



## Townsend Council Meeting Minutes November 1, 2017

### 7:30 pm – Council Meeting

- I. Call to Order: 7:30 pm
- II. Opening Ceremonies
  - a. Roll Call: Mayor Rudy Sutton, CM Jermaine Hatton, CW Lorraine Gorman, CW Cindy Cook, CM Steve High, TA Fred Townsend, TE June Andres, TM Dawson Green, TC Cathy Beaver
  - b. Pledge of Allegiance: Pledge was said.
  - c. Recognition of Visitors: 8
  - d. Announcements:
    - Town Hall closed Friday, 11/10 for Veterans Day
    - Town Hall closed Thursday and Friday, 11/23 & 11/24 for Thanksgiving
- III. Additions/Deletions to Published Agenda:
  - a. CM Hatton asked to delete 6a and 6b.
  - b. CW Gorman motioned, CM High Seconded with unanimous vote to accept the agenda with the above deletions.
- IV. Council Minutes
  - a. Approval of 9/6/17 Council minutes
  - b. Approval of 9/20/17 Workshop minutes
  - c. Approval of 10/4/17 Council minutes
  - d. Approval of 10/18/17 Workshop minutes
    - CM Hatton motioned, CM High seconded with unanimous vote to accept all of the above minutes as written.
- V. Mayors Report
  - a. Discussion about Ordinance No 17-04, Streetlight fees and process
    - Mayor Sutton said residents have asked what the fee for the streetlights will be and several numbers have been thrown out there. The numbers CM Hatton gave stand firm, and the streetlight fee will be \$13.00 per parcel. There will be 2 line items on the trash bill, one will be the trash bill, the second will be the light bill.
    - TM Green said he has to contact Edmunds to design the new bill before we know what kind of paper to order. CM Hatton added he believes the postcard will have to go up one size.
  - b. Re-schedule/Cancel 11/22/17 Workshop
    - Mayor Sutton stated this came up at the last meeting but we had no quorum to vote on it. The workshop is scheduled the day before Thanksgiving; Council can either cancel the meeting or re-schedule it.
    - CM Hatton said if the Planning Commission has anything that Council needs to discuss, the meeting should be re-scheduled.
    - Ms. Albert said there was nothing at this time.
    - CM Hatton motioned, CM High seconded with unanimous vote to cancel the 11/22/17 workshop meeting.
    - The next Council meeting will be held on 12/6/17.
    - CM Hatton reminded all that a public hearing for zoning changes must be posted 15 days prior to the meeting.
- VI. Reports
  - a. State Police: Lt. Anthony Hudak – not here
  - b. Representative Jeff Spiegelman – not here

- c. Town Attorney Fred Townsend III:
- TA Townsend said any meeting can be cancelled but the Mayor can always schedule an additional meeting as long as it is posted 7 days prior to the meeting.
  - Ms. Albert verified the Planning Commission could also schedule a special meeting with 7 days prior posting notice and was told yes.
- d. Town Engineer Aquilino Andres Jr.:
- Still processing new home permits; nothing else to report.
  - Mayor Sutton asked if there has been any dialogue with Mark Sapperstein.
  - TE Andres said no, he didn't expect any but he did send the package.
  - CM Hatton asked if it was sent certified mail and was told no; CM Hatton said we have no way of knowing if Mark received the package.
  - Mayor Sutton asked TE Andres to check the speed limit signs in TVII West that were just installed. He said they appear to be too low and he is sure there is a code for it.
  - TA Andres said DelDot does have standards for the height and he will check into it.
- e. Town Manager Dawson Green:
- Talked to the man in the mysterious car at the park during bus loading and unloading times. He plays Pokeman Go and goes to the park on his way to and from work.
  - Spoke with Delmarva about the lights on Main Street. There are lots of poles on Main but only 3 lights.
  - When I leave the meeting tonight I will go to Edgar Road to ensure the lights from 104 to 128 Edgar Road are working.
  - CM High stated the light at Helen and Edgar flickers and TM Green said he has reported it.
  - TM Green said there was a lot of standing water at Dollar General when it rained overnight a couple weeks ago. He added he contacted DelDot as he wants to stay ahead of the issues prior to the bad weather. When they fixed the one area in the past it created more problems.
  - Mr. Albert suggested TM Green find out if the Town is still paying rent for the light poles on Main Street even though there are no lights on them. Per his research, the Town is still renting the poles. TM Green stated he will call Delmarva.
  - TA Townsend recommended TM Green get the pole numbers the Town pays rent on.
  - Mr. Dugan asked why the streetlights weren't given to the Town, we shouldn't have to rent them. He told TA Townsend he submitted a FOIA request; he wants to see the streetlight contract. It should be a stipulation in the contract for the next phase that the Town owns the lights and they must all be LED. He added that he spoke to CM Powers (from the county) and he stated the county turns all lights over to HOA's, has never heard of paying rent on the poles.
  - Mr. Haines asked if the lights in the next streetscape phase will be LED – they would be cheaper.
  - Mayor Sutton said he doesn't have confirmation from DelDot on this yet.
  - Mr. Emsley asked how many parcels are in Old Town, the 2 numbers give were 150 and 204; that is a big difference. He added he understands lots will be billed for the streetlights also, even though there is no home on it. He said he believes Old Town is still going to subsidize the developments.
  - CM High directed TM Green to get an accurate number of parcels in Old Town.
  - Mrs. Albert asked if residents that don't have trash service will get a light bill and was told yes.
  - Mayor Sutton told the residents that he appreciates everyone's input on the streetlight issue and Council has learned a lot. They are trying to do this right.

- CW Cook added this has been discussed at length and Council is moving forward but she made it very clear that the numbers can be changed in the future; our vision is to light up all of the Town.

## VII. Committee Reports

### a. Finance: CM Jermaine Hatton

- Talked to Debbie Horn and she is sending some additional documentation showing the work they did on the audit.
- Mr. Haines asked how much this audit will cost?
- CM Hatton said we haven't received a bill yet but he will report on it at the December meeting.

### b. Public Works: Mayor Rudy Sutton

- Met with a man from Wilmington to discuss the rehab program they have for low income residents. The City loans the resident money (low or no interest) to fix their home up and it is paid back with the sale of the home. This has helped clean the City up. We have a historic Town and if we can get access to this program, we could help our low to mid income residents fix their homes. Will have more information at the next meeting and will discuss this with the finance chair to see the feasibility of doing this.
- CM High asked if this is a County or State program and Mayor Sutton said it is a City or in our case – Town program. The County and State have nothing to do with it.
- Mrs. Albert said she is looking into a State program, that is called the Downtown Development Program; it has been around a long time. Because we don't have a historic commission in Town, we won't have to follow the historic guidelines and could possibly fix up the heart of Town.

### c. Land Use & Development: CM Jermaine Hatton & CW Lorraine Gorman

- Discussion/possible vote to forward annexation request from Herminio Cisneros and variance and zoning requests from Herminio Cisneros and the Carter family to the Planning Commission
  - I. CM Hatton said we have a couple parcels that have requested to be annexed into Town from Rt 71. The parcel is contiguous to the Carter Farm.
  - II. CM Hatton motioned, CM High seconded with a unanimous vote to pass this to the Planning Commission to start the annexation process with recommendations to Council.
  - III. CM Hatton motioned, CM High seconded to pass the 2<sup>nd</sup> parcel to the Planning Commission to start the process with recommendations to Council.
  - IV. Mrs. Albert asked if she could get a copy of the 2 parcels requesting annexation for the Planning Commission.
  - V. CM Hatton clarified that it is only one parcel requesting annexation, the other parcel is requesting a zoning change if this annexation is approved.
- CW Gorman stated Council all have a copy of the rental ordinance in their folders; it is very large, a lot goes with it and thought it would be easier to read the hard copy. TM Green, Dave Naples and TA Townsend have all reviewed the ordinance. Please call or email me with any questions.
  - I. Mr. Emsley asked if there was a copy of this ordinance for the public to see and added he had offered to help with it.
  - II. CW Gorman said there will be copies available to the public once it is introduced in a public hearing. She felt Council should read it first.
- Planning Commission Survey & Contest
  - I. Mrs. Albert said this contest has been extended with no end date yet. She asked CW Gorman to suspend it from the Town website until the PC meets again.

- d. Veterans Committee: CM Steve High & CW Cindy Cook
  - Stockings for Soldiers
    - I. CW Cook said we are still looking for donations. CM High and I will deliver the donations to Wilmington in time for the stockings to be stuffed. Would love to see cards written for the Veterans.
  - CM High announced the VFW Post on Rt. 71 is having a breakfast buffet the third Sunday of each month; it is open to the public, \$8.00 per person and all proceeds benefit the auxiliary.
- e. Public Safety: CM Steve High
  - TM Green was able to resolve the car issue in the park, it was a man playing Pokeman on the way to and from work.
  - Mr. Haines told CM High that 4 men in a white car followed a young lady that lives on Commerce down the street razzing her. She is afraid to walk in Town now. My wife won't walk in Town anymore either.
- f. Parks & Recreation: CW Lorraine Gorman
  - Townsend Fire Company Open House – Saturday, November 4, 2017
    - I. This is a public service event the fire company is holding from 10:00 am – 1:30 pm. There will be other public servants in attendance and stuff for the children and child safety.
  - Christmas Caroling in the Park – Sunday, December 10, 2017
    - I. The tree lighting and caroling will probably start around 4:30 pm.
    - II. Immanuel Church will lead the caroling again this year.
    - III. We may add a canned good donation box.
  - A resident said Immanuel Church is having a dumpling dinner this weekend.
  - CW Cook asked for an update on the vandalism in the park.
  - CM High said he has the report which he will give to Cathy to file. He asked TA Townsend if we need to have a professional put the basketball hoop back up.
  - Mayor Sutton said a professional doesn't need to put the basketball pole back up, we can do it but we are looking at ways to prevent it from being taken down again. We need to get it up ASAP, we have the bolts and the entire unit – undamaged. We will probably mortar it when we put it back up.
  - Mayor Sutton asked TM Green to check with insurance to see what it would cost to fix the damage to his Town vehicle.

**VIII.** Citizens Comments & Participation: none

**XII.** Adjournment: 8:50 pm, CM Hatton motioned, CW Gorman seconded with unanimous vote.

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