TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES

Meeting Date: Wednesday, April 9, 2014
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 7:00 P.M. Regular Meeting

PRESENT:
Michael R Wyatt, Mayor
Steve M Hartstein, Ward One
Sue H Barlow, Ward Two
Bill West, Ward Three
Linda Dennis, Ward Four

STAFF PRESENT:
Eugene S Dvornick Jr, Town Manager
Angela Townsend, Town Clerk
Stephani J Ballard, Town Solicitor
Eric Rust, Sup Wastewater Rec Facility

7:00 P.M. REGULAR MEETING

1. **PLEDGE OF ALLEGIANCE**
Mayor Wyatt led the Pledge of Allegiance.

2. **INVOCATION**
Mayor Wyatt led the Invocation.

3. **ADOPTION OF AGENDA**
ITEM #10 AWARD OF THE SOUTH RAILROAD AVENUE PRODUCTION FACILITY, CONTRACT B: WATER TREATMENT PLANT was removed.
Motion by Councilperson Dennis, seconded by Councilperson Barlow, to adopt the agenda as amended. **APPROVED (unanimous).**

4. **APPROVAL OF MARCH 26, 2014 TOWN COUNCIL MINUTES**
Motion by Councilperson Hartstein, seconded by Councilperson Barlow, to approve the minutes as presented. **APPROVED (unanimous).**

5. **CONDITIONAL USE APPLICATION – GEORGETOWN CHAMBER OF COMMERCE – CASE #2013-26**
An application by the Greater Georgetown Chamber of Commerce, for Conditional Use approval to convert a single family residential structure to dual office occupancy. The property is located at 827 East Market Street, identified as Sussex County Tax District 135 Map 15.00 Parcel 25.00 zoned UR1 (Urban Residential).

Motion by Councilperson Hartstein, seconded by Councilperson Barlow, to approve the Conditional Use Application with conditions as stated in Exhibit A. **APPROVED (unanimous).**
"Exhibit A is incorporated as part of the minutes."

6. **GREAT FUND APPLICATION REQUEST FOR FUNDING – GEORGETOWN ARTS & FLOWERS**
The Georgetown Arts & Flowers organization is seeking funds from the Georgetown Recreation Education and Arts Trust Fund to help offset costs related to beautification of East Market Street, specifically, hanging baskets, potting material and plants for use on the new street light poles. The request breakdown is as follows:

Line	Description	Qty	Amt	Total
1	Flower Well (CS/10)	1.00	$ 49.70	$ 49.70
2	Rain Gel (Tub) 1 Kilo	1.00	$ 17.97	$ 17.97
3	17" Hanging Basket (CS/5)	2.00	$ 77.35	$154.70
5	Shipping & Handling	1.00	$ 35.58	$ 35.58
4	Plant Purchase	1.00	$242.05	$242.05
				$500.00

The Town of Georgetown will maintain the watering of the baskets.
Councilperson Dennis thanked Louise Skerrett and the organization for all their hard work and diligence, it is greatly appreciated.

Motion by Councilperson Dennis, seconded by Councilperson Barlow, to approve the funding request in the amount of $500.00. **APPROVED (unanimous).**

7. BOARD OF ELECTIONS APPOINTMENTS

The annual Municipal election shall be conducted by a Board of Elections consisting of Margaret Bradley, Jane Hovington, Anita Burney, Wendy Ward and Kim Barrett. Alternate: Pat Semeraro.

Motion by Councilperson Barlow, seconded by Councilperson West, to approve the Board of Elections Appointments. **APPROVED (unanimous).**

8. PLANNING COMMISSION VACANCY APPOINTMENT

One seat is currently up for appointment. Rodney Marvel is stepping down and leaving an opening. A letter of interest was received from John Painter.

Motion by Councilperson West, seconded by Councilperson Hartstein, to approve the Mayor's recommendation of John Painter for the Planning Commission. **APPROVED (unanimous).**

9. TAX DITCH – MEMORANDUM OF UNDERSTANDING

The Town of Georgetown and the Georgetown-Vaughn Tax Ditch Organization would like to enter into a Memorandum of Understanding. The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to the installation, operation and maintenance of the proposed 10" PVC Gravity Sewer Main and associated concrete manhole structures outside of but alongside the existing Georgetown Vaughn Tax Ditch Right of Way.

Motion by Councilperson Barlow, seconded by Councilperson West, to adopt the Tax Ditch – Memorandum of Understanding. **APPROVED (unanimous).**
"The Memorandum of Understanding is incorporated as part of the minutes."

10. AWARD OF THE SOUTH RAILROAD AVENUE PRODUCTION FACILITY, CONTRACT B: WATER TREATMENT PLANT

This item was removed with the adoption of the agenda.

11. 2ND READING & ADOPTION OF ORDINANCES

A. ORDINANCE #2014-1 FEE CHANGES

The proposed changes in fees were discussed as part of the budget proposal and needs formal action by the Town Council to become effective.

Motion by Councilperson West, seconded by Councilperson Barlow, to adopt Ordinance #2014-1 Fee Changes. **APPROVED (unanimous).**
"The Ordinance is incorporated as part of the minutes."

12. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

Sewer District Request

The Town has received a request from the Country Club Village Homeowners' Association (50 homes – 64 lots) requesting consideration for the creation of a new sanitary sewer district or extension/expansion of the Golf Village Sewer District to provide central sewer to their community.

I would like permission to have the Town Engineer evaluate the possibility of extension/expansion of the Golf Village Sewer District. If this is not possible, evaluate the feasibility of creating a new sanitary sewer district.

Future discussion will be held with regard to funding; however, the first step is determination of the feasibility.

Motion by Councilperson Hartstein, seconded by Councilperson Barlow, to authorize the Town Engineer to evaluate the possibility of extension/expansion of the Golf Village Sewer District. **APPROVED (unanimous).**

Monthly Financial Report

The monthly Budget versus Actual Report (March 31, 2014) has been distributed and will be posted on the Town website.

Energy Audit – Environmental Protection Agency

The Town has been contacted by Siemens Industry to schedule the assessment survey of our water and wastewater facilities – confirmed date is May 8th. This project is part of the Delaware Water & Wastewater Energy Efficiency Partnership (DWEEP).

2014 Municipal Election

REMINDER: Certificates of Candidacy are available. The seats for Ward 3, Ward 4 and Mayor are up for election. The filing deadline is April 17th at 5:00 pm. The Annual Municipal Election will be held on Saturday, May 10th (if needed). New voter registration deadline is Friday, April 25th at 4:30 pm.

Legislative Items

There are a few pieces of legislation we have been actively engaged with and offering comment on:

Bill	Description	Position	Status	
HB 6	Modification to Prevailing Wage Requirements	Support	Failed in Committee	
HB 7	Prevailing Wage Opt Out	Support	Failed in Committee	
HB 27	Tax Refund Intercept for Collection of Property Taxes	Support	Passed House	Finance
HB 81	Police Officers' and Firefighters' Employment Relations Act	Oppose	Passed House	Out of Committee
HB 147	Police Chief Due Process	Support	Signed by Governor	
HB	Line-Of-Duty Death	Support	Passed	Passed

158	Benefits		House	Senate
HB 169	Compensation for Tax Exempt Properties Owned by the State	Requested More Information	House Appropriations (Tabled in Committee)	
HB 287	Establishes a Set Prevailing Wage	Oppose	House Administration	
SB 23 w/ SA 1	Municipalities and Limitations on Firearm Regulations	Neutral		Judiciary
SB 191	Downtown Development Districts	Support		Community/ County Affairs
	Clean Water Funding			
	Gasoline Tax Increase			

Miscellaneous

Upcoming Events:

- Special Town Council Meeting, Thursday, April 17th, at 5:01 PM: Certification of Candidates, Town Hall
- Reminder: Town Offices will be closed on Friday, April 18th, in observation of Good Friday

B. ERIC RUST – SUPERINTENDENT OF WASTEWATER RECLAMATION FACILITY

1) Flows

Influent Flow January – March 2014:	93.0706 mg
Gallons Sprayed Town's field	23.2881 mg
Gallons Sprayed Baxter's fields	4.4394 mg
Gallons Sprayed Pettyjohn's woods	45.3169 mg

Lagoon Depths – 75mg, 17.25ft. 15mg, 6.5ft.

2) Synagro, the company that is going to haul our sludge had to push back a week because of weather and field conditions, they are now scheduled for the week of April 14th weather permitting.

3) We have met with Bob Palmer, with Beacon Engineering and Consulting, to get a proposal on changing the Sussex Trust Pumping Station into gravity, and turning Georgetown Plaza force main and having them run into the Microtel sewer line leading into Easter Seals Pumping Station.

13. PUBLIC COMMENT

No Public Comment.

14. EXECUTIVE SESSION

Mayor & Council met in Executive Session for the discussion of a personnel issue in which the names, competency and abilities of individual employees are discussed.

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to adjourn to Executive Session at 7:23p.m. **APPROVED (unanimous).**

Executive Session exited at 8:01p.m.

15. ADJOURNMENT

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to adjourn at 8:02p.m. **APPROVED (unanimous).**

APPROVED:

Steve M Hartstein, Secretary

ATTEST:

Eugene S Dvornick Jr, Town Manager