



Townsend Town Council Special Meeting Agenda
October 25th, 2023 @ 7:00 pm
VIA CONFERENCE CALL &
Town Hall
141 Main St, Townsend, DE 19734

7:00 pm Town Council Special Meeting

- I. Call to Order: 7:02 pm.
- I. Opening Ceremonies
 - A. Roll Call: Mayor S. Lobdell, Councilman J. Bangura, Councilman M. Chapman, Councilman M. Suhr, Town Manager A. Tantillo, Town Solicitor L. Hatfield, Town Engineer E. Van-Otoo, Chief of Police and Town Clerk M. Rivera. Councilman J. Mertz – Absent.
 - B. Pledge of Allegiance: All present recited the Pledge of Allegiance.
 - C. Recognition of Visitors:
 1. Mayor Lobdell recognized all visitors present as reflected on the sign in sheet and via zoom: Elizabeth Chapman.
 - D. Announcements:
 1. None.
- II. General Citizen Comments
 - A. None.
- III. Review/Adoption of Agenda
 - A. *CM Bangura made a motion to adopt the agenda. CM Chapman seconded the motion. Voice vote of Council: all yea's*
 1. Council adopted the agenda.
- IV. **ACTION ITEM:** Discussion and possible vote on Town goals.
 - A. CM Suhr referred to packet item, Town of Townsend 2023 Goal-tied objectives. CM Suhr advised Council to move forward with further discussion in executive session if there are no additions or revisions the packet item.
 - B. TM Tantillo noted she did not receive any additional responses or updates to the goals and objectives.
 - C. Council agreed to further discuss in executive session as related to the Executive Session reasoning on the agenda.
- V. Social Services Committee:
 - A. Discussion regarding possible Veterans Day plans.
 1. CM Suhr coordinated with the Town Manager to post a flyer for a letter and donation drive for the Brian Conley Veteran Resiliency Center. CM Suhr advised he will coordinate to meet with TM Tantillo, along with his wife, to purchase additional donations for the Brian Conley Veteran Resiliency Center utilizing approximately \$250.00 via the Veterans budget. Furthermore, as a group they will bring all the donations and letters received to the Brian Conely Veteran Resiliency Center.

2. CM Suhr advised they are unable to monetarily support the VFW Post 3729 for Veterans Day. CM Suhr advised he is looking to attend and assist with a possible event on Veterans Day at the VFW Post 3729.
3. TM Tantillo advised she has reached out to schools and scout groups in the surrounding areas for letters or drawings in support of the Veterans at the Brian Conley Veteran Resiliency Center. TM Tantillo noted templates are available at Town Hall and on the website. TM Tantillo explained the letters and drawings of support will be brought to the Brian Conley Veteran Resiliency Center with the donations October 9th. TM Tantillo advised additional updates will be advised at the next meeting, November 1st.

VI. Public Works and Land Use and Development Committee:

A. ACTION ITEM: Discussion and possible vote regarding Town Park electric and irrigation system.

1. TM Tantillo advised, as previously discussed, electric at park needs improvement; additionally, the Town needs to ensure the well pumps work. TM Tantillo explained two quotes have been obtained to test the electric and the well pumps; one is from Generation Electrical Services to test the electric and the other is from DBT Pumps & Wells Service to test the pumps. TM Tantillo noted since they are within her spending limit she will move forward with testing the well pumps.
2. TM Tantillo explained there are two quotes received to extend the electric at the park; one is from Generation Electrical Services and the other is from G & R Electric. TE Van-Otoo noted G & R Electric's quote also includes testing the electric. TM Tantillo advised Council that she will move forward with testing the electric and well pumps first.
 - a. Council discussed the quotes received.
 - b. TM Tantillo to reach out to:
 - i. Middletown's Public Works Electric Department
 - ii. G & R Electrical for a new quote
 - iii. Delmarva Power to see if they are able to install a panel by well #2.
3. *CM Chapman made a motion table item VI. Action A until the council meeting in December. CM Bangura seconded the motion. Voice vote of Council: all yea's.*
 - a. Council tabled discussion and possible vote to Town Park electric and irrigation system.

VII. Recess Council Meeting to Convene Executive Session.

A. CM Suhr made a motion to recess Council meeting to convene executive session. CM Bangura seconded the motion. Voice vote of Council: all yea's.

1. Council recessed into executive session at 7:17 pm.

VIII. Convene Executive Session: Pursuant to 29 Del. C. §§10004(b)(2) and (4), the Town Council will consider a motion to meet in executive session for a strategy session, which will include legal advice or opinions from an attorney-at-law, with respect to potential litigation, as well as discussions that may have an adverse effect on the bargaining or litigation position of the Town, and 29 Del. C. §10004 (B)(9), the Town Council will consider a motion to meet in executive session for a strategy session, to address personnel matters, and; 29 Del. C. §10004 §(17) et al providing that "records, which, if copied or inspected, could jeopardize the security of any structure owned by the State or any of its political subdivisions, or could facilitate the planning of a terrorist attack, or could endanger the life or physical safety of an individual."; and 29 Del. C. §10004 (b) (3) providing that "Activities of any law-enforcement agency in its efforts to collect information leading to criminal apprehension".

IX. Close Executive Session & Re-convene Council Meeting.

A. Council meeting reconvened at approximately 8:27 pm.

X. **ACTION ITEM:** Possible vote of Council.

A. *CM Suhr made a motion on behalf of the HR Committee, a proposal for the Council to approve the auto renewal of the Town Manager's contract, per the terms of the contract and as discussed in executive session. CM Bangura seconded the motion. Voice vote of Council: all yea's.*

1. Council approved the auto renewal of the Town Manager contract per the terms of the contract as discussed in executive session.

XI. Discussion of future agenda items.

A. Council determined to discuss the following agenda items at the December meeting:

1. Electric and irrigation quotes.
2. Executive session for personnel matters and legal advice.

XII. Adjournment.

A. *CM Chapman made a motion. CM Suhr seconded the motion. Voice vote of Council: all yea's.*

1. Council adjourned the meeting at approximately 8:30 pm.
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