



Townsend Council Meeting Minutes
April 1, 2020 @ 7:00 pm
Via Conference Line

Per the Governor's request, all scheduled meetings will be held via Conference call. Residents will be able to view documents posted to the meeting tab on the Town website at www.townsend.delaware.gov. Those wishing to attend may dial (425) 436-6359. When directed, provide the following access code 695201# to enter the meeting.

If you choose to access the meeting online Join the online meeting:

<https://join.freeconferencecall.com/towncall>

I. Call to Order: Meeting was called to order at 7pm, Mayor Thomas McDonald chairing the meeting

II. Opening Ceremonies

a. Roll Call: All Council present with conference line available for guests.

(Mayor McDonald, CM's Dugan, Miller, Lobdell, Franco, TM Mangeri TA F. Townsend, TE E. Van-Otto, LT. Lloyd-DSP and NCC Councilman Carter Present)

b. Pledge of Allegiance: Skipped for Electronic Meeting

c. Recognition of Visitors: Mayor McDonald recognized those on the call.

d. Announcements: Mayor McDonald highlighted the electronic nature of the meeting in compliance with the Governor's State of Emergency. All items and exhibits presented at this meeting are available via the town website for public viewing and comment.

III. Additions and Deletions to Published Agenda:

CM Franco requested a discussion under PS related to discussion of the need for additional DSP extra duty patrols. Mayor McDonald advised that this issue is currently listed under the Public Safety Committee.

IV. Approval of Minutes

a. Approval/ Rejection of Council Minutes from the March 18, 2020: CM Dugan: Motioned/CM Franco Seconded motion to approved minutes. *Vote: (Franco-yea, Miller-yea, Dugan-yea, Lobdell-yea)*

V. Mayor's Report: Participated in numerous conference calls with the Governor and other mayors to address activities and the Governor's orders related to COVID-19. Continued concern for those that are not adhering to the Social Distancing. People appear to be ignoring the stay at home order. The Stay at home order expected to continue to at least 4/30/2020.

VI. Reports

a. State Police: Lt. Lloyd provided the DSP report for March. There were 33 complaints of which included: four domestics disputes, one death investigation, one theft from a porch, one criminal mischief report and a stolen car. The vehicle stolen in February was recovered along with the recent stolen vehicle in Chester County. However, these incidents are not currently considered related. There were also 25 miscellaneous field service reports, 26 traffic offenses and 236 traffic violations in the region.

DSP has added supplemental patrols to TV 1 and the park due to a criminal mischief in the area.

- b. **Town Attorney Fred Townsend III:** Adoption for ordinance for revising the ICC building code to the 2018 ICC code. Tabled to the next meeting. TM Mangeri explained that we are not ready to propose the ordinance at this time until we review against all other codes.
- c. **Town Engineer Edwin Van-Otoo:** Project update for Lifehouse Church. Working on interior and mechanicals, and exterior on the curb and sidewalks. For Woods at Hidden Creak, revisioning of phase 1 and 2 for evaluation of performance bond. We are also looking at the conservation district requirements. The District is willing to wave the \$1,000 fee for review. CM Lobdell is requesting that we contact Lifehouse Church to secure additional street cleaning in the area. Tennis and Pickleball court. There is a discussion of the orientation of the court. Preparing an RFP based on the orientation.
- d. **Town Manager Anthony S. Mangeri:**
 - Provided information on the status of Town Hall operations due to the Governor's State of Emergency to stem the spread of Coronavirus: Town Hall is closed to the public at this time. Payments and correspondence can be dropped off at the drop box next to Town Hall. Staff is limitedly onsite and available electronically. Contingency plans are in place as needed to manage business of the Town.
 - We may look at different technology to hold meetings as we progress through this emergency.
 - Interviews for Fellows will begin on April 2, 2020.
 - All equipment at the Town park is closed. The basketball nets and rims have been removed. Caution tape has been added but is being removed by people in the park. The Basketball court, Skatepark and playground are closed until further notice.
 - Code official to discuss options for inspections other than site inspections if needed.
 - Waste Industries is working well to collect trash and all services are working well.
 - Franchise agreement has been negotiated with Atlantic Broadband for internet and cable. The document has been forwarded to Mayor, Mr. Townsend and I have reviewed the document and will be forwarded to Council for discussion at next meeting. Motion to accept CM Franco/Seconded CM Miller
 - Town has sent several notices to the community. To assure the most up to date information, the notices only provide a link to the source rather than simply repeat the information.

VII. Committee Reports

- a. Finance: Chair Mayor Thomas McDonald – Co-Chair CM Anthony Franco - **No Report**
- b. Public Works: Chair CM Edgar Dugan – Co-Chair CM Scott Lobdell – **No Report**
- c. Land Use & Development: Chair CM Scott Lobdell Co-Chair CM Edgar Dugan –
 - Public Hearing on revision of the Zoning Ordinance was canceled and will be rescheduled due to the COVID-19 Activities.
- d. Veterans Committee: Chair CM Patrick Miller – Co-Chair Anthony Franco
 - CM Miller the status of the Veterans activities announced at the last meeting have been canceled. A medal of Honor ceremony has been postponed and will be rescheduled.
- e. Public Safety: Chair CM Patrick Miller - Co-Chair CM Anthony Franco – **No Report**
- f. Community Relations: Chair CM Patrick Miller - Co-Chair CM Antony Franco – **No Report**
- g. Parks & Recreation: Chair CM Anthony Franco Co-Chair CM Patrick Miller – **No Report**
- h. Citizens Comments & Participation:
 - NCC Councilman Carter.
 - Offered the Town a how-to presentation for Zoom video conferencing.
 - Townsend Park – reviewed the Town's punch list of needed repairs and all will be completed as conditions permit

- NCC Council has adopted four emergency ordinances
- The first focused on rapid response for service organizations. NCC Councilman carter is preparing a list of agencies to assist residence.
- The second is the County has Allocated \$500,000 for rental assistance from the housing fund.
- The second is a \$1 Million for emergency supplies and PPE for first responders within the county.
- Third is an ordinance to provide emergency relief fund to supplement assistance to residents waiving late fees etc.
- Will send to TM Mangeri and will make available to Council.

VIII. Motion to Adjourn by Mayor McDonald and seconded by CM Miller. Vote: (*Franco-yea, Miller-yea, Dugan-yea, Lobdell-yea*)

- Adjourned at :738 pm.