

February 24, 2020

**Working Session**

*The Working Session of the Denton Town Council was called to order by Mayor McNinch at 6:30 PM on this date, leading everyone in the Pledge of Allegiance.*

*Councilwoman Wilson was absent, all other Council members were in attendance.*

*Staff present included – Don Mulrine, Rodney Cox, Mark Chandler, Phil Clark, David Renshaw and Karen Monteith.*

**Discussion was held on the following items:**

**Caroline County Economic Development**

*Ms. Debbie Bowden, Director of Caroline County Economic Development, met with the Council. Discussion was held on the Town's desired focus for economic development to help the CEDC as they are working on updating their five-year goals and milestones and building on their Strategic Plan.*

*The Mayor and Council expressed the need to focus on commercial growth, the Industrial Park and Downtown Businesses. The Town is seeking a buy-in from the County to support the Town's initiatives, stating that a way out of additional taxation is to initiate growth. Attracting business to keep people from traveling to other places is important.*

*As Ms. Bowden meets with other Towns, she will put together a plan and bring it back for further discussion.*

**Sandy Meadows HOA – Park Request**

*Mr. Paul Reals, resident and representative for the Sandy Meadows HOA, met with the Council to discuss safety concerns about street parking issues and children playing in the street within their neighborhood. Mr. Reals shared the HOA is proposing to address the concerns, by seeking an appraisal and asking the Town to apply for Program Open Space Funds for the acquisition of two undeveloped lots. They are proposing to use one lot to create an off-street parking area and the other to build a community park where the children can play.*

*Mrs. Sue Simmons, Director of Caroline County Recreation & Parks, explained the grant opportunity for using Program Open Space Funds for acquisition, and confirmed this type of grant would not take away from any of the other grant opportunities that the Town is exploring to improve other parks. She mentioned that in order to qualify for grant funding for the acquisition the Town would need to be the buyer of the land and remain the owner.*

*There was discussion about concerns for the responsibility for future maintenance of a park; the effect on surrounding property owners; effect on property values; and making sure they support having the change of use.*

*The Town will continue to work on a proposal to address the parking issues. This project would require the HOA to cover the cost of all legal fees, and it might be beneficial to establish an escrow. Maintenance was a concern from Staff.*

*Mr. Reals will meet with the neighbors to identify if there is support from the community for a change of use.*

**Sandy Meadows Road Dedication Agreement**

*Mr. Mulrine, Town Administrator, provided an update and discussion was held pertaining to the Sandy Meadows Road Dedication Agreement; developer build out responsibilities and damage to curbs, sidewalks and roads can all be managed as part of the Use & Occupancy requirements for construction of the remaining building lots.*

## 2020-5

*There was discussion about on street parking causing safety concerns. The Police Department is evaluating only allowing parking on one side of the street and one-way travel.*

### **Microenterprise Lease Renewals**

*Renewal terms for the Microenterprise Leases with Cambio, Hot Desk and Downtown Denton Main Street were discussed, these items will be on the March agenda for consideration.*

### **Southern State Public Hearing, Use & Demolition Updates**

*Mr. Mulrine explained the Public Hearing Requirements for the Southern State project. The Public Hearing and the lease for His Hope Ministries will both be on the March agenda.*

### **Sharp Road Park**

*Discussion was held on the Sharp Road Park planning and items to focus on for the next grant application.*

*Staff shared that to acquire a building, turnkey for the restrooms is \$60,000 for 2 fixtures and \$90,000 for 4 fixtures. The estimate received to relocate the road is \$22,000.*

*Staff will continue working on getting estimates to use to submit a grant application in the Summer.*

*Mayor McNinch stated that April 22 is Earth Day and she is looking to host a Community event from 4:30-6:00 at the 4<sup>th</sup> St. Park, inviting everyone to come. She suggested have some flyers posted and tables promoting participation in the Census and promoting healthy eating.*

### **Parking Ordinance**

*Discussion was held with Chief Cox pertaining to proposed parking changes in the downtown, regarding legislation and rates.*

### **Planning Commission – Council Representative**

*Councilman Johnson volunteered to serve as the Council Representative on the Planning Commission. The Planning Commission will begin discussion on the Comprehensive Plan at that Feb.25<sup>th</sup> meeting.*

### **Second Street Pump Station Emergency Repairs**

*Staff advised there was a significant power outage in the area earlier this month and that at the same time one of the pumps at the 2<sup>nd</sup> St. Pump Station went down. Upon investigation the VFD module in the pump was been destroyed, that may be a result of the power outage. An Insurance claim has been filed and approved to cover the cost of the replacement for approximately \$13,200.*

*Mayor McNinch and Councilman Johnson visited the site and discussed with Staff the urgent nature for the repair.*

*This item will be placed on the March agenda for approval.*

### **Budget Process**

*Mr. Mulrine provided an update on the budget discussions with Dept. Heads on their needs for staffing, road improvements, etc.*

### **Miscellaneous**

*Mayor McNinch and Mr. Mulrine recently attended a meeting with the State in reference to the Road to Know Where Project and provided an update.*

*Mayor McNinch invited members to join her in visiting with the 4<sup>th</sup> Graders at Denton Elementary School in April to promote the students to participate in the Maryland Municipal League's "If I Were Mayor Essay Contest".*

*Councilman Johnson talked about a State Grant the Police Dept. may qualify for.*

**2020-6**

*Councilman Lister talked about project management and scheduling to meet with the contractors to discuss each project.*

*Mayor McNinch mentioned the District 36 meeting in Annapolis is scheduled for March 23, 2020 at 5:30PM. The Working Session is the same date, but it was confirmed that the Town meeting is at 9:00 AM in the morning and will not conflict.*

*Mr. Mulrine provided a project update on the Franklin St. Water Main Project.*

*Councilman Lister talked about Utility Legislation, Easton Utilities, and having the Attorney work on laying out Article of Incorporation.*

*With no further business to discuss, ~~Vice Mayor Branson~~ Mayor McNinch adjourned the Working Session at 8:26 PM.*

*Respectfully submitted,*

*Karen L. Monteith,  
Clerk-Treasurer*

*The last paragraph was amended at time of adoption 3/5/2020.*