

January 4, 2018

**Regular Meeting**

Mayor McNinch called the Regular Meeting of the Denton Town Council to order at 7:12 PM on this date, leading everyone in the Pledge of Allegiance to the Flag.

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

Councilman Johnson made a motion to approve the minutes of the December 4, 2017 Regular Meeting as presented; seconded by Councilman Branson, passing unanimously.

**Swearing in of New Denton Town Council Member**

Ms. Doncella Wilson was sworn into office to serve a five-year term on the Denton Town Council by Mayor Abigail McNinch.

**2018 Annual Election of Officers**

**Office of Mayor**

Councilman Johnson made a motion to appoint Abigail McNinch to serve as the Mayor of the Denton Town Council for 2018, seconded by Councilman Branson, passing unanimously.

**Office of Vice Mayor**

Councilman Lister made a motion to appoint Lester L. Branson to serve as the Vice Mayor of the Denton Town Council for 2018, seconded by Councilman Johnson, passing unanimously.

**Office of Mayor Pro-Tem**

Councilman Johnson made a motion to appoint Dallas Lister to serve as the Mayor Pro-Tem of the Denton Town Council for 2018, seconded by Councilman Branson, passing unanimously.

With the installation of officers now complete for 2018, Mayor McNinch continued presiding over the meeting.

**Public Hearings**

None

**Petitions, Remonstrance's, and Communication**

**2017 Financial Report Presentation**

The presentation of the 2017 Financial Report was postponed until February.

**Proclamation – 404 Dualization C-Team**

The item was postponed until February.

**Proclamation – National School Choice Week**

Mayor McNinch read a Proclamation recognizing January 21-27, 2018 as National School Choice Week.

**Martin Luther King Jr., Day March**

It was announced that The Lockerman School Association will host their 7<sup>th</sup> Annual Martin Luther King, Jr. Day Program and Unity March on January 15<sup>th</sup>. Several Council members are planning to attend and Councilwoman Wilson volunteered to carry the Town Flag.

**Ordinances and Resolutions**

**Resolution # 848 - Police Car Acquisition**

*A Resolution authorizing the Town to purchase two 2018 Ford Police Utility Interceptors with financing from Provident State Bank.*

*Chief Cox asked for approval to purchase two 2018 Ford Police Utility Interceptors with emergency equipment installed and to obtain a loan at a maximum amount of \$67,706 from Provident State Bank for up to 5 years with interest rate of 2.58%.*

*Councilman Lister made a motion to approve the purchase as presented by the Chief, seconded by Councilman Branson, passing unanimously.*

**Reports of Officers, Boards, and Committees**

*Councilman Johnson shared that he had met with the new Mallard Home Owners Association Board Members. They would like to schedule a meeting with Town Staff – the Town Administrator, Plan. & Codes and Public Works to discuss some items of interest.*

**Unfinished Business**

**Agenda #1- Spectrum Energy Public Meeting**

*Mr. Don Mulrine, Town Administrator, shared a copy of the press release that has been published and posted announcing that Eastern Shore Energy, LLC will be holding a Public Meeting on January 17, 2018 at the Visitor Center. Mid Shore Communications will preside and setting the format for the meeting.*

**Agenda #2 – Fiber MOU**

*The Council reviewed and discussed the newest draft of the Fiber Optic and Conduit Use Memorandum of Understanding between the County and Town. The MOU was modified to reflect a 10-year term instead of a 5-year term.*

*Councilman Lister made a motion to accept the MOU with the contingency, that if it can only be a 5-year term, that is acceptable too. The motion was seconded by Councilman Johnson, passing unanimously.*

**Agenda #3 - Rex Landscaping**

*Mr. Chris Drummond, Town Attorney, shared a discussion held with the Attorney for Rex Landscaping on pending litigation, in which the contractor had been listed. Discussion was to reaffirm and the Council agreed that the Town will continue to cover the contractor's legal fees should there be any.*

**New Business**

**Agenda #1 – Public Works Muffin Monster**

*The Public Works Department submitted a request seeking approval to use Capital Funds to purchase a Muffin Monster, from Watermark Environmental Systems for \$36,496.00, plus \$5,885 for the installation, for an estimated total of \$42,466. Staff notes explained that the cost could be slightly more depending on any installation issues, but that it will not exceed \$45,000.*

*Councilman Johnson made a motion to make the purchase for the Muffin Monster, spending up to \$45,000, seconded by Councilman Branson, passing unanimously.*

**Agenda #2 – Board of Appeals Appointment**

*Mr. Brian Tyler's Board of Appeals term expired December 31, 2017. Mr. Tyler served as the Alternate Member and is not seeking reappointment.*

*Mr. Vadim Stakeeff submitted a letter of interest for the appointment to the Board of Appeals to serve as the Alternate Member for a three-year term.*



Councilman Lister made a motion to appoint Mr. Stakeeff, seconded by Councilman Branson. The motion passed 4-1 with Councilman Johnson voting no.

**Agenda #3 - CCCA Public Art**

Marina Dowdall, Executive Director of the Caroline County Council of Arts, was scheduled to share information about an upcoming Public Art Project, however, this item was postponed till February.

**Agenda #4 - Denton Police Dept. -BYRNE Grant**

Chief Cox shared that the Department applied for a BYRNE Grant in June for Mobile Data Terminals for \$20,560. In December, the Department was awarded \$10,280.00. Chief Cox asked for authorization to purchase 4 additional mobile data terminals using the BRYNE Grant Funds and to use \$10,280.00 from the Speed Enforcement Funds for the balance.

Councilman Lister made a motion to accept the request as presented by the Chief, with the Town share not to exceed \$10,280, seconded by Councilman Branson.

Further discussion was held pertaining to the Speed Camera Program and the budget.

With no further discussion, the Mayor asked for a vote on the motion to approve. The motion passed unanimously.

**Agenda #5 - Fiber Arts Center and 4<sup>th</sup> Street Properties**

The Town Administrator shared information on discussions recently held with the State pertaining to the Town owned properties on 4<sup>th</sup> Street in the ArtsWay Project, the grant obligations and considering the sale of 7 N Fourth St. to the Caroline County Council of Arts.

Discussion will continue during the January 22, 2018 Working Session.

**Agenda #6 - Open Meeting Act Representative**

Councilman Johnson made a motion to appoint Councilman Branson to serve as the Council's Open Meetings Act Representative. The motion was seconded by Councilman Lister, passing unanimously.

Mr. Drummond announced that the Annual Open Meetings Act Compliance Report has been submitted and accepted by the State.

**Agenda #7 - Utility Commission Appointment**

Councilman Johnson made a motion to appoint Councilman Lister to serve as the Council's representative on the Denton Utility Commission, seconded by Councilwoman Wilson, passing unanimously.

**Agenda #8 - Accrued Leave Carry Over**

The Town Administrator contract allows the carryover of 160 hours of accumulated vacation leave from year to year. Mr. Mulrine has accumulated more than the carry over allowance. Seeking approval to allow carry over of all the accumulated vacation leave.

Councilman Lister made a motion to approve to allow the Town Administrator to be able to carry 207 hours of excess accrued vacation leave forward to 2018, with the excess to be used within the calendar year, seconded by Councilwoman Wilson.

Discussion was held, at which time Councilman Lister amended his motion to allow the Town Administrator to be allowed to carry over an additional 208 hours. The amendment was seconded by Councilman Johnson, passing unanimously.

**Miscellaneous**

*The Strategic Plan will be on the Working Session Agenda for discussion on updating; members were encouraged to review the plan.*

*Mayor McNinch congratulated staff on the phenomenal job on the Holiday Parade.*

*Mayor McNinch congratulated the Public Works Department for the great job they did on handling the Snow Storm.*

*In December, the Mayor and several staff members attended the Police Academy Graduation Ceremony of the Town's two newest officers. Chief Cox added that the officers are going through field training.*

*Mayor McNinch recognized that it has been a busy year and extended the Council's appreciation to the Finance, for their extra hours and keeping things going.*

*Mayor McNinch shared that the Legislation Session is coming up, she will be serving on the Legislative Committee again this year. The Mayor encouraged board members to attend the upcoming ESAM Meeting that is scheduled for Jan. 23, 2018, and MML Night in Annapolis on Jan. 10, 2018.*

*Councilman Lister requested to schedule a meeting with Staff to go over the Strategic Plan once it is updated.*

*Mayor McNinch reminded everyone that the Denton Volunteer Fire Department will be holding their Annual Banquet on Jan. 27, 2018.*

*Councilman Lister stated he would like to set up a working session with the Chief of the Fire Dept. to discuss incentives to recruit volunteer firefighters. (Tax incentives, leave, etc.)*

*Active Shooter Training for Town Staff is scheduled for Jan. 16 & Feb. 6, 2018 at 9:00 AM.*

*Councilman Johnson asked to have Stop Bleed Kits installed in each building.*

*With no further discussion, Mayor McNinch adjourned the meeting at 8:29 PM.*

*Respectfully submitted,*



*Karen L. Monteith,  
Clerk - Treasurer*