoman McNinch. Passing unanimously.

**Agenda #5 – Denton PD – New Computer**

Chief Cox and Lt. Bacorn requested approval to use CIP funds in the amount of \$4,170.99 to purchase a new computer. Explaining that this computer will be used as a terminal to download videos from the Body Worn Cameras the officers will be using. The estimate is to be able to adequately store three years worth of video recordings.

Councilwoman McNinch made a motion to approve the computer acquisition, seconded by Councilman Branson, passing unanimously.

**Agenda #6 – Denton Development Corporation Board Member Appointment**

Councilman Clendaniel made a motion to appoint Mr. Dean Danielson to serve as a Board Member on the DDC to replace Mike Lewis; and to appoint Councilwoman Lightner to serve on behalf of the Town Council.

**Agenda #7 – SHA Salt Agreement – Winter 2014-2015**

A salt agreement between the Town and Maryland State Highway for the upcoming winter season was presented for consideration of approval.

Councilman Branson made a motion to approve the salt agreement as presented, seconded by Councilwoman McNinch, passing unanimously.

**Miscellaneous**

Councilwoman McNinch complimented Lisa Orendorf for doing a phenomenal job preparing for the upcoming Small Business Saturday Event.

Councilman Clendaniel and Mayor Porter recently attended the Caroline County Habitat for Humanity dedication of 502 High Street.

Mr. Mulrine commended Holsinger and Higgins for their contributions to Habitat and Councilwoman Lightner suggested doing a thank you citation for them.

Councilwoman Lightner mentioned that staff and several Councilmembers recently attended the Caroline County Economic Development Meeting and provided a brief summary.

Mr. Mulrine talked about the Maryland Energy - Smart Energy Community Grant Program and applying for funding for the Town to upgrade lighting, water heaters and HVAC systems.

Mayor Porter complimented the lighting in room for the pictures on the walls.

Mr. Dean Danielson suggested putting up old pictures of the Town on the walls.

*Mayor Porter extended congratulations to employee Dan Franklin on his recent win for a position on the County Commission.*

*Mayor Porter commended Lester Branson and Dean Danielson for running a clean race for the Town Council.*

*With no further discussion, Councilman Branson made a motion to close the meeting at 8:18 PM, seconded by Councilwoman Lightner, passing unanimously.*

*Respectfully submitted,*

*Karen L. Monteith,  
Clerk - Treasurer*