



**Townsend Town Council Meeting Agenda**  
**January 10, 2024 @ 7:00 pm**  
**VIA CONFERENCE CALL &**  
**Town Hall**  
**141 Main St, Townsend, DE 19734**

**7:00 pm Town Council Meeting**

- I. Call to Order:
- II. Opening Ceremonies
  - A. Roll Call:
  - B. Pledge of Allegiance:
  - C. Recognition of Visitors:
  - D. Announcements:
- III. General Citizen Comments
- IV. Review/Adoption of Agenda
- V. Approval / Rejection of Minutes:
  - A. **ACTION ITEM:** Approval/ Rejection of Town Council Minutes from the December 6<sup>th</sup>, 2023, Town Council Meeting.
  - B. **ACTION ITEM:** Approval/ Rejection of Town Council Minutes from the December 6<sup>th</sup>, 2023, Town Council Special Meeting Executive Session.
- VI. Departmental Reports:
  - A. Mayor Scott Lobdell
  - B. New Castle County Councilman David Carter
  - C. Town of Townsend Police Chief's Report
  - D. Town Solicitor Lisa Hatfield
  - E. Town Engineer Edwin Van-Otoo
  - F. Town Manager Antonina Tantillo
    - a. **ACTION ITEM:** Discussion and possible vote on appointment of one Board of Election Member.
- VII. Committee Reports
  - A. **Finance Committee:** Chair: Mayor Lobdell, Co-Chair: Councilman Bangura
    - 1. Review and possible discussion on the November 2023 Budget vs. Actual Reports.
  - B. **Human Resources Committee:** Chair: Councilman Suhr, Co-Chair: Mayor Lobdell
  - C. **Public Works and Land Use Development Committee:** Chair: Councilman Bangura, Co-Chair: Councilman Chapman
    - 1. Discussion regarding Community Center Options.
    - 2. Discussion regarding Annexation Handout.
  - D. **Public Safety Committee:** Chair: Councilman Suhr, Co-Chair: Councilman Mertz

Town Meetings will be held both in person and in a virtual format.

Those wishing to attend virtually may dial **1(301)715-8592**. When directed, provide following meeting ID **827- 6421-7575#** and then the following password **361631#** to enter the meeting. If you choose to access the meeting online click the following link: <https://us02web.zoom.us/j/82764217575?pwd=aHI4RDhTZ0xiME1HV0ZOcHRxSHZ3QT09>

Residents will be able to view documents posted to the meeting tab on the Town website at <https://townsend.delaware.gov> or by joining the meeting via computer.

1. **ACTION ITEM:** Discussion and possible vote of Resolution 2024-001 A Resolution to Recognize Sergeant Earl McCloskey for the 2023 Delaware Crime Stoppers Robert J. Seinsoth Memorial Law Enforcement Officer of the Year Award.

E. **Community Engagement Committee:** Chair: Councilman Mertz

1. Introductory update on the 2024 Town Fair and discussion on upcoming events.
2. Discussion and vote on the 2023 Annual Holiday Decoration Contest.

F. **Code Review Committee:** Chair: Mayor Lobdell, Co-Chair: Councilman Mertz

1. **ACTION ITEM:** Discussion and first reading of Ordinance 2024-001 An Ordinance to Amend Section 18.04.010 of the Town Code to Further Clarify Permitting Requirements.
2. **ACTION ITEM:** Discussion and first reading of Ordinance 2024-002 An Ordinance to Amend Section 24.04.060 of the Town Code to Add the Definition of Commercial Vehicle.
3. **ACTION ITEM:** Discussion and first reading of Ordinance 2024-003 An Ordinance to Amend Chapter 12 of the Townsend Municipal Code as Related to Trash and Recycling Collection and Chapter 4 of the Townsend Municipal Code as Related to the Fee Schedule.

G. **Social Services Committee:** Chair: Councilman Chapman, Co-Chair: Councilman Suhr

VIII. Recess Council Meeting to Convene Executive Session.

IX. **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.

X. **Close Executive Session & Re-convene Council Meeting.**

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

XII. Discussion of future agenda items.

XIII. Adjournment.

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