



Townsend Council Workshop Meeting Minutes
May 19, 2021 @ 7:00 pm
VIA CONFERENCE CALL

Per the Governor's request, all scheduled meetings will be held via electronic means. Residents will be able to view documents posted to the meeting tab on the Town website at www.townsend.delaware.gov or by joining the meeting via computer.

Those wishing to attend may dial 1(301)715-8592. When directed, provide following meeting ID 82764217575# and then the following password 361631# to enter the meeting.

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

<https://us02web.zoom.us/j/82764217575?pwd=aHI4RDhTZ0xjME1HV0ZOcHRxSHZ3QT09>

- I. **Call to Order:** The meeting was called to order at 7:00 p.m. by Mayor McDonald.
- II. **Opening Ceremonies**
 - A. *Roll Call:*
 - a. The following Council and Staff were present with electronic access available for guests: Mayor T. McDonald, Councilman P. Miller, Councilman J. Mertz, Councilman E. Dugan, Town Manager A. Mangeri, Town Clerk A. Tantillo and Financial Officer J. Helms.
 - b. Councilman S. Lobdell was absent from the meeting.
 - B. *Pledge of Allegiance:* Skipped for Electronic Meeting
 - C. *Recognition of Visitors:* Visitors present were Eschalla Clarke and Gerald Dove.
 - D. *Announcements:* None
- III. **Additions and Deletions to published Agenda:** None.
- IV. **Approval of Minutes**
 - A. Approval/ Rejection of Council Minutes from the May 5, 2021 Town Council Meeting: *CM Miller motioned for the approval of the minutes as presented, CM Dugan seconded the motion. (Vote: Dugan- Yea, Lobdell- Yea, Mertz-Yea, Miller-Yea)*
- V. **Mayor's Report:** No report
- VI. **Reports**
 - A. State Police:
 - a. Council requests a report on the May 2021 police activity in Town.
 - B. Town Attorney Fred Townsend III:
 - a. Mayor McDonald requested a conversation with TA Townsend regarding enforcement of Town laws. TM Mangeri shared that an Executive Session could be held to discuss these items with the Town Attorney.
 - C. Town Engineer Edwin Van-Otoo:
 - a. Council requests status updated from TE Van-Otoo on projects and closeouts of projects.
 - D. Town Manager Anthony S. Mangeri:
 - a. CM Mertz asked for clarification of the June Re-organization meeting. Mayor McDonald shared that the first part of the meeting will be held by the existing Council to close their activity. Then the meeting is turned over to TC Tantillo to perform the swearing in and nomination and election for Mayor. Following this, the new Council will carry out the remainder of the meeting. TM Mangeri is coordinating with TA Townsend to confirm the process of this meeting.

- b. CM Mertz also asked about when the vote for the reconstitution of a Police Department could occur. Council requested this discussion and vote be held once the new Council is seated.
- c. Mayor McDonald shared that there will not be any committee meetings or updates, per say, as the new Mayor will need to reassign the Committee Chairs.
- d. TM Mangeri reminded Council that there will be a Special Council Meeting on 5/26/2021 to serve as a Council Orientation for new Council members. This meeting is currently to be held on Zoom as there was clarification provided by the Governors Office for meetings to be continued to be held electronically, as much as possible.

VII. Committee Reports

- A. Finance: Chair Mayor Thomas McDonald - Co-Chair CM Edgar Dugan
 - a. No report
- B. Human Resources: Chair CM Patrick Miller
 - a. No report
- C. Public Works: Chair CM Edgar Dugan - Co-Chair CM Scott Lobdell
 - a. No report
- D. Land Use & Development: Chair CM Scott Lobdell - Co-Chair CM Edgar Dugan
 - a. **ACTION ITEM:** Discussion and possible vote on Resolution 2021-004, A Resolution to Accept Storm Sewer Easements within Lifehouse Church Development Plan.
 - i. TM Mangeri shared that TA Townsend prepared this resolution in consultation with TE Van-Otoo. The intent of the resolution is to grant the Town the easement for the stormwater utility, to access and inspect the stormwater management system. This easement is a part of the record land development plan.
 - ii. The record land development plan was sent to Council, which outlines the easement area, to be turned over to the Town. The Stormwater management system and area remains a part of Lifehouse Church.
 - iii. CM Miller shared that he reviewed the resolution, and it is a standard resolution to grant the Town access to the easement. *CM Miller made a motion to accept the resolution, as presented. CM Dugan seconded the motion.*
 - iv. CM Mertz asked for clarification of accepting the easement and maintenance of the Stormwater retention basin and he spoke with TM Mangeri and understands that the Town will not be accepting the maintenance, but the Owner of the property will.
 - v. The Town Is preparing the right to access the area and inspect and address issues with the storm drain. CM Dugan shared that the Town would need to ensure the stormwater retention basin is maintained by Lifehouse Church and in order to do so, needs access to the easement.
 - vi. *Vote: Dugan- yea, Mertz- yea, Miller- yea. Motion and Resolution Passed.*
- E. Veterans Committee: Chair CM Patrick Miller - Co-Chair CM Joshua Mertz
 - a. No report
- F. Public Safety: Chair CM Patrick Miller - Co-Chair – CM Joshua Mertz
 - a. No report
- G. Community Relations: Chair CM Scott Lobdell - Co-Chair CM Joshua Mertz
 - a. No report
- H. Parks & Recreation: Chair CM Scott Lobdell - Co-Chair CM Patrick Miller

- a. No report
- I. National Wildlife Federation Liaison: CM Joshua Mertz
 - a. No report.

VIII. Citizens Comments & Participation

- a. CM Miller thanked TC Tantillo for the minutes.
- b. CM Miller thanked Mayor McDonald for his service to the Town and Council over the past couple of years. CM Miller shared that he appreciated the service he has done.
- c. CM Mertz thanked Mayor McDonald for his leadership to the Town.
- d. CM Mertz asked TM Mangeri to discuss the possibility of opening the Council chambers for Council meetings.
 - i. TM Mangeri shared that as an administrator, he needs to understand how to comply with both the regulations and standards in place. This issue at hand is that as of the last revision of the Governors Order, it says "All public meetings of public bodies governed by 29 Del. C. §§10001 et seq. (including boards, commissions, task forces, and any other similar public body) may be conducted in person. Public bodies are encouraged to conduct meetings electronically, either by means of telephone conference call or video conference call. Any in-person meeting must also provide a telephone or video conference option for any member of the public body or the public who does not wish to attend in person."
 - ii. Additionally, there is no way to know the vaccination status of those who enter Town Hall. Therefore the policy of Town Hall is that it is open to the public for business, by appointment, and they must wear a mask when in Town Hall. They will also need to distance no less than 3 feet. In addition, there is limited space in Town Hall for open public meetings. The discussion can be ongoing.
 - iii. Mayor McDonald shared that as we do not know individual's vaccination status, continuing with meetings via ZOOM for at least another month would be advisable, to be on the safe side. A part of the issue is the limited space in Town Hall.
 - iv. TM Mangeri shared that he checked, with several towns who had closed their meetings in Town Hall, and they are remaining closed until at least July to see how it vets out. Another issue of concern is the technology, as guidance describes that everyone must be heard. Additionally, the CDC is backing off some of the claims they made, and scientists are arguing validity. But, according to the science the vaccine does work, but that does not mean you should not wear a mask, based upon your individual health and distancing abilities.
 - v. CM Miller shared that there is legislation going through the state legislature to evaluate if open public meetings and electronic meetings should be allowed to continue concurrently and creating standards and guidelines that are forthcoming. Additionally, CM Miller agrees with Mayor McDonald to continue waiting a little longer to see how it will work out.
 - vi. TM Mangeri shared that he and the Town Staff are always available to answer any questions Council has.
 - vii. Ms. Clarke thanked TM Mangeri for his speedy response to her emails.
 - viii. Mr. Dove shared that he believes that Town Hall should be open for meetings and business with the availability of ZOOM.

- ix. TM Mangeri shared that the team met with the state Health Department and to gain clarity on the guidance. Additionally, Town Hall is and has been opened while ensuring everyone is following safety protocols. The issue is now, how can we follow safety protocols at Town meetings while also considering electronic requirements.

IX. Adjournment

CM Miller made a motion to adjourn the meeting, CM Mertz seconded the motion. VOTE: CM Dugan- yea, CM Mertz- yea, CM Miller- yea). Mayor and Council adjourned the meeting at 7:30 pm.

Please note that this is a Council Workshop. The main function is to set the agenda and prepare for the next Town Council meeting. Some business may be conducted by Council if required. The agenda items as listed may not be considered in sequence. This agenda is subject to change to include the addition or deletion of items, including executive sessions.