



Townsend Town Council Meeting Agenda
May 1st, 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 April 3rd, 2024, Town Council Meeting Minutes.
 - B. **ACTION ITEM:** Approval/ Rejection of Town Council Minutes from the April 3rd, 2024, Town Council Meeting Executive Session Minutes.
- VI. Departmental Reports:
 - A. Mayor Scott Lobdell
 1. ***ACTION ITEM:** Discussion and possible vote of Ordinance 2024-008, An Ordinance to Annex 6170 Summit Bridge Rd.
 2. **ACTION ITEM:** Discussion and possible vote regarding 2023 Outdoor Recreation, Parks, and Trails (ORPT) Grant Application.
 3. **ACTION ITEM:** Discussion and possible vote to approve Resolution 2024-005, a resolution to authorize the agreement of the 2024 DNREC Surface Water Matching Planning Grant to Complete the Town of Townsend Stormwater Management Study Grant and Project Match.
 - B. New Castle County Councilman David Carter
 - C. Town of Townsend Police Chief's Report
 1. **ACTION ITEM:** Swearing in of Town of Townsend Police Department Officer.
 - D. Town Solicitor Lisa Hatfield
 - E. Town Engineer Edwin Van-Otoo
 1. **ACTION ITEM:** Discussion and possible vote regarding electrical system for the Townsend Municipal Park Irrigation System.
 2. **ACTION ITEM:** Discussion and possible vote regarding the selection of the ARPA items for the Townsend Municipal Park Irrigation System.
 3. **ACTION ITEM:** Discussion and possible vote regarding the selection of the ARPA items for the Public Works Pole Barn.
- VII. Committee Reports
 - A. **Finance Committee:** Chair: Mayor Lobdell, Co-Chair: Councilman Bangura
 1. Review and possible discussion on the March 2024 Budget vs. Actual Reports.

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.

- 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
 - D. **Public Safety Committee:** Chair: Councilman Suhr, Co-Chair: Councilman Mertz
 - E. **Community Engagement Committee:** Chair: Councilman Mertz
 - 1. Update on the 2024 Town Fair and discussion on upcoming events.
 - F. **Code Review Committee:** Chair: Mayor Lobdell, Co-Chair: Councilman Mertz
 - 1. ***ACTION ITEM:** Second reading, discussion, and possible vote to adopt Ordinance 2024-002, An Ordinance to Amend Section 24.04.060 of the Town Code to Add the Definition of Commercial Vehicle and Section 24.04.090 of the Town Code.
 - 2. ***ACTION ITEM:** Second reading, discussion, and possible vote to adopt Ordinance 2024-004 An Ordinance to Amend Board of Adjustment Appeals.
 - G. **Social Services Committee:** Chair: Councilman Chapman, Co-Chair: Councilman Suhr
 - VIII. Discussion of future agenda items.
 - IX. Recess Council Meeting to Convene Executive Session.
 - X. **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.
 - XI. **Close Executive Session & Re-convene Council Meeting.**
 - XII. **ACTION ITEM:** Possible vote of Council.
 - XIII. Adjournment.
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****Agenda updated 04/25/2024 to add the swearing in of the new Town of Townsend Police Department Officer. – MR**