

The regular meeting of the Board of Commissioners was held via Zoom on Monday, August 3, 2020 at 6:00pm.

The following members were present: Mayor, Larry Ward

Mayor Pro Tem, Deanna Grubb

Commissioners: Barbara Hogan, Julie Loflin, David Askew and Scott Morris

Town Attorney: Paul Mitchell, Town Manager: Ken Gamble, Town Clerk: Angel Jenkins

Department Heads: Police Chief: Mark Hicks, Fire Chief: Travis Morris, Public Works

Director: Michael High, Water Plant ORC: Heather Hicks, Waste Water Plant ORC: Troy Branch

1. Call to Order & Roll Call- Mayor Ward called the meeting to order
2. Pledge of Allegiance- Mayor Ward said the Pledge of Allegiance on behalf of the Board.
3. Approval of July 13 Minutes – Commissioner Hogan made a motion to approve the July 13, 2020 minutes. Commissioner Grubb seconded. Motion passed unanimously. (5-0)
4. Public Comment- Town Clerk, Angel Jenkins stated there was no public comment submitted prior to the meeting.

*Citizens may speak on items not listed on the printed agenda. Please state your name and address and observe the three- minute time limit.*

5. Adoption of Agenda- Mayor Ward asked if there were any additions or deletions on the agenda. Commissioner Grubb made a motion to approve the agenda. Commissioner Hogan seconded. Motion passed unanimously. (5-0)
6. Public Hearing – Application by Buddy Ball for Water & Sewer Tap Grant Under Denton Jobs & Business Creation Program- Mayor Ward opened the Public Hearing at 6:03pm. Mr. Gamble explained that Mr. Ball had applied for the Denton Jobs and Creations Program (DJCP) for reimbursement of the water and sewer taps at 130 Floyd Street and 20 E. Fourth Street. In accordance to the DJCP the taps have to be prepaid and a certificate of occupancy issued on the property before the request for reimbursement can be processed. Mr. Ball has met the requirements for both properties and Mr. Gamble recommends that \$2000 for each property be reimbursed to Mr. Ball for the water and sewer taps for both locations.  
There were no other comments.  
Mayor Ward closed the Public Hearing at 6:05pm.  
Commissioner Hogan made a motion to approve Buddy Ball's Application for Water & Sewer Tap Grants. Commissioner Morris seconded. Motion passed unanimously.

7. Approval of 20/21 Fire Department Board – Angel Jenkins- Mrs. Jenkins recognized Fire Chief Travis Morris to present the results from the 20/21 Fire Department elections. Chief Morris stated that the Fire Department held their annual meeting on June 25, 2020. The following is a list of the FY 20/21 Fire Department Officers:  
Fire Chief: Travis Morris  
Assistant Fire Chief: Brandon Dorsett and Scott Morris  
Captain: Brian Bizzell and Matt Howard

Lieutenant: Dustin Covington and Jonathan Reid  
Safety Officer: Raeford Dorsett  
Training Officer: Kelly Dorsett  
Traffic Officer: James Dorsett

Commissioner Grubb made a motion to approve the 20/21 Fire Department Board.  
Commissioner Morris seconded. Motion passed unanimously. (5-0)

8. Resolution to Contract with D&S Fire Extinguisher Sales & Service in FY20-21 – Angel Jenkins – Mrs. Jenkins stated that this contract was reviewed at the last Board meeting. However, based on the Town Board's Rules of Procedure, we did not handle Commissioner Grubb being recused from the vote and discussion accordingly. Mrs. Jenkins reviewed the resolution, stating that the Town will conduct business with D& S Fire Extinguisher Sales & Service during the FY 20-21. Commissioner Grubb asked to be recused from voting on this item. Commissioner Morris made a motion to recuse Commissioner Grubb from this item. Commissioner Loflin seconded. Motion passed unanimously. (4-0)

Commissioner Morris made a motion to approve the Resolution to Contract with D&S Fire Extinguisher Sales & Service in FY20-21. Commissioner Hogan seconded.  
Motion passed unanimously. (4-0)

9. Denton Farmer's Market Discussion – Mayor Ward asked the Commissioners their thoughts on how to best utilize the Farmer's Market. There was a lot of discussion in regards to having this serve as area for Farmers to sell vegetables, people to sell handmade items and even setup a "yard sale", as long as everyone cleans up when they leave. It was also discussed to allow the area to be rented for birthday parties.  
  
Mr. Gamble stated there needs to be a policy on how to manage the facility. We can communicate to the community through the newsletter to let them know the space is available for public use.  
Commissioner Grubb stated that there does need to be rules for the use.  
Commissioner Loflin stated that it should be handled through Town Hall and possibly have a fee attached to using the Market place.  
Mayor Ward asked if the Commissioner would be okay with the vendors setting up in the parking lot as well. All were in agreement.  
Mrs. Jenkins stated that the Farmer's Market is under camera surveillance.  
Mr. Gamble stated that the consensus is 7 days a week, after church on Sunday, the earliest the space is available is 6:00am, no fees to rent the shelter but someone would have to register at Town Hall.  
Mr. Gamble stated he will work on a policy for the use of the facility.

10. Commercial Trucks in Residential Zones – Ken Gamble- Mr. Gamble stated this agenda item is a result of the public comment from the last Board meeting. The resident requested the Board to consider allowing a resident to take a commercial truck home. This has been an on going conversation, from 1993-2006. The Board selected a few residential streets to banned truck traffic and in 2006 the Board banned all commercial trucks in residential areas. This is our current rule.  
One of the main reasons to restrict heavy truck traffic is to reduce the stress on the infrastructure.  
Commissioner Hogan asked if trucks could park in the road in front of their property.  
Mr. Gamble stated that it should be parked on their property off the roadway.

Commissioner Morris stated he would be okay with allowing trucks to park on a resident's property.

Commissioner Loflin asked if this would just allow the truck, not a truck and trailer to park on their property.

Mr. Gamble is going to draft an ordinance allowing residents to drive commercial trucks to their residents.

Mayor Ward asked if this would be enforced by the Police Department.

Mr. Gamble stated that it would be enforced the same way all other ordinances would be.

Public Works Director. Michael High stated that there are areas in town with brick structure manholes that would cause issues having a lot of weight traveling over them continually. There should be a weight limit.

11. Cardboard Pick-Up Service – Ken Gamble- Mr. Gamble stated that the town has provided a cardboard pickup service for local businesses. There are currently 17 customers who utilize this service. In July of 2019, the recycling center stopped paying the Town for cardboard. The cost of service for last year was approximately \$12,000. The revenues over the last three years has declined and with no revenues to offset expenditures we have a service being provided to very few customers that is being subsidized by the rest of our tax payers.

Option 1 – Provide our current customers a 90 day notice that the Town will no longer provide this service. This gives our customers an ample opportunity to make other arrangements for pick-up. It would also allow the Town to redirect labor to other activities and extend equipment life.

Option 2 – The Town would provide current customers a 90-day notice that the service would now require a monthly fee. The fee would be calculated annually based on the number of customers in the program and the actual cost of providing the service. For example, in FY19-20 the service cost the Town \$11,643. If all 17 current customers wanted to continue the service, they would pay \$57.00 each month. Obviously, the fewer the customers the higher the monthly cost would be for each. The Town could easily add to the base fee so the service generates a specific revenue. In this scenario, an extra \$10 every month would generate \$2,040 annually.

After a lengthy discussion, Commissioner Morris stated that he hates to see the Town stop another service, but this one is not benefiting all residents and it is costing the Town money.

Commissioner Morris made a motion to discontinue the cardboard service, giving the businesses a 6-month notice in order to allow them time to make other arrangements for their cardboard. Commissioner Grubb seconded. Motion passed unanimously. (5-0)

12. Recognition of Wastewater & Water Plant Superintendents Troy Branch & Heather Hicks for Earning Utility Management Certification – Ken Gamble – Mr. Gamble stated that Troy Branch, Waste Water Treatment Plant ORC and Heather Hicks, Water Treatment Plant ORC both completed their Utility Management Certification through the National Rural Water Association. This involves classroom work, service in the field, current certifications and professional development. Both Mr. Branch and Ms. Hicks are always endeavoring to learn more in their profession and when meetings resume in person, the Board can recognize their achievements by presenting their plaques. Mr. Gamble stated that he would like to congratulate them on a job well done on their professional development.

13. Cemetery Map Update – Angel Jenkins- Mrs. Jenkins stated that the current map of

the cemetery was provided to the Board. Mrs. Jenkins and Commissioner Morris went to the cemetery to locate the plots that have been designated as pauper graves. In looking at the cemetery map these plots are as follows; plot 69 (8) and plot 80 (4). The new addition of the cemetery along Farmer-Denton Road. A lot of these plots have already been sold. Plots 6a & 7a are individual plots (1). Mrs. Jenkins stated that they are starting the process of updating the cemetery information to have a list of those that are actually buried in the plots not solely relying on the family name that purchased the original plots. Mrs. Jenkins stated there are not a lot of Town owned plots left for sell, however, there are some families that have contacted Town Hall with plots for sell.

The Commissioners discussed changing plot 69 (8) and plot 80 (4) to regular plots that came be sold.

Mr. Gamble stated that if the Board would like to open these plots to sell, there would need to be an action of the Board. This would also include any changes to the other plots deemed for cremation only.

After much discussion, the Board is in agreement to open plots 69 (8) and 80 (4) to be sold by the Town. There was also discussion on designating an area that would be for cremation remains.

Mrs. Jenkins will draft this information for the Boards approval.

14. Amendment to Chapter XIV – Cemeteries – Angel Jenkins- Mrs. Jenkins stated amendment to Chapter XIV – Cemeteries that was recommend by the Board at the last meeting has been updated for approval. This updated section is as follows:

PART 1: That Chapter XIV, Section 2, Subsection (j) of the Town of Denton Code be amended by repealing and replacing the existing content as provided herein:

(j) Interment of More than One Body / Remains. Each individual cemetery plot is limited to a maximum of either the cremated remains of four individuals or the cremated remains of two individuals and one body in a casket.

(1) The fee for the cemetery plot and all additional remains interment fees should be paid when the plot is purchased. The total number of individuals remains expected to be interred will be noted on the deed; or

(2) An application to inter additional remains can be submitted to the Town Clerk any time after the plot is purchased. The plot and any additional remains interment fees must be paid in full prior to interment.

(3) The Town requires proper identification of all single and multiple interments on a regulation memorial or marker.

Commissioner Grubb made a motion to approve the Amendment to Chapter XIV – Cemeteries, Section J: (1-3). Commissioner Hogan seconded. Motion passed unanimously. (5-0)

15. “Welcome to Denton” Banner Refresh – Ken Gamble Mr. Gamble stated that there are brackets for 14 banners around Town. In speaking with Commissioner Morris, he stated that there may be \$2,000 the Town can access from the defunct Chamber of Commerce to replace banners. Mr. Gamble received a quote from Mosca Design to replace the banners at the 14 exiting locations at a cost of \$1,517 and \$2,100 to replace the hardware. Mr. Gamble also presented possible locations for banners in Town, copy attached to the minutes.

Commissioner Morris stated he has contacted Dixie Kearns, in regards to the funds available from the Chamber of Commerce. Ms. Kearns stated that there is a small process that needs to be completed in order to make the funds available.

Commissioner Morris made a motion to approve the banner project for the existing 14 banners, if the \$2000 is available from the Chamber of Commerce.

Commissioner Hogan seconded. Motion passed unanimously. (5-0)

16. Architectural Services Agreement for USDA Grant/Loan – Ken Gamble- Mr. Gamble stated that this agreement is the final document required for the USDA Grant/Loan process for the new Town Hall project. Mr. Gamble has spoken with the USDA to let them know we are working on obtaining as much grant funding as possible. USDA agreed to accept the Board's approval of the form of the agreement. This would add \$47,000 to the project because they do require an Architect Agreement. Commissioner Morris asked if this agreement means that Paul Briggs would be the Architect for the project.  
Mr. Gamble stated that the Board can use any Architect they would like for the project, they would just have to provide this agreement to the USDA.  
Commissioner Hogan made a motion to approve the Architectural Services Agreement for USDA Grant/Loan. Commissioner Loflin seconded. Motion passed (4-1) Yay: Hogan, Loflin, Grubb, Askew. Nay: Morris.
17. Town Attorney Update – Paul Mitchell. Attorney Mitchell stated that the Town received a request for Public Record in regards to a lawsuit involving Quick Check in conjunction with the accident on Highway 109 in September 2018. This information has been compiled by Chief Hicks. Attorney Mitchell received a Notice of Hearing to go before a Superior Court Judge to give permission to the Town to release the information. Attorney Mitchell thanked those assisting with gathering this information. Also, Finch Avenue has been officially closed.
18. Town Manager's Report – Ken Gamble – Mr. Gamble stated that he has provided the Board with a copy of his report. There are a couple of items that Mr. Gamble reviewed with the Board.
  - Mr. Gamble has been working with PTRC to get \$20,000 in funding to map our storm water system. This is the first step in having a better picture of the flooding issues downtown and could lead to other grants. There is no match and PTRC would apply for and manage the funds. This is one of the better grants to get involved with no match on our part.
  - Coronavirus Relief Funds from the County – Mr. Gamble has made the first submission for reimbursement of \$7029.20 in Coronavirus related expenditures to Davidson County. We are eligible for the second round of funding which could be around \$30,000. We are held to a high standard on how the money is spent. This will require a separate audit next year.
  - Mr. Gamble stated that the revenues are \$30,000 lower due to the Governor's Executive Order.All customers have been notified each month in regards to their balances.
19. Commissioner Comments / Concerns – Mayor Ward asked if the truck used for cardboard pickup would be surplus when the service ends in order to sell the truck on Govdeals.  
Mr. Gamble stated that he would like to speak with Mr. High to see if there is practical use for the truck prior to it being deemed surplus.

Mayor Ward asked Mrs. Jenkins to give a report on the Watermelon Pageant.

Mrs. Jenkins stated that the Pageant was held on August 1, 2020 at Denton Wesleyan Church. There were 34 contestants. This is a service pageant. Pageant Director Rebecca White wants to focus on local organizations that would benefit from the support. This year the contestants collected "good luck seeds" in the form of money or toys for our local Project Santa. The contestants raised \$4500 and 316 toys. Keith Garner with Project Santa was present to thank the contestants for their support. The contestants will be recognized by the Board when we are able to meet in person. Mrs. Jenkins thanked all those involved in helping make this pageant possible this year.

20. New Business/Other Updates- There was no new business or other updates.

21. Announcements – There were no announcements.

22. Board of Commissioners Adjournment- Commissioner Grubb made a motion to adjourn. Commissioner Morris seconded. Motion passed unanimously. (5-0)

Meeting adjourned at 7:35pm.

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Larry Ward, Mayor

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Angel Jenkins, Town Clerk