



Townsend Council Meeting Minutes August 1, 2018

7:30 pm - Council Meeting

- I. Call to Order: 7:30 pm
- II. Opening Ceremonies
 - a. Roll Call: Mayor Rudy Sutton, CW Lorraine Gorman, CM Steve High, CM Ed Dugan, TE Ed Van-Otoo, TC Cathy Beaver
 - b. Pledge of Allegiance: Pledge was said.
 - c. Recognition of Visitors: 10
 - d. Announcements: Happy August!
- III. Additions/Deletions to Published Agenda:
 - a. CM High asked to delete 6a and 6c.
 - b. CW Gorman motioned, CM Dugan seconded with unanimous vote to approve the agenda with the 2 deletions.
- IV. Council Minutes
 - a. Approval of July 11, 2018 Council minutes
 - b. Approval of July 18, 2018 Council minutes
 - CM Dugan motioned, CW Gorman seconded with unanimous vote to approve the above minutes.
- V. Mayors Report
 - a. Nothing to report and no questions.
- VI. Reports
 - a. State Police: Master Corporal William Walker: - not here
 - b. Representative Jeff Spiegelman:
 - Apologized for missing the last few months of meetings; daughter is 8 months old.
 - General Assembly is out.
 - MSA funded at 6 million instead of 5 million this year.
 - Next year will be another fight about the budget structurally.
 - Looking forward to the Town Fair.
 - c. Town Attorney Fred Townsend III: not here
 - d. Town Engineer Ed Van-Otoo:
 - Dollar General has 3 existing utility poles; trying to find who is responsible for them. Verizon and Atlantic Broadband say it isn't theirs; still have to call Delmarva. He asked Council if they have any information on the poles.
 - CW Gorman said Commerce Street has double electric poles, old and new ones' side by side. They said to call them back when Atlantic BB gets their wires off the poles and they will take care of them.
 - TE Van-Otoo said he sent a comment letter to Karins Engineering re the Carter Farm to increase the entrance off South Street from 15 to 20 feet.
 - Mayor Sutton verified he is talking about the second egress that will be on Dexter Corner/Commerce Street and was told yes.
 - Mr. McDonald said the turning radius for a fire truck is much greater than a vehicle.
 - TE Van-Otoo said they are aware of that but there are land restrictions at the entrance. It will be 20' wide now. The main entrance is from Summit Bridge Road, this is the second entrance.
 - Mr. McDonald commented that they aren't taking into consideration the turning radius.
 - Mayor Sutton explained there are land restrictions there; originally this was only going to be an emergency entrance, but Council asked to have it as a second entrance to connect the residents to Town rather than alienate the development.

- Ms. Albert stated that with what we have learned with the other developments and the issue with them, some of the requirements going forward may have to be done by ordinance. If they aren't done for this development, it will be completely out of whack again. I know TE Van-Otoo wasn't here, but it is very important this one be done right. Developments now want to give back to the Town, be it a park or lights; it would be great to have them buy the street lights so the Town owns them once the development is done.
- CM Dugan said State and County requirements are different and asked what the street specs are per the Town code.
- Mr. Van-Otoo said he will look into it. He added he knows if exiting onto a state road it has to be wider but development roads not so much.
- CM Dugan said he understands that but asked if the County and State mandate wider streets in developments and does the Town have to go by their laws. We have some very narrow roads in this Town in the developments.
- Mr. Van-Otto said he will look into it.
- CW Gorman asked if the pavement will be the same width as in the other Town developments. We get a lot of complaints that emergency vehicles can't get in with the cars parked on both sides of the street.
- TE Van-Otoo said there are different rules for the state vs Town roads. He asked whom he should send correspondence to in the future; it used to go to Mr. Green.
- Mayor Sutton said to send it to him. He asked about the lighting at Hidden Branch; wants to ensure it will be LED lights.
- Mr. Van-Otoo stated they aren't that far into the discussions yet.

VII. Committee Reports

- Finance: Chair – Mayor Rudy Sutton
 - The Town received \$34,000+ in MSA funds this year. It will help us take care of some issues in Town this coming year. We have almost 4 miles of Town streets now.
 - Still haven't been able to confirm if the PNC software will be compatible with Edmunds yet.
- Public Works: Chair – CM Ed Dugan
 - Spoke with Rep Jeff this evening. I now know the direction to go to get lights on Main Street through the County and will speak to Bill Powers.
 - Mayor Sutton said he will forward an email from Dave Naples about road erosion in Town also. He then asked about the bid for the concrete repair in Townsend.
 - CM Dugan said there was no attachment and he will review it as soon as he gets it.
- Land Use & Development: Chair – CW Lorraine Gorman – deleted from agenda
- Veterans Committee: Co-Chairs – CW Cindy Cook & CM Steve High – nothing to report
- Public Safety: Chair – CM Steve High
 - Was hoping a trooper would be here. Did receive several emails about go carts running rampant in TS. Was going to hand it off to the police. We have an ordinance in Town; talked to one of the kids 3-4 weeks ago in front of the fire station and he said he would quit doing it – but it is summer.
 - Mrs. Dudley said with all the new people that have moved in TVII, the kids are doing the same thing in TVII East.
 - CM High stated he received emails with pictures from residents in TS and will add TVII East to the list for the police.
- Community Relations: Chair – CW Cindy Cook
 - Mayor Sutton said CW Cook sends her apologies for not making the meeting, she is working on college “stuff”.
- Discussion/possible vote to award Town Scholarship – not discussed
- Parks & Recreation: Chair – CW Lorraine Gorman
 - 3 Movies under the Stars
 - 8/10/18 – “Goonies”
 - This is an old movie, raindate is 8/11/18.
 - Iron Source is providing the lighting.
 - No concessions for this movie, bring your own snacks.
 - Annual Town Parade & Fair – 9/22/18

- I. Registrations rolling in consistently, have 60 vendors registered.
- II. Need to focus on the parade, need participants.
- III. Need volunteers.
- Ivonne and I will be going to a website meeting with the state on 8/13/18. They have revamped our website at no cost. Going into a new design; if you have anything you want added to the website after this, let us know and we will add it.
- Christmas Caroling in the Park – 12/9/18

VIII. Citizens Comments & Participation:

- a. Mr. McDonald said the runoff at Ginn and Gray Street is still an issue.
- b. Mayor Sutton said our inspector sent an email to the developer today about that area and several other areas about sediment control. We are working on getting it taken care of.
- c. CM Dugan added that Handler said they are adding more silt fence.
- d. Mr. McDonald asked Council if they have thought anymore about document control. He added Rep Jeff could help with this; big industry has been using it for 20 years.
- e. Mayor Sutton said not at this time, but we haven't forgotten about it; there is a lot going on, many complex issues we have been dealing with. We will look into it moving forward.
- f. Mr. Glanding said the culvert and railroad in front of his house is never mowed. Someone on a John Deere mows it on the Railroad Avenue side, but not my side. The culvert is stopped up and needs looked into.
- g. Mayor Sutton said we will look into the culvert, don't know who is cutting with a John Deere.
- h. Mr. Glanding said a man stopped and helped him open his garage door and he told me Walnut Street should be one way, it isn't wide enough for 2-way traffic.
- i. TE Van-Otoo stated the Town code says access for Town roads is 24'. It will need to be changed or the developer will refer back to it. State roads require 34'.
- j. Mayor Sutton asked what the code is for a main thruway in a development.
- k. TE Van-Otoo said he will have to check but believes it is 30'.
- l. Mayor Sutton said it would be better for all roads to be 30' and Mr. Van-Otoo said he will contact Handler tomorrow.
- m. Ms. Albert said at the previous meeting the engineer firm was going to do a review of the stormwater drains.
- n. TE Van-Otoo said TE June updated the review and talked to Mr. Green about it who said it is in a holding pattern.
- o. Ms. Albert said part of the drainage issue on Taylor Street is it runs down my side of the road, goes under the street and drains down to a ditch and to the bridge on Wiggins Mill Road. Railroad Avenue drains down to the ditch under the bridge also.
- p. Mr. Van-Otoo said he verified TE June sent the report and Ms. Albert verified it was sent to Mr. Green. She added that is why nothing was done.

IX. Motion to Recess for Executive Session: 8:26 pm, CW Gorman motioned, CM Dugan seconded with unanimous vote.

X. Motion to Convene Executive Session:

- a. In accordance to 29 Del. C. §10004 (b) (4) the Town Council will be meeting in executive session to discuss personnel matters.

XI. Motion to close Executive Session & Re-Convene Council Meeting

XII. Adjournment: