



Townsend Council Meeting Minutes September 19, 2018

7:00 pm – Council Meeting

- I. Call to Order: 7:02 pm
- II. Opening Ceremonies
 - a. Roll Call: Mayor Rudy Sutton, CW Lorraine Gorman, CM Steve High, CM Ed Dugan, TE Ed Van-Otoo, TA Fred Townsend, TC Cathy Beaver
 - b. Pledge of Allegiance: The pledge was said.
 - c. Recognition of Visitors: 2
 - d. Announcements: Office closed October 8, 2018 for Columbus Day
- III. Additions/Deletions to Published Agenda:
 - a. CM High asked to delete 6d and 6f.
 - b. CW Gorman motioned, CM Dugan seconded with a unanimous vote to accept the agenda with the above deletions.
- IV. Mayors Report
 - a. Spoke with some neighboring church leaders that feel the need to do something for the Town; all are from the MOT area. We are meeting here on Friday, September 28th at 1:00 pm. All are welcome to attend if you wish.
- V. Reports
 - a. Town Attorney Fred Townsend III:
 - Spoke with TE Van-Otoo about the punch list for TVII West/Sapperstein. Once the list is finalized we will see how responsive he is and see if he co-operates better than in the past.
 - b. Town Engineer Edwin Van-Otoo:
 - I emailed the TVII punch list to Council. CW Gorman then passed it to the TVII HOA for review. Most of comments were the same as mine.
 - CW Gorman said she received another report today from the residents in TVII East and will forward it to TE Van-Otoo tomorrow.
 - The flow chart is still in the preliminary stages, the PC has several comments on it but we are almost there.
 - TA Townsend said by law the PC can make comments and recommendations, but they can't hold a process up. I will study the flow chart again and get back to Council.
 - Mayor Sutton said he received the punch list for the Wiggins Mill Frontage Road from Tony Y today.
 - TE Van-Otoo said he told Tony about the pond issues and he seems very responsive; he is looking into the overgrowth of the pond.
 - Mayor Sutton said it appears the frontage road will be turned over to Town much quicker than TVII West.
- VI. Committee Reports
 - a. Finance: Chair – Mayor Rudy Sutton
 - Will make sure we have a finance report for the 10/3/18 meeting.
 - b. Public Works: Chair – CM Ed Dugan
 - There is a property in TVII West with excessive runoff. They appear to have 2 sump pumps hooked up and are diverting water. Am going to call Artesian to ensure there is no leak. If there is no leak, will have to address the issue with the homeowner; there is too much water for one lot to be issuing.
 - Am going to talk to Senator Ennis about getting a no outlet sign put up on Taylor Street by Cherry Street. Will also call Delmarva to let them know that the light at the end of Taylor is a hazard.

- Have been to 300 Main Street several times, no one ever answers the door. Left a note for the homeowner to call me. The back yard is the worst I have ever seen. Will also draft a letter to mail.
 - Dave Naples sent a NOV a month ago; the Town will probably need to hire someone to take care of this yard.
 - Mayor Sutton said the home on Esch Street has 2 sump pumps and has a continuous flow of water they are diverting to the street.
 - Mr. McDonald said the Town had an aquaflo test done years ago and it was only 2' to water. There are underground springs also, and the spring moves. He asked if new homeowners are being told about the high-water issue or are the developer's doing something extra, so they don't have wet basements and flooding.
 - TE Van-Otoo said it should be disclosed at settlement. TA Townsend added there is a property condition report that the seller has to disclose everything.
 - Discussion on Town sidewalk repairs – not discussed
- c. Land Use & Development: Chair – CW Lorraine Gorman
- As stated earlier, the flow chart is in the works.
- d. Community Relations: Chair – CW Cindy Cook - deleted
- e. Veterans Committee: Co-Chairs – CW Cindy Cook & CM Steve High
- I. On Friday, 9/21/18 there will be a Veteran stand down at Schutte Park, 1 Electric Avenue, Dover from 1:00 – 2:00 pm. There will be many resources that veterans can sign up for, dental, health, etc. They will also be giving away clothing and coats.
 - II. CW Gorman said Cathy put a book of the Townsend Veteran pictures together; it will be at the fair for people to look through. It sits in our main lobby here and is a nice tribute to our veterans. We hope to get more pictures.
- f. Public Safety: Chair – CM Steve High - deleted
- g. Parks & Recreation: Chair – CW Lorraine Gorman
- Upcoming Events
 - I. Annual Town Fair and Parade – 9/22/18
 - a. We have 104 vendors, can't fit anymore in and 45 parade entries.
 - b. The Town table and PC table will be together at the fair this year.
 - c. Notices are going out tomorrow about the road closing for the fair and parade.
 - d. Received confirmation the police helicopter will land at 1:00 pm, providing they aren't on a call. There will be a K-9 demonstration and the mounted patrol will be there.
 - e. A schedule of all the events is on our website.
 - f. Lots of crafters this year; variety of good food, pet contest and good weather.
 - g. We have 4 judges for the parade this year, one from all 3 developments and 1 from old Town. They are: Thomas McDonald – Old Town, Samantha Golden – TS, Hector Romero – TVI and Sheryl Rojas – TVII.
 - h. The state swept the streets today and they look good.
 - i. CW Gorman asked all of Council to be at the park by 7:00 am to help set up for the fair.
 - II. Christmas Caroling in the Park – 12/9/18
- VII. Citizens Comments & Participation:
- a. Mr. McDonald asked if he could see the flow chart and was told yes, stop in the office and he can get a copy.
- VIII. Motion to Recess for Executive Session: 8:10 pm, CW Gorman motioned, CM Dugan seconded with unanimous vote.
- IX. 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.
- X. Motion to close Executive Session & Re-Convene Council Meeting
- XII. Adjournment: