



Townsend Council Meeting Minutes July 6, 2016

7:15 pm – Public Hearing

- I. Call to Order: 7:17 pm
- II. Roll Call: Mayor Rudy Sutton, CW Lorraine Gorman, CW Cindy Cook, TE Owen Hyne, TA Fred Townsend, TC Cathy Beaver (CM Jermaine Hatton, CM John Ness and TM Dawson Green not in attendance)
- III. Pledge of Allegiance: Pledge was said
- IV. Visitors: 10 residents
- V. Final reading of Ordinance No. 16-05, Town Fee Schedule
- VI. Final reading of Ordinance No. 16-06, Parking Restrictions on Main Street, west of railroad tracks to Town limits
 - Mayor Sutton explained that because there is no quorum, nothing can be voted on. The final readings of both ordinances will be tabled until the 7/20/16 Council meeting.
 - TA Townsend added there could be a discussion held if any of the residents had questions.
 - When asked, Mayor Sutton explained the Town fee schedule is a consolidation of all the fees scattered throughout many ordinances. This way, all fees are listed in one ordinance.
 - It was also explained that Ordinance No. 16-06 will prevent any parking on Main Street west of the railroad tracks. There has been a huge problem with semi-trucks parking in front of the grainary waiting for it to open at 7:30 am. The trucks sit and idle and block an entire lane causing other vehicles to go around them. They arrive to park on Main Street as early as 5:00 am. There have been some very close accidents and we are in hopes of preventing anything bad happening.
 - Mayor Sutton added the Town is taking one step at a time to try and make the Town a better place for all.
- VII. Adjournment: 7:34 pm

7:30 pm – Council Meeting

- I. Call to Order: 7:34
- II. Opening Ceremonies
 - a. Roll Call: Mayor Rudy Sutton, CW Lorraine Gorman, CW Cindy Cook, TE Owen Hyne, TA Fred Townsend, TC Cathy Beaver
 - b. Pledge of Allegiance: Pledge was said.
 - c. Recognition of Visitors: 10 residents
 - d. Announcements: Great things are happening in Townsend; we are moving forward and seeing projects coming to a close. Looking at different avenues to bring more resources to Town also.
 - Since there isn't a quorum, we will now move down to the Mayors report.
- III. Additions/Deletions to Published Agenda:
- IV. Council Minutes
 - a. Approval of April 20, 2016 Council Workshop Minutes
 - b. Approval of May 18, 2016 Council Workshop Minutes
 - c. Approval of minutes tabled to 7/20/16 meeting.
- V. Mayors Report
 - a. Recognition of Lifehouse Church
 - As most are aware, Lifehouse Church purchased the land in front of TVII East where the “Shoppes of Townsend” were going to be. We are very happy Lifehouse chose Townsend for their home and are always grateful for all the church does for the Town. Feel the land is priceless now.
 - Mayor Sutton had CW Cook read a certificate of appreciation written for Lifehouse Church. We are waiting on 2 more Council signatures and once we get them we will see to it that the Church gets the certificate.
 - b. Vote to approve Ordinance No. 16-05, Town Fee Schedule – tabled to 7/20/16 meeting
 - c. Vote to approve Ordinance No. 16-06, Parking restrictions on Main Street, west of railroad tracks to Town limits – tabled to 7/20/16 meeting
 - d. Committee Re-Organization – tabled to 7/20/16 meeting
- VI. Reports
 - a. State Police: Lt. Anthony Hudak/Cpl1 Heather Imhof
 - Mayor Sutton said the police could not attend and CM Ness is not here either.
 - He added that CM Ness is researching again to see if Townsend can start their own small police force.
 - b. Representative Jeff Spiegelman

- Rep Jeff congratulated Mayor Sutton on his appointment as Mayor.
 - They were in session on June 30th until 5:00 am.
 - MSA was not changed; Townsend will get the same amount as last year.
 - It was added into the bond for Town projects using CTF or state money that the Town does not have to use prevailing wage which will save the Town a lot of money.
 - The bill that mandated all projects had to be union projects using labor from inside the district, never made it to the floor for a vote.
 - The sex offender bill never made it to the floor for a vote.
 - The only bill that made it to the floor states that municipalities cannot pass breed specific ordinances that pertain to dogs.
 - The handicap parking bill didn't make it to the floor.
 - All of these bills can be presented again in January when we go back into session, but would have to be re-introduced from scratch. When we go back into session, it will be the start of the 149th general session.
- c. Townsend Fire Department: no one here
- d. Town Attorney Fred Townsend III:
- Received a schedule order for Grassbusters. The trial will be May 8, 2017, if it goes to trial. It is now in the discovery process with many intermediary dates in between. This is very common and will be a lengthy process.
 - Mayor Sutton asked if this was a date Grassbusters asked for with it so far out and TA Townsend said it is a court decision. It gives plenty of time to resolve the issue by agreement prior to court.
 - Have reviewed the charter and the Town must publish a fair summary of an ordinance and post notice of all meetings which is all being done.
- e. Town Engineer Owen Hyne:
- Prior to tonight's meeting the neighbor came over and said the lights on the east side of the Town Hall come on and shine in her windows from 9:30 pm – 5:30 am every night. I told her I will email TM Green about this issue.
 - CW Gorman asked about the covers Mrs. Huff talked about and TE Hyne said you want light directed down to control light pollution, like on the back of the building. He added he will look into it.
 - Town Hall – building work has a punch list the Mayor Sutton, Dave and the contractor need to go over and then the inside will be done.
 - Site work – had some sidewalk poured. The solicitor is working on contractual issues. Contractor is being fined daily, pushing to get the work done but we want quality work. When issues come up, I notify everyone.
 - TVI – Phase I and II (front of development) – curb repairs are done, paving is done. There is some missing top soil and a piece of sidewalk missing that will be done.
 - Phase 3b & 3c (back of development) – home construction is continuing, waiting on the inspection escrow check.
 - TVII East – waiting for final paving, it is nearly built out.
 - Waiting on Verizon to move their wires to resolve the utility pole issue in TVII East which is blocking some of the paving work.
 - TVII West – paving work being done, Wiggins Mill Frontage Road paving has some damage to be fixed before being dedicated to the Town.
 - CW Cook said Suppi was working out here last Saturday and the inspector shut him down as he had no flaggers.
 - There was a long discussion about Suppi Construction and their work ethics. TE Hyne said they are supposed to be working on the Ginn Street entrance tomorrow.
 - Mr. Bates asked if the Town bears additional cost for the weekends Suppi works and TE Hyne said no; the Town has not incurred any additional fees and if they do it will be added to the liquidated damages.
 - CW Gorman said a vendor used a long extension cord to the electric box by the pavilion and it kept tripping the breaker which caused the movie to go out 3 times. She asked TE Hyne if this is the way it is supposed to work and was told yes, it is a safety precaution.
- f. Town Manager Dawson Green:
- Mayor Sutton said TM Green is on vacation and read his report as follows:
 - I.** 42 new home construction building permits were issued as of 6/30/16.
 - II.** All of the remaining FY 2015 audit issues have been resolved.
 - III.** The Colored School located at 200 Finley Street has been demolished.
 - IV.** The End of Year Routine (EOYR) for FY 2016 has been performed within Edmunds and now we are working in FY 2017. We have the ability to work in the prior FY 2016 for 90 days if needed.

- V. NCC has emailed the property assessment files for 2016/2017. Need to work with Edmunds to import the files so that property taxes can be mailed by the end of this week or the beginning of next week.
- VI. Should be receiving 2 quotes for the solar design and install by the end of this week. In the meantime, will continue to get more quotes.
- VII. Spoke to the contractor concerning the flag poles; was supposed to be addressing last week, not sure what happened. Reached out to him, waiting to hear back.
- VIII. This is a reminder to residents in reference to trash and recycle pick-up:
 - a. Each resident is to receive only one trash container and 1 recycling container at the time of signing up/registering for services with the Town.
 - b. Any additional trash containers will result in an extra cost to residents that will need to be paid directly to Waste Industries before it will be delivered. Residents may request an additional recycling container at NO cost.
 - c. Normal protocol is the allowance for the pickup of the one trash and one recycling container distributed by Waste Industries, as well as three bags and one bulk item.
 - d. If additional trash containers are placed curbside without being purchased through Waste Industries or are not their containers; it may be done as a one-time courtesy.

VII. Committee Reports

- a. Finance: Chair – CM Jermaine Hatton – not at meeting
 - Mayor Sutton read CM Hatton’s report as follows:
 - I. A representative from Roland & Johnson will be present in executive session to report on the 2015 audit.
 - II. Mr. Bates asked why it will be done in executive session.
 - III. Mayor Sutton stated he can’t answer that question, CM Hatton sent this email an hour ago.
 - IV. TA Townsend added there would have to be a legal reason to do this in executive session; it may not be done in executive session.
- b. Public Works: Chair – Mayor Rudy Sutton
 - Relocation of storage containers
 - I. The Carter family is ready for us to move the storage containers from the old Town Hall. I have suggested we put them on the Finley Street property; put crusher run down and place them on it. The boxes can’t come here or to the park. We will discuss and vote on this when all of Council is present.
 - Discussion/possible vote to change scope of work for Bailey’s Landscaping at 141 Main Street – tabled to 7/20/16 meeting.
- c. Land Use & Development: Chair – CM Jermaine Hatton
 - Introduction of Ordinance No. 16-07 – Change of Land Use for property located at 307 Main Street
 - Introduction of Ordinance No. 16-08 – Adoption of new Zoning Map to show property located at 307 Main Street as being zoned residential
 - Both Ordinance’s tabled to 7/20/16 meeting
- d. Community Relations: Chairs – CW Cindy Cook – nothing to report
- e. Public Safety: Chair – CM John Ness – not here
 - Mr. Fitzhugh asked if the bump outs on Main Street will ever be marked or painted.
 - TE Hyne stated it was never part of the plan. He added that TM Green and DelDot walked Main Street and looked at options for safety; not sure what they came up with but will follow up with TM Green.
- f. Parks & Recreation: Chair – CW Lorraine Gorman
 - Discussion on memorial donation for skate park
 - I. Mayor Sutton introduced Mr. Banks who lost his grandson a month ago in a car accident.
 - II. Mr. Banks said his grandson, Logan, used the skate park daily. The family is not asking for funding but would like to add a piece to the skatepark with a plaque with Logan’s name on it. If anyone wants to donate funds, we will take them.
 - III. CW Gorman said several years ago, another family came to us and wanted to put a bench in with a “in memory of” plaque and Council decided we didn’t want the park as a memory park.
 - IV. Mr. Banks asked if they could put a piece in without the plaque and was told yes.
 - V. CW Gorman and Mr. Banks discussed this project and will work together on it.
 - VI. CW Cook said she thinks it is a wonderful gesture and has shared the pictures Mr. Banks presented of different pieces they are considering with the residents in attendance tonight.
 - Park Maintenance
 - I. There are a lot of beetles in the trees at the park; have been sprayed.
 - II. The new Konox box was delivered last week.
 - III. Mulching the park is in progress.

