

**TOWN OF TOWNSEND**  
**October 3, 2012**  
**Council Meeting Minutes**

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**7:15 pm – Public Hearing**

- I. Call to Order: 7:15 pm
  - II. Roll Call: Mayor Joel Esler, CW Karen Jennings, CM John Ness, CM Dwain Haines, CM Jermaine Hatton, Attorney Fred Townsend, Engineer Tom Wilkes, ES Cathy Beaver
  - III. Third and Final Reading/Adoption – Ordinance No. 12-05 – Grass Ordinance Revision – CM John Ness
    - a. CM Ness explained this revision only changes the price per hour the Town charges to mow grass from \$50.00 to \$75.00 per hour.
    - b. *CM Ness motioned, CM Hatton seconded to read the ordinance by title only. Vote – unanimous*
    - c. *CM Ness motioned, CM Hatton seconded with unanimous vote to adopt Ordinance No. 12-05.*
  - IV. Adjournment: 7:20 pm, CM Ness motioned, CM Hatton seconded with unanimous vote.
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**7:30 pm – Council Meeting**

- I. **Call to Order:** 7:30 pm
- II. **Opening Ceremonies**
  - a. Roll Call: Mayor Joel Esler, CW Karen Jennings, CM John Ness, CM Dwain Haines, CM Jermaine Hatton, Attorney Fred Townsend, Engineer Tom Wilkes, TM Dawson Green, ES Cathy Beaver
  - b. Pledge of Allegiance: Pledge was said.
  - c. Recognition of Visitors: 9 visitors
  - d. Announcements:
    - Mayor Esler stated he felt the Town Fair was a success. All money made from the fair will go back into the maintenance of the park.
    - Mrs. Lorraine Gorman was presented the volunteer of the year award by the Town of Townsend for 2012 at the Town fair on Saturday, September 22, 2012.
    - Thank you to all that turned out for our annual parade and fair on September 22, with special thanks to all the volunteers.
    - Bids for Town Hall advertised and will be opened at the October 24, 2012 workshop.
    - Office closed Monday, October 8, 2012 for Columbus Day.
    - Sandy Sturgis said she brought her grandchildren to the fair around 1:30 pm, bought tickets for the games and there were no games to play as no one was running the games.
    - Mayor Esler stated many of the volunteers had to leave around 12:00.
    - Ms. Sturgis said she knows of three volunteers that left at 2:00 because Council was there and wouldn't help, they said they were told to shut the games down if they couldn't run them. I spent money on tickets that couldn't be used. I wasn't the only one who bought tickets and couldn't use them, others were standing around also. CM Haines was running a game, I'd like to know why the other Council members that were there couldn't assist and help run the games, what were they doing?
    - Mayor Esler said he was there until the end and knows several other Council members were too. Everyone had a job to do; we will try and do better next year.
    - CM Ness said they did what they could; he was there to set up and tear down. If you don't have enough volunteers, not much you can do, one person can't be everywhere.
    - Ms. Sturgis stated you should have quit selling tickets then.
    - Mayor Esler stated if anyone still has tickets they can bring them to the Town Hall for a refund.
- III. **Additions/Deletions to Published Agenda:**
  - a. Mayor Esler added Halloween hours under parks.
  - b. CM Haines deleted storm water management.
  - c. CW Jennings deleted energy and environment.
  - d. CM Ness motioned, CM Hatton seconded with unanimous vote to accept agenda.
- IV. **Council Minutes**
  - August 22, 2012 Workshop minutes approved at workshop
  - September 5, 2012 Council minutes approved at workshop
  - Copies on back table
- V. **Reports of the Officers**
  - a. State Representative: Quinn Johnson

- Last official meeting I will represent you; next meeting is day after elections. Has been my honor and thank you for permitting me to represent you the last 4 years. We have done a lot, major and minor.
  - We are working on workman's compensation increase, will have meetings before the election to try and square away.
  - Mr. Emsley stated this is a serious increase, is there anything that can be done about it.
  - Quinn said everyone needs to pressure the insurance commissioner, there are two issues concerning this increase, one is why it is so much and two is how did we get to the point we need to do this.
  - Quinn was asked to attend next month's meeting and stated he would.
- b. Townsend Fire Department: Keith Shoemaker/Jeff Dawson
- Ladies Aux having a craft show 11/10/12, 8:00 am – 2:00 pm
  - Halloween party is 10/22/12 at 6:30 pm

## **VI. Reports**

- a. Fred Townsend III, Attorney: nothing to report
- b. Tom Wilkes, Engineer:
- Town Hall bids will be opened at the workshop on 10/24/12 at 6:00 pm.
  - Deldot has asked for additional documentation for the streetscape which I will provide.
- c. Dawson Green, Town Manager:
- Two Caesar Rodney signs were ordered for Townsend Station, the small green signs will be taken down.
  - Started construction on the veteran's plaque at the park on Monday.
  - Three new home permits were issued last month.

## **VII. Committee Reports**

- a. Finance Committee: Chair – CM Jermaine Hatton
- Met with Tony from Metlife and our portfolio is doing very well.
  - Finance Report
    - a. Total Assets: \$3,449,993.98
    - b. Total liabilities & equity: \$3,418,920.76
- b. Streets Committee: Chair – CM Dwain Haines
- Would like to get some trees trimmed, have to walk in the street to get around them growing over sidewalk. One next to Townsend Elementary School and one at the corner of Main and South Streets.
  - TM Green said the one next to the school is an enclave and he will call NCC.
  - CM Haines said he will put a work order in with the state tomorrow for this tree.
  - Asked Council if we could send a memo out asking residents to pick up the Transcripts from their driveways and throw them away. It was suggested we put a note in the trash bills and put it on the website and facebook pages.
  - CM Ness said he will call the Transcript about this.
  - There are coupons in the Transcript, please bring them to the Town Hall to be mailed to our veterans.
- c. Storm Water Management Committee: Chair – CM Dwain Haines – deleted from agenda
- d. Zoning Committee: Chair – CM Jermaine Hatton
- IPA Zoning Map Proposal
    - I. Received the proposal last week to update our zoning maps and get into compliance, signed it today. Will have new maps by end of year.
- e. Health & Public Welfare Committee: Chair – CM John Ness
- Parents picking up and dropping off their children for school are crowding the turn, stop sign and entrance at Main Street and Edgar Road where people have to turn into and out of Townsend Village and larger vehicles have trouble with the turn. This is a safety issue. The cars are also blocking resident's driveways. Every day I stop and ask parents to back up and not block the entrance and they are back the next day. I am asking the schools to send announcements to the parents about this and the bus director is working with us. Considered moving the bus stop to the park but the buses can't do the turn at the circle.
  - Ms. Sturgis suggested "No Parking from here to Corner" signs.

- Mayor Esler suggested talking with the developer about making the empty lot coming into the development (next to the park) a bus stop, it may alleviate the problem.
- f. Veterans Committee: Co-Chairs – Mayor Joel Esler & CM Dwain Haines
  - Veteran plaque construction has started at the park between the flagpoles and the tree.
  - The tree is not doing well, believe it may be dead.
  - There is a light out at the war memorial, needs replaced.
  - Lynne Newlin asked when the plaque would be done and Mayor Esler said quickly, he would like to have a formal dedication on Veteran’s Day if possible.
- g. Energy & Environment Committee: Chair – CW Karen Jennings – deleted from agenda
  - Townsend Wildlife Habitat Project
  - Astronomy Night in the Park
- h. Police Committee: Chair – CM John Ness
  - Lt. LaMarche and the Captain are retiring end of month, met with the new Lt. to review Town concerns; he should be available for next month’s meeting.
- i. Parks & Recreation Committee: Chair – Mayor Joel Esler
  - Trick or Treat Hours
  - Curfew on 10/30 and 10/31
  - *CW Jennings motioned, CM Ness seconded to set trick or treat hours as 6:00 pm – 9:00 pm on 10/31 with a curfew of 10:00 pm on both 10/30 and 10/31. Vote-unanimous.*
  - CM Ness stated by ordinance we have a 10:00 pm curfew and this is a statement to enforce it. He will also talk to the police about patrolling both nights.

**VIII. Unfinished Business - none**

**IX. New Business**

- a. Email solution – Mayor Joel Esler
  - Mayor Esler stated we are having problems with our email server at the Town Hall.
  - *CM Ness motioned, CM Hatton seconded with unanimous vote to table the discussion for the workshop.*
- b. Construction Management Services – Tom Wilkes
  - Tom asked Council to consider RVB’s proposal for construction management for the streetscape. DelDot is requesting this before approval.
  - After a discussion between CM Hatton and Tom about the different cost amounts and the new numbers Tom has tonight, CM Hatton said a decision cannot be made tonight; he needs to review the numbers first at the workshop and ensure the Town won’t have any additional costs.
  - *CM Hatton motioned, CM Ness seconded with unanimous vote to move the approval of a streetscape construction management firm to the workshop.*

**X. Citizens Comments & Participation**

- a. Mr. Emsley asked about the FOIA request mentioned in the workshop minutes and was told the request was for documents and was provided to the requester.
- b. Mr. Emsley commended the Town for getting more than he ever anticipated at the auction for the Lupo home and said the new owner is really working hard.

**XI. Adjournment:** 8:25 pm, CM Ness motioned, CW Jennings seconded with unanimous vote.

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**Please be advised that this Agenda is subject to amendment in accordance with FOIA. Agenda items are subject to deletion at any time, including during the course of the meeting.**