



**Townsend Council Meeting Minutes**  
**January 8, 2020 @ 7:00 pm**  
**Townsend Town Hall, 141 Main Street**

**7:00 pm - Council Meeting**

- I.** Call to Order – Done. 7:02pm
- II.** Opening Ceremonies
  - a. Roll Call – CM P. Miller, CM A. Franco, M T. McDonald, CM S. Lobdell
  - b. Pledge of Allegiance -Done
  - c. Recognition of Visitors -H. Jennings, L. Gorman, CM D. Carter, Keith
  - d. Announcements – None.
- III.** Additions and Deletions to published Agenda-

M T. McDonald would like to discuss the meeting we are having on January 24, 2020 concerning the SNCC Master Sewage Plan, and A check presentation from Townsend to firehall for local impacts.

Motion to Approve additions to Agenda CM A. Franco, 2<sup>nd</sup> by CM P. Miller - Yea, Vote CM S. Lobdell - Yea, CM P. Miller - Yea and CM A. Franco-Yea. Motion Passed.
- IV.** Approval of Minutes
  - a. Approval/ Rejection of Council Minutes 12-4-2019

Motion to Approve CM A. Franco, 2<sup>nd</sup> by CM P. Miller - Yea, Vote CM S. Lobdell - Yea, CM P. Miller - Yea and CM A. Franco-Yea. Motion Passed
  - b. Approval/ Rejection of Council Minutes 12-18-2019

Motion to Approve CM A. Franco, 2<sup>nd</sup> by CM P. Miller, Vote CM S. Lobdell - Yea, CM P. Miller - Yea, and CM A. Franco - Yea. Motion Passed
- V.** Mayor's Report:
  - a. Quarterly Billing- Vote to amend Article II Disposition of Garbage, Trash and Rubbish, Section 46-24 Trash collection and Chapter 62 Utilities, Section 62-70 Street Light Fee of the Townsend Code of Ordinances to allow for quarterly billing for each.

Ordinance 20-01 read by CM S. Lobdell; Motion to Adopt change- CM P. Miller CM S. Lobdell Second, Vote CM P. Miller- Yea, CM A. Franco - Yea, CM S. Lobdell – Yea. Motion Approved.
  - b. @& SNCC Master Plan added into agenda. Mayor announced Meeting happening January 24, 2020 at 9:00 am at Town Hall. This is a public meeting on the sewer available to Townsend, DE. CM Carter, TM-A. Mangeri and M T. McDonald stress this is a 30-year plan. If we have a quorum the meeting can be public.
- VI.** Reports
  - a. @& State Police: Not Present Lt. Lloyd not present.
  - b. @& Town Attorney Fred Townsend III:

Report included review and amending charter 4.6.3 where the Mayor has no vote unless vote is tied. F. Townsend would like to discuss amending this charter.3 members make a quorum and the mayor is not counted toward a quorum and F. Townsend would like further review of this issue.

Our Code of Ordinances are out of date and there is a need to update and publish our code which can speak to later.
  - c. @& Town Engineer Ed Van-Otoo:

Ginn finalized. Traffic control signs and standard signs are not in place. The manholes along these construction sites are not flush with the pavement. TV 1 has ongoing construction. Life house church is finalizing construction. Wiggins Mill Frontage Road Deed will be completed and sent forward.

d. @&Town Manager Anthony S. Mangeri:

- Report and discussion on U Del by A. Mangeri- Town Manager.  
TM A. Mangeri presented the report on when we should look at a municipal police force. Executive Summary provided to council.
- Street Cameras update.  
No program in the State of Delaware gives speed cameras however there is a program for Streetlight cameras.
- Discussion on DelDOT repair of Commerce Street curb and sidewalks  
No cement work can be completed due to temperatures. This will be revisited in Spring.
- Status of Unsafe Property 647-651 South Street requested safety measures.  
@& Please leave on Agenda for regular updates.

@& Radar Frequency signs informational review, signs are \$3000.00. Searching for a grant and there is a need for new Street Signs that are Speed Limit 25.

@& Business License Fee discussed on our formula. TM A. Mangeri recommends lowering the fee amount and AM would like to work with land use to revise fees. The team recommended is CM S. Lobdell and E. VanOtoo.

- @& Census information shared. The census is very important to this town.
- Formal Announcement of Grant for Little Library made by TM A. Mangeri
- Moving forward with a successful Collections Process.

**VII. Committee Reports**

- Finance: Chair Mayor Thomas McDonald – Co-Chair CM Anthony Franco – No updates
- Public Works: Chair CM Edgar Dugan – Co-Chair CM Scott Lobdell – No Updates
- Land Use & Development: Chair CM Scott Lobdell - Co-Chair CM Edgar Dugan -  
@& updating code during planning commission meeting to update Townhomes on next months agenda.
  - Planning Update – Planning Commission Meeting on January 15, 2020
  - Need for Planning Commission Members
- Veterans Committee: Chair CM Patrick Miller – Co-Chair Anthony Franco – No updates
- Public Safety: Chair CM Patrick Miller - Co-Chair CM Anthony Franco – No updates
- Community Relations: Chair CM Patrick Miller - Co-Chair CM Antony Franco
  - Newsletter sent in quarterly bills – would like to have one every quarter
  - Winner of Christmas lighting contest – 3 winners are published in newsletter.
- Parks & Recreation: Chair CM Anthony Franco Co-Chair CM Patrick Miller – No updates.

**VIII. Citizens Comments & Participation:**

**IX.** Motion to Recess for Executive Session: Not Needed

**X.** Motion to Convene Executive Session: Not Needed

**XI.** In accordance to 29 Del. C. §10004 (b) (9) the Town Council will be meeting in executive session to discuss personnel matters.

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

### **XIII. Adjournment**

\*\*\*Pls. note: @\$ = 's next agenda