



Townsend Council Meeting Minutes January 6, 2016

7:30 pm – Council Meeting

- I. Call to Order: 7:33 pm
- II. Opening Ceremonies
 - a. Roll Call: Mayor Jermaine Hatton, CM John Ness, CW Lorraine Gorman, CM Rudy Sutton, TA Fred Townsend, TE Owen Hyne, TM Dawson Green, TC Cathy Beaver
 - b. Pledge of Allegiance: Pledge was said
 - c. Recognition of Visitors: 13
 - d. Announcements:
 - Town Hall closed Monday, January 18, 2016 for Martin Luther King Day
- III. Additions/Deletions to Published Agenda:
 - a. CM Ness asked to delete 6a, Lt. Hudak can't attend tonight.
 - b. CM Ness motioned, CM Sutton seconded with unanimous vote to accept the agenda with the above deletion.
- IV. Council Minutes
 - a. Approved November 18, 2015 Mid-Month minutes on back table
 - b. Approved December 2, 2015 Council minutes on back table
- V. Mayors Report
 - a. A lot of stuff going on.
 - b. 141 Main Street still under construction, getting much closer to completion.
 - c. The Town still moving forward with Phase II of the streetscape. Mayor Hatton thanked Representative Spiegelman and Senator Ennis who pledged to the Town a good portion of the 20% the Town will have to pay for the project. 80% of the fee will be paid for with a federal government grant. We are also looking for additional funding through the safe route to school funds.
- VI. Reports
 - a. Representative Jeff Spiegelman
 - Back in session next week.
 - 20 – 40 million dollars short with the budget now instead of 140 - 150 million dollars short. This is good for the Town, will make it more difficult to play the shell game played every year with municipal street aid.
 - Once we are in session we will look into closing the prevailing wage loop hole.
 - Mayor Hatton asked where the difference in money came from for the budget.
 - Rep. Spiegelman said a lot came from corporate income. It came back much higher than expected.
 - Mayor Hatton asked what is on the table for potential cuts, he added he is asking because of what happened with DuPont.
 - Rep. Spiegelman said the Governor's office called today and he will be proposing a change in Delaware's tax structure to make us more competitive and a more effective government.
 - b. Townsend Fire Department: Keith Shoemaker
 - Keith announced this will be his last meeting and introduced Richard Greene who will be taking over as liaison.
 - There will be a chicken and dumpling dinner on 1/20/16 from 4:30 – 7:00 pm.
 - There will be a quarter auction on 2/5/16 from 5:00 – 10:00 pm.
 - Spring Fling tickets are on sale. Richard said you can stop at the fire hall to buy them. Flyers haven't been mailed yet.
 - Mayor Hatton thanked Keith for always attending our meetings.
 - CW Gorman also thanked him for playing Santa at the Town Christmas caroling.
 - c. Town Attorney Fred Townsend III:
 - On 12/18/15 the complaint was filed against Grassbusters and the bonding company. Once the complaint is accepted into the system the sheriff's office will formally serve the defendant in the case. They then file a return of service with the court indicating the defendant has been served. That filing hasn't been done yet, normally takes up to 30 days and with the holidays it may take

longer. Once the defendants are served they have 20 days to answer the complaint but it isn't uncommon for them to ask for additional time. As a courtesy, the additional time is usually granted before adverse action is taken.

- CW Gorman asked how the Planning Commission is coming along.
- TA Townsend said he worked on some rules some time ago with TM Green but it has been at a standstill for a while.
- Mayor Hatton said there hasn't been any movement since September or October and asked TA Townsend and TM Green to get the ball moving again.

d. Town Engineer Owen Hyne:

- 141 Main - met with both contractors today. Site contractor needs to get moving so he can get a paved surface in so the Town can move in. Gave him a 2 week deadline. The building is really coming along, working on the punch list, waiting for some doors to come in, flooring is being installed, the ramp going in and sidewalks and concrete steps being poured.
- TVII West – have a meeting next week with the developer to review the punch list before surface paving.
- Mayor Hatton said sewer laterals are being laid on South Street in TVII. He asked if they are getting ready to pull permits to build there and asked if they are almost completed with Ginn Street.
- TM Green said per the supervisor, there are some homes on Ginn Street they want to finish before starting on South Street.

e. Town Manager Dawson Green:

- Blanche from the post office contacted me. The post office lobby is open 24 hours a day and 2 homeless men have been sleeping in the lobby. She contacted Troop 9 and is looking into security cameras. She wanted everyone aware of this.
- At the workshop will need someone from Council to introduce Ordinance 16-01 to change the voter registration.
- Monday, 1/4/16 was Christmas tree pick-up day. If you missed it you will have to contact Waste Industries yourself.

VII. Committee Reports

a. Finance: Chair – Jermaine Hatton

- Our accounting firm will be here Monday to complete the prep work for our financial audit. We should have a very speedy and clean audit this year with all the prep work. It has gone well thus far with the help of our Administrative Assistant taking over more of the financial duties and getting us up to speed and collecting the data for the audit.
- We are currently ahead of pace with our budgeted numbers with the housing boom in Townsend.
- Saturday I will be attending the Fire Hall Annual Banquet and will present the fire impact fee check to them. Believe they will be pleased.

b. Public Works: Chair – CM Rudy Sutton

- Will have some selections for the sign in front of 141 Main Street at the workshop for Council to look at.
- CW Gorman stated in previous minutes it states we spent between \$12,000-\$14,000 on furniture for 141 Main Street. I requested the purchase order proposal and it is for \$21,625.00. I feel the true price needs reflected in the minutes. CW Gorman asked if there are any other requisitions for furniture and was told no. She then asked if we are bringing the current furniture with us to 141 Main Street. We can potentially use an old desk in the basement for George to work on things and feels all the furniture can be utilized in the future.
- Mayor said we are bringing it with us and the conference table is going to be refinished and will go into the sun room.

c. Land Use & Development: Chair – Jermaine Hatton

- We will have a public hearing on 2/3/16 at 7:00 pm for the request from the new owners at 605 and 615 Cannery Lane to rezone the property from commercial to industrial. This did go before the PLUS review committee and they are still waiting on more comments to come back, but before we can move forward we have to have a public hearing. Residents will be able to voice their concerns in the public hearing.
- A violation letter was sent to the owner of this property for storing equipment on the lot before the zoning change. The only equipment being stored there is what is being used at 141 Main Street.
- Mrs. Albert asked when Council would vote on this issue.

- After discussion, it was established that the zoning committee has already met and given their recommendation to Council so TA Townsend stated Council could actually vote on the issue in the Council meeting that follows the public hearing.
 - Mrs. Albert verified the violation letter was sent in December and gave them 30 days to clean the site up. She said she asked because the dirt pile grows daily.
 - TE Hyne explained they have 30 days to prove what equipment is being used at 141 Main Street and have to remove the rest. They are not to haul any more dirt there and must stabilize what dirt has already been hauled to the site.
 - Mr. Albert verified they were given 2 weeks to get the paving done at 141 Main Street, which means more equipment will be moved out as they finish with it on the job and was told yes.
 - Mayor Hatton stated this will all be addressed in the public meeting.
- d. Public Safety: Chair – CM John Ness
- Lt. Hudak apologized for not being her, had nothing to report.
 - If you have any issues, please let me know and I'll contact Lt. Hudak.
 - DelDot put orange posts up at the intersection of Main Street and Route 71 to prevent people from going around turning cars.
 - Talked to the police and the school district about the illegal drug activity. We may try to schedule a meeting in conjunction with the school and Rep. Spiegelman for some speakers to talk and give us information about drugs.
 - ECM, our Code Red provider is having a video conference on Friday. There is a free mobile app authorized users can download on their phone so we can do announcements through our phones rather than using a PC.
 - Ms. Sturgis stated she knows the bump outs were put on Main Street to slow traffic down but it isn't working. She said her van was hit Sunday night, it is the 5th vehicle hit in front of my house, one was a hit and run and 3 of the vehicles were totaled. My insurance company will be here to assess the damage tomorrow and will probably total it. There have been other vehicles hit on Main Street besides mine because of people speeding too.
 - CM Ness said he talked to the police and DelDot to see what else can be done to slow people down, perhaps extra signage or reducing the speed limit. DelDot said they can't do anything else. Even before the bump outs there were accidents on Main Street. We can ask for extra police coverage but people see the police and slow down and speed back up as soon as they leave. Don't think there is anything we can do.
 - Mayor Hatton said he will call DelDot to see if something can be done, appears people are swinging out to go around the bump out and swerve over and hit vehicles in front of your house.
 - Mr. Norris, who also lives on Main Street across from the new Town Hall, said the presence of the police on Main Street in non-existent. He said he sees them on the side streets but rarely on Main Street unless they are leaving Town. Speeding is very bad on Main Street. The posts put up at Main and Route 71 don't work either, people just run over them to go around turning traffic. There is going to be a bad accident there and someone is going to get killed.
 - Mayor Hatton said he talks to DelDot at least 3 times a week about the intersection. The whole intersection needs redone, just not enough land right now. Took some land from Walgreens and Dollar General when they went in but still not enough. He added he calls Dover about the intersection continually also.
- e. Parks & Recreation: Chair – CW Lorraine Gorman
- We will be planting a butterfly garden at the new Town Hall and Townsend Elementary is putting one in also. DE Nature Society is going to help with the project.
 - Mayor Hatton asked if the garden will be done in the spring and was told yes.
 - Mayor Hatton asked if it could go by the pond.
 - TE Hyne said it could go around the pond but not in it.
 - CW Gorman said it would be better next to the building so it can be labeled.

VIII. Citizens Comments & Participation

- a. Rep. Spiegelman said a new state agency called Animal Welfare in Dover will be handling any rabid animal calls in the future. They are just getting started up.

IX. Adjournment: 8:20 pm, CM Ness motioned, CW Gorman seconded with unanimous vote.