

**TOWN OF GEORGETOWN  
TOWN COUNCIL MEETING MINUTES**

**Meeting Date:** Wednesday, October 22, 2014  
**Location:** Town Hall, 39 The Circle, Georgetown, DE  
**Time:** 7:00 P.M. Regular Meeting

**PRESENT:**

Bill West, Mayor  
Steve M Hartstein, Ward One  
Sue H Barlow, Ward Two  
Chris Lecates, Ward Three  
Dave Anderson, Ward Four

**STAFF PRESENT:**

Angela Townsend, Town Clerk  
Eugene S Dvornick, Jr Town Manager  
Stephani Ballard, Town Solicitor

**1. PLEDGE OF ALLEGIANCE**

Mayor West led the Pledge of Allegiance.

**2. INVOCATION**

Mayor West led the Invocation.

**3. ADOPTION OF THE AGENDA**

Motion by Councilperson Lecates, seconded by Councilperson Barlow, to adopt the agenda as presented. **APPROVED (unanimous).**

**4. APPROVAL OF OCTOBER 8, 2014 TOWN COUNCIL MINUTES**

Motion by Councilperson Lecates, seconded by Councilperson Barlow, to approve the minutes as presented. **APPROVED (unanimous).**

**5. PROCLAMATIONS**

**A. DOMESTIC VIOLENCE AWARENESS MONTH**

Mayor West presented Kelly Pettyjohn and Aimee Spring a Proclamation making October Domestic Violence Awareness Month.

**6. SHOPS AT COLLEGE PARK – DEDICATION OF STREETS – CARMAN WAY, COLLEGE PARK LANE & CONSTRUCTED PORTION OF BIDEN WAY**

**A. RESOLUTION #2014-5 DEDICATION OF STREETS – SHOPS AT COLLEGE PARK**

Motion by Councilperson Lecates, seconded by Councilperson Barlow, to adopt Resolution #2014-5 Dedication of Streets – Shops at College Park. **APPROVED (unanimous).**

**“The Resolution is incorporated as part of the minutes.”**

**7. 1<sup>ST</sup> READING OF ORDINANCES**

**A. ORDINANCE #2014-12 AMEND IMPACT FEES**

This is the first reading of the Ordinance that reduces the Sewer Impact Fee to \$7,400 and \$1,599 for the Water Impact Fee, as discussed at the last Council meeting. 2<sup>nd</sup> reading and adoption if approved is at the November 12<sup>th</sup> Council meeting. No action at this time.

**8. 2<sup>ND</sup> READING & ADOPTION OF ORDINANCES**

**A. ORDINANCE #2014-11 WATER**

Amendment to Chapter 222 with language clarifying fees as outlined in Chapter 98 Fees, as well as reference to Chapter 176 Sewer. The ordinance cleans up language that is no longer enforced.

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to adopt Ordinance #2014-11 Water. **APPROVED (unanimous).**  
**‘The Ordinance is incorporated as part of the minutes.’**

9. **DEPARTMENTAL REPORTS**

**A. GENE DVORNICK – TOWN MANAGER**

**Surface Water Matching Planning Grant**

The Water Infrastructure Advisory Council approved our Surface Water Planning Grant on Wednesday, October 15<sup>th</sup>. Total project cost is \$18,500, with grant funding approved at \$9,250 and \$9,250 from the Town. This covers a comprehensive drainage and storm water plan from the rear of Teal Court to the Georgetown-Vaughn Ditch crossing at DuPont Boulevard (Rt. 113). Estimated time to complete, once started is six (6) months.

Motion by Councilperson Barlow, seconded by Councilperson Anderson, to authorize moving forward with this project. **APPROVED (unanimous).**

**Urban Forestry Program**

The Town received notice our 2014 Tree Management Grant was approved by the Delaware Forest Service. The award amount was \$462.50, representing ½ the cost for removal of a diseased Oak tree on the Circle (total cost is \$925.00). Removal is scheduled for Saturday, November 1<sup>st</sup>, weather permitting. Work is being done by Sussex Tree.

**Margaret Street Pavement Rehabilitation**

The Town has received a proposal from Del-Mar-Va Paving for the rehabilitation of Margaret Street from West Market Street to West Laurel Street. Rehabilitation of the final section, West Laurel Street to Wilson Street will be done as part of the Inflow and Infiltration (I & I) project.

The Public Works Director and Construction Coordinator have reviewed the bid, and recommend award to Del-Mar-Va Paving, at an amount to exceed \$30,883.00. Funding for this will be from our Municipal Street Aid funds.

Motion by Councilperson Hartstein, seconded by Councilperson Barlow, to award the Margaret Street Pavement Rehabilitation to Del-Mar-Va Paving at an amount not to exceed \$30,883.00. **APPROVED (unanimous).**

**West Market Street Light Replacement**

We continue to work with Holophane/Wesco on delivery of the light pole for the light on West Market Street at the Circle – all preparatory work has been completed – anticipated delivery is the 4<sup>th</sup> week of December. The delay is due to missed communications between the sales representative and the manufacturing contact. We continue to check the status weekly.

**Event Stage Use Agreement**

In response to requests for use of the Event Stage, the Town has drafted an Equipment Use Agreement (see handout). This covers reimbursement for personnel and transportation costs incurred, and designate the Town as being an additional named insured. Thus far requests for use have been made by 16 Mile Brewery (December 6, 2014) and the Delaware Volunteer Firefighter’s Association (September 19, 2015).

**10. PUBLIC COMMENT**

Janice Owens, Arts & Flowers presented Council with a request from the GREAT Fund in the amount of \$4,000.00 to be used for pole decorations. Dazzled Collection Pole Decorations from Display Sales (a company the town has used in the past). 4 foot tall designs with the following components: Designed for day and night visibility, During the day the metallic garland highlights the design; at night the lights enhance the garland, heavy duty steel rod construction, LED energy saving bulbs, Easy to install hardware is included. Designs chosen (2 of each for 10 poles) Tree, Holly, Candy Cane, Wreath, Presents. On the remaining 7 poles there will be fresh greenery swags with a large red bow at the top. These will adhere to the flag pole bracket. We are requesting \$4,000 from the Great Fund to cover the cost of the 10 lighted garland designs @ a price of \$350 each for the purchase of supplies and ribbon necessary to make the swags and bows. This will also cover all hardware and shipping. Council was in favor of the request, due to favorable comments that have been received in reference to the fall decorations on East Market Street. Councilperson Lecates stated that after the order is placed it takes approximately 4 to 6 weeks for delivery.

Town Solicitor stated that Council could not vote on the request at this time, due to not being legally advertised as part of the agenda. This item will be placed on the agenda for the November 12<sup>th</sup> Council meeting.

**10A. EXECUTIVE SESSION**

Mayor & Council met in Executive Session for a strategy session with respect to potential litigation.

Motion by Councilperson Hartstein, seconded by Councilperson Barlow, to adjourn to Executive Session at 7:14p.m.

Executive Session exited at 7:43p.m.

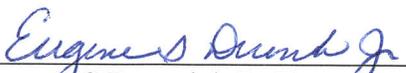
**11. ADJOURNMENT**

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to adjourn at 7:44PM. **APPROVED (unanimous).**

APPROVED:

  
Chris Lecates, Secretary

ATTEST:

  
Eugene S Dvornick Jr, Town Manager