



Public Safety Committee Meeting
June 30th, 2026 @ 9:00 am
VIA Conference Call & Town Hall
141 Main St, Townsend, DE 19734

9:00 am Public Safety Committee Meeting

- I. Call to Order:
- II. Opening Ceremonies
 - a. Roll Call:
 - b. Pledge of Allegiance:
 - c. Recognition of Visitors:
 - d. Announcements:
- III. Citizens Comments & Participation
- IV. Adoption of Agenda.
- V. **ACTION ITEM:** Discussion and review of PD Building Construction Updates.
- VI. **ACTION ITEM:** Discussion and review of updated PD Building Budget.
- VII. Ongoing Business Updates.
- VIII. Discussion of future agenda items.
- IX. Discussion regarding next meeting dates.
- X. Adjournment.

Committee 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=aHI4RDhTZ0xjME1HV0ZOcHRxSHZ3QT09>

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.

From: Erik Gruenes <Erik.Gruenes@rve.com>
Sent: Wednesday, June 24, 2026 1:38 PM
To: Julie Goodyear
Cc: Dylan Wiggins; Earl McCloskey
Subject: Re: Police Building Project Update Request



External (erik.gruenes@rve.com)



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This message originated from outside the organization

Good afternoon Julie,

Just spoke with Gary, he was holding off on revising the plans until we could confirm the sprinkler system design so he only would have to update the plans once, especially since construction has been paused. I explained to him why we need it and he agreed to send us revised footing plan by the end of the end of the week

For the updated project schedule, there seems to be some sort of miscommunication and I am not sure how much I was able to clear things up for Gary. He seems to be under the impression that we are asking for specific dates/ranges and claims he can't provide us that info since he doesn't know when the fire marshal/sprinkler issue is going to be sorted out. At this point I have explained 3 or 4 separate times that we aren't asking for specific calendar dates, but rather want to know the typical duration of each phase (i.e. it takes 3-4 weeks for plumbing, 4-5 weeks for foundation, etc.), so I am not sure where the miscommunication is. I asked him why he hasn't gotten it to us yet and his answer ways how the schedule is "out of his control" because of the fire marshal hang-up.

I don't know if he's concerned about putting the schedule in writing for liability reasons, genuinely doesn't understand, or something else; but it seems like he is dragging his feet on getting us the schedule. I got him to agree to give us a schedule on this call, but he has said that several times now so I'll take that with a grain of salt. If he doesn't deliver this time, maybe we should start considering other ways to put pressure on PBU to get a schedule delivered to us.

Please reach out if you have any questions or would like to discuss further. Thanks!

Sincerely,



Erik Gruenes, P.E.

Project Manager/Engineer

M: 302.287.7460

Erik.Gruenes@rve.com

From: Julie Goodyear <jgoodyear@townsend.delaware.gov>

Sent: Tuesday, June 23, 2026 11:21 AM

To: Erik Gruenes <Erik.Gruenes@rve.com>

Cc: Dylan Wiggins <dwiggin@townsend.delaware.gov>; Earl McCloskey
<earl.mccloskey@cj.state.de.us>

Subject: Police Building Project Update Request

Hey Erik,

I wanted to follow up regarding the Police Building project.

During the in-person meeting on May 15, 2026, PBU agreed to revise the building plans based on the discussions and decisions made that day. Those revised plans must be submitted to First State Inspection Agency for review and approval before we can move forward. It has now been over a month since that meeting, and to my knowledge, the revised plans have still not been submitted.

Can you please provide an update on when PBU intends to deliver the revised plans for review?

Additionally, the Town still has not received an updated project schedule or anticipated completion timeline for the building. Given the delays we have already experienced, it is becoming increasingly difficult to manage expectations without a clear understanding of the remaining project milestones and anticipated completion date.

Please provide an update on both items as soon as possible:

1. Status and expected submission date of the revised plans to First State Inspection Agency.
2. Updated project schedule, including the anticipated completion date for the building.

I appreciate your assistance and look forward to receiving an update.

Best Regards,

Julie M. Goodyear
Town Manager
Phone: 302-378-8082
Fax: 1-302-378-7099

jgoodyear@townsend.delaware.gov

"Ah coffee. The sweet balm by which we shall accomplish today's tasks." - Holly Black



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www.Townsend.Delaware.Gov

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From: Kim Morris <KMorris@artesianwater.com>
Sent: Monday, June 22, 2026 3:56 PM
To: jgoodyear@townsend.delaware.gov
Cc: Andrew Weyant; Adam Gould; Thomas Burton Jr.;
BMiller@Pennoni.com
Subject: Artesian Water at Townsend Police Department, 661 South Street



Caution: External (kmorris@artesianwater.com)

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This message originated from outside the organization

Good afternoon Julie,

We are happy to assist you with an application (Letter Agreement) for water service installation, for the Town Police Department, fire protection service at 661 South Street, in Townsend.

The process for having the water service installed is a lengthy process and starts with a construction plan to have the service installed, from a tap on our water main to a shut off valve at the front edge of the property.

It appears that an Engineer at Pennoni, Brian Miller is working on a plan for the proposed water (fire service), for the property. The last communication with Pennoni was the request for flow test and the location of our existing facilities in the area. I have not seen the plans, however we will need to review and approve a construction/Utility Plan for the service installation.

Once we have an approved plan, we will apply for a DeIDOT Permit to install the service inside the State ROW. Once we have an approved DOT permit we can prepare a material list and get into the construction process, which includes finding an approved Artesian contractor to install the service.

Once a contractor is selected, Project Terms need to be prepared and approved. The property owner will pay Artesian for the materials and labor to install the service via a Letter of Agreement.

We first need to review and approve a site plan for the service. Brian is copied and we hope to hear from Pennoni soon.

Please let us know if you have any questions or if you need any additional information.

Kindest regards,

Kimberley A. Morris

Planning Coordinator

(302) 453-6966

kmorris@artesianwater.com



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From: Brian Miller <BMiller@Pennoni.com>
Sent: Tuesday, June 23, 2026 9:33 AM
To: Julie Goodyear
Cc: Adam Pugh; Michael Ellis
Subject: Fw: Artesian Water at Townsend Police Department, 661 South Street



External (bmiller@pennoni.com)



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Julie:

We are happy to help with whatever is needed. If we can confirm the water service size and where it would likely be best to enter the building we can update the OSFM site plan that was our original scope. The service will be required to follow Artesian water construction details.

Updates to the site plan may require adding details for the water main connection and deposit pavement restoration. This effort is outside our approved scope. In understanding of the situation and my vacation, please coordinate with Adam.

I am also copying Mike Ellis our division manager if additional guidance is needed.

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Brian Miller, PE, ENV SP, CDT

Pennoni

18072 Davidson Drive | Milton, DE 19968

Direct: +1 302-351-5266 | **Mobile:** +1 484-919-5996

www.pennoni.com | BMiller@Pennoni.com

From: Erik Gruenes <Erik.Gruenes@rve.com>

Sent: Tuesday, 23 June 2026 09:02:54

To: Julie Goodyear <jgoodyear@townsend.delaware.gov>; Earl McCloskey <earl.mccloskey@cj.state.de.us>; Brian Miller <BMiller@Pennoni.com>

Cc: Dylan Wiggins <dwiggins@townsend.delaware.gov>; Gary Sensenig <gary@pbuincde.com>

Subject: Re: Artesian Water at Townsend Police Department, 661 South Street

Good morning Julie,

We seem to be in a bit of a Catch-22. Artesian Water is saying we need full construction plans for the application, but that would include the design of the sprinkler system.

The designer of the sprinkler system can't finish his design without knowing the location/tie-in point to the water main. Artesian says they won't mark/show where the water main is without us first filling an application (which needs the full construction plan w/ sprinkler design).

From my point of view, this falls squarely on Artesian. We need to reach out/explain to them that we need the water main/tie-in point marked so we can finalize the sprinkler system design. As without that, there are no full construction plans to submit to them.

Personally speaking, I have not had the best luck communicating/getting in touch with Artesian Water. It might be better if we try to arrange a group call/meeting with them to explain the situation rather than rely on e-mail. But I'll leave that decision up to you, as they seem to be relying to you regularly enough. Just let me know. Thanks!

Sincerely,



Erik Gruenes, P.E.

Project Manager/Engineer

M: 302.287.7460

Erik.Gruenes@rve.com

From: Julie Goodyear <jgoodyear@townsend.delaware.gov>

Sent: Tuesday, June 23, 2026 8:48 AM

To: Erik Gruenes <Erik.Gruenes@rve.com>; Earl McCloskey <earl.mccloskey@cj.state.de.us>; Brian Miller <bmiller@pennoni.com>

Cc: Dylan Wiggins <dwiggins@townsend.delaware.gov>

Subject: Fw: Artesian Water at Townsend Police Department, 661 South Street

Good Morning,

Below is the latest from Artesian for adding a water line to the Police Building. Please review and let me know what the next steps are for each party involved.

Any questions, please feel free to give me a call at 302-378-8082.

Best Regards,

Julie M. Goodyear

Town Manager

Phone: 302-378-8082

Fax: 1-302-378-7099

jgoodyear@townsend.delaware.gov

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Please let us know if you have any questions or if you need any additional information.

Kindest regards,

Kimberley A. Morris

Planning Coordinator

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Police Building Budget

Last Updated: 6/23/2026

Funding Amounts:

1st Grant:	\$373,260.00
2nd Grant:	\$300,000.00
Townsend Funds Support	\$80,000.00
Townsend Funds Support (Council approved 4/1/26)	\$31,000.00
Proposed FY27 support	\$50,000.00
Total:	\$834,260.00

Approved Expenses:

Building Contract- Pole Buildings unlimited	\$449,506.00	Signed Contract on 10/20/25
RVE- Project Manager	\$44,683.00	
Engineering Support- Survey & Field Study	\$9,500.00	
Storage (10 months), waived \$15 set up fee (Started 10/31/25)	\$1,425.00	
Change Order- Stone 3ft 6" on front of building	\$ 11,640.00	PS committee selected this option on 11/5/2025
Change Order 12x8 A-Frame finished Porch (metal liner ceiling, headers wrapped, and white vinyl sleeves on posts, 8/12 pitch)	\$ 8,458.00	PS committee selected this option on 11/5/2025
Stone Bases (front porch) for two	\$ 1,440.00	PS committee selected this option on 11/5/2025
Change Order- add additional 16X7 Overhead Door, Electric Opener, and Low-Headroom Track	\$ 4,260.00	PS committee selected this option on 11/5/2025
Change Order- Ballistic Receptionist Window	\$ 9,828.24	PS committee selected this option on 11/5/2025
Change Order- Change front door to double door	\$ 2,302.28	PS committee selected this option on 11/5/2025
Change Order- Change Seven (7) interior doors to Steel and the rest solid core	\$ 2,904.00	PS committee selected this option on 11/5/2025
Change Order- 9' wide x 10' long ADA Handicap Ramp	\$ 750.00	PS committee selected this option on 11/5/2025
Change Order- Increase Overhead Door width to 16' (from 12')	\$ 300.00	PS committee selected this option on 11/5/2025
Change Order- Fill Dirt	\$ 7,014.00	Per contract- fill dirt is separate charge
Change Order- Structured Cabling	\$20,300.00	Council approved on 1/7/6
Change Order- Access Control	\$24,600.00	Council approved on 1/7/6 Monthly costs of \$120.00
Change Order- intrusion Detection	\$6,100.00	Council approved on 1/7/6 Monthly costs of \$42.95
Change Order- Video Surveillance	\$21,920.00	Council approved on 1/7/6 Monthly costs of \$212.50
Change Order- Generator	60,852.00	PS committee selected this option on 11/5/2025
Change Order- Install Townsend PD Signage on front of building	\$ 2,398.00	Estimate received on 11/10/25 by Signarama
Change Order- Code Compliant Fire Alarm	\$23,000.00	monthly costs of \$59.95 (fire alarm system monitoring) & \$45.00 annual system inspection
		Leave the service on the right side of the old building and electric company will run conduit from new 400 amp service underground to the pole on the street corner for power hook up. J&B would relocate the EV chargers on the back side of the building. Price includes pipe, wire, labor, and mounting and relocating the existing chargers and cord holder. This would be the best location to install the generator as well for maintenance purposes, and it would be out of the way. Price also includes disposing of the existing EV service out by the road and coordination with the power company for the disconnecting of the service.
Change Order- Move Service & Charging Station to Building Rear	\$ 9,534.00	Site lighting added around the perimeter of the building. (6) wall pack lights labor and wire in price.
Change Order- perimeter Site Lighting	\$ 5,616.00	
Change Order- (3) quad outlets in officer stations	\$ 1,584.00	
Change Order- (3) quads added in utility room	\$ 1,584.00	
Change Order- floor outlets with data in officer room	\$ 2,022.00	
Change Order- up high TV outlets added to (5) rooms	\$ 990.00	
		Perform the fire alarm rough-in for Advantech. Conduit, boxes, pul strings, and 120 Volt power for the fire alarm and security panel.
Change Order- Fire Alarm Rough-In for Advantech	\$ 14,515.20	
Change Order- Plumbing Changes	\$ 14,685.60	
Change Order- front Door Upgrade	\$ 6,814.76	
Change Order- Metal Liner	\$2,957.00	
Total Costs:	\$773,483.08	
Remaining Balance:	\$60,776.92	

Change Order Requests- Not yet approved

Sprinklers in Old Building	Unknown	
Artesian Water line install	unknown	
Additional Storage Rental		\$142.50/ month

Remaining Change Orders Total: