TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES

Meeting Date: Wednesday, October 8, 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
Eric Rust, Sup Wastewater Reclamation Facility
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 Hartstein, seconded by Councilperson Barlow, to adopt the agenda as presented. **APPROVED (unanimous).**

4. APPROVAL OF SEPTEMBER 24, 2014 TOWN COUNCIL MINUTES
Motion by Councilperson Lecates, seconded by Councilperson Barlow, to approve the minutes as presented. **APPROVED (unanimous).**

5. PROCLAMATIONS

A. BREAST CANCER AWARENESS MONTH
Mayor West presented Suzanne Landon and Pam Montague a proclamation making October Breast Cancer Awareness Month.

B. FIRE PREVENTION WEEK
Mayor West presented Chip Stevenson, Georgetown Fire Company, a proclamation declaring October 5th thru October 11th Fire Prevention Week.

6. 1ST READING 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. This is the 1st reading; second reading will be at the October 22nd Council meeting. No action at this time.

7. 2ND READING & ADOPTION OF ORDINANCES

A. ORDINANCE #2014-9 SIGNAGE HEIGHT
This is the 2nd reading of the ordinance, dealing with signage height. The flag is required to be a minimum of 6' off the sidewalk eliminating the maximum height of 10' with the condition that no flag shall be installed on the second story of a building.

Motion by Councilperson Lecates, seconded by Councilperson Hartstein, to adopt Ordinance #2014-9 Signage Height. **APPROVED (unanimous).**
'The Ordinance is incorporated as part of the minutes."

8. SEWER IMPACT FEE CONSIDERATON

What is an Impact Fee?

- Payment for capacity in the current plant as well as other infrastructure such as collection & conveyance (mains, pump stations)
- Cannot be used to cover operating costs (personnel, utilities, chemicals, and disposal) – These are covered by User Fees

Capital Improvement Needs

- Pump Station Upgrades
  - "Big Park" – Behind Georgetown Presbyterian
  - Kimmeytown
  - NAPA Auto Parts (Fisher)
- Influent Metering – DNREC Compliance
  - Completed: Woods at Walls Creek
  - Budgeted: Stevenson Lane – FY 2015
  - Remaining: Del-Tech, County Seat, Easter Seals
- Treatment Plant
  - Disc Filter installation

Debt Service Consideration

	Annual Debt Service	Impact Fee	EDU Req.
Water System	$331,263	$1,970	168
Sewer System	$553,126	$7,400	75

If the EDU Requirement is not met, funding needs to come from:

- Increased User Rates
- Increased Impact Fees
- Transfer from Impact Fee Accounts

Suggestions

- Repeal programmed increase in Impact Fees
  - Water and Sewer
- Reduce Sewer Impact Fee from $9,287.00 to $7,400.00
  - Reduction of $1,887
- Refund Sewer Impact Fees Charged at the Higher Rate, Since May 1, 2014
  - Total EDU's: 5
  - Total Refund: $9,435.00
  - Total Projects: 3
    - Redner's Gas Kiosk; Dunkin Donuts; Halpren Eye

Going Forward

- Impact Fee Rate review done annually, as part of the budget preparation, to verify Impact Fee
- Consideration of annual User Rate increase
  - Fixed Percentage
  - Indexed (Consumer Price Index)
  - Other
- Modify Chapter 176 to allow for alternative EDU Calculation
  - Comparable uses

Councilperson Lecates felt it was beneficial to reduce the impact fees to $7,400 since Municipal Financial Services reviewed this and that number is within our means, there is data to support this.

Councilperson Hartstein felt that if Council could get below $9,000 for a total of the two impact fees, that it would get people's attention. We would be higher than anyone else, but we're more in line.

Mayor West stated since he's been on Council in 2012, he's heard nothing but impact fees. Georgetown compared to other Towns is at the high end. If we can be compatible to the other Towns, I know our infrastructure is good. That million dollar debt service is on my mind all the time, thinking what we can do without going into the citizens of this Town's pocket to make that debt service payment. By talking to various contractors they ensured me that if our impact fees were compatible to the other Towns that this Town would take off. Maybe we're not making that $11,000 now but, I would rather have that steady income of impact fees, spread out over the years, with more people coming into this Town. Young kids are starting to move into Town, which we haven't seen in quite some time. If we can help businesses get established we are moving in the right direction.

Mayor West asked that Council consider the $7,400 Sewer Impact Fee for the rest of his Mayorship term, and see what kind of impact I can put on this Town for that period of time. I feel if I'm afforded this opportunity, I will make this work.

Councilperson Lecates is confident in working with developers and engineers. The Mayor and her will be meeting with various firms in working to bring more businesses here.

Councilperson Anderson agreed with bringing the total of the two impact fees below the $9,000 mark to even $8,999. I would recommend that we lower both, sewer and water fees.

Mayor West asked Chip Stevenson, future business owner in Town, if the impact fees were a consideration as to where his business would be located. Mr Stevenson stated the impact fees were a huge consideration in my decision as to where my business goes.

Town Manager recommended reducing the Sewer Impact Fees to the $7,400.00 and make up the difference with reducing the Water Impact Fees, and to refund the $9,435 to Redner's Gas Kiosk; Dunkin Donuts; and Halpren Eye versus crediting their accounts.

Motion by Councilperson Hartstein, seconded by Councilperson Lecates, to reduce the Sewer Impact Fee to $7,400 and $1,599 for the Water Impact Fee totaling $8,999. **APPROVED (unanimous).**

Motion by Councilperson Hartstein, seconded by Councilperson Lecates to refund the $9,435 since May 1st to Redner's Gas Kiosk; Dunkin Donuts; Halpren Eye. **APPROVED (unanimous).**

9. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

2015 Health Care

The Benefits Committee will be meeting on Thursday, October 9th to review our 2014 performance and look towards 2015. We have been doing exceptionally well at managing our claims and minimizing our increases. Hopefully this will be reflected in our renewal proposals. We are also evaluating the costs/benefits of joining the State's Health Care Program.

West Pine Street

The storm water pipe replacement has been completed and we are on schedule for the mill and resurfacing on West Pine Street, from Sussex Central Drive to South Front Street to begin next week. Re-notification to affected property owners will be going out later this week.

Truck Traffic – DelDOT Update

As requested in early September, DelDOT Traffic Studies has completed their review of the truck traffic in the downtown. There currently exists three (3) Truck Restriction Resolutions:

1. South Bedford Street (Sussex County Road 431) entering Georgetown beyond the U.S. Truck Route 9 Junction;
2. Eastbound Delaware Route 404 and eastbound U.S. Route 9 from northbound U.S. Route 113; and
3. West Market Street entering Georgetown at U.S. Route 113.

During their review it was determined there were no Truck Restriction Resolutions for East Market Street (west of Park Avenue) or North Bedford Street. Additionally, the signage improvements recommended were either never implemented or were not replaced when knocked down.

DelDOT is preparing Truck Restriction Resolutions for North Bedford Street and East Market Street and will be replacing signage.

West Market Street Light Replacement

The telephone pole for the light on West Market Street at the Circle has been removed. Directional boring for the electric conduit has been completed. It is anticipated the concrete base for the new pole will be started next week. Everything should be ready for installation of the new pole once delivered.

Comprehensive Plan

The Town met with State agency planners on August 27, 2014 to discuss the update of the Town of Georgetown's comprehensive plan. We received comments from the Office of State Planning Coordination on September 25, 2014.

The Town has reached the five (5) year mark since certification and State agencies, as part of the Pre-Update PLUS process, reviewed our current plan – and offered comments by the State agency review will need to be addressed.

The decision point for the Town is to determine whether to review, amend or update our current comprehensive plan. It is recommended we complete a comprehensive review and update.

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to approve beginning the review and update process of the Comprehensive Plan. **APPROVED (unanimous).**

Downtown Development District Presentation

The Town will be having a Downtown Development District Presentation on Wednesday, October 15th from 5:00 PM to 6:00 PM, here at Town Hall. The purpose is to share thoughts and ideas on our DDD Planning Grant Application and what is involved. The presentation will be made by URS (Newark Office) who will be assisting with the planning and grant application.

East Market Street Cherry Trees

The Town continues to work with the Delaware Forest Service regarding the Okame Cherry trees on East Market Street. It has been determined they are

suffering from a fungal disease which has been traced back to the nursery stock. We are working to secure alternatives for replacement – this includes Kwanza Cherry and Autumn Flowering Cherry.

B. ERIC RUST – SUPERINTENDENT OF WASTEWATER RECLAMATION FACILITY

1) Flows

Influent Flow January – September 2014	207.5137 mg
Total rain fall recorded at the plant for the year	35.25"
Gallons Sprayed Town's field	71.7122mg
Gallons Sprayed Baxter's fields	89.8320mg
Gallons Sprayed on Pettyjohn Woodlands	110.3105mg
Lagoon Depths – 75mg, 3.0ft.	15mg, 4.25ft.

2) Sammie Swain, the Town's farmer, has all of the small side of the Town's field cut, raked, bailed, and off the field so we are back to spraying that side. He has started cutting the big side; weather permitting it should take 1 to 2 weeks to get it finished.
3) Melvin Joseph has finished hooking up the force main from the Plaza Station, and the gravity from the old Sussex Trust Station, to the gravity for Easter Seals Station.

10. PUBLIC COMMENT

Barbara Holston, thanked the Mayor & Council for all their hard work in making a difference in this Town, I can see it. I am here in the Circle quite a bit with the Arts and Flowers, and with the Mayor & Council and help from Town Hall you are making Georgetown a better place to live. I also want to thank you for all the work you did bringing the concerts to Town. It was enjoyed by all and brought so many people together. It was like an old fashion gathering, and I just wanted to thank you for everything you do.

Mayor West thanked Barbara Holston for volunteering and all her hard work with the Circle plantings and the Arts & Flowers group. The Town appreciates that very much. Without the volunteers this Town wouldn't be what it is.

Councilperson Barlow stated that last Thursday, Town Manager, Jamie Burk, and myself walked my Ward which we do every quarter. We saw some bad stuff, but what an improvement over what it was when Gene first came here. Jamie Burk has done a marvelous job for us and is on top of everything. There are violations that we picked up that are already being fixed. The one thing that I doubt will ever be fixable is the Railroad tracks from Pepper to Douglas Street. It's a dangerous, ugly place; I would not want our Police officers going in there after dark. Something needs to be done, it's such a dangerous, ugly place. I don't know what we can do, perhaps getting the property owners involved. The rest of Ward 2 looks amazing; it has improved so much, a big difference from 5 years ago.

Mayor West stated he travels through that ward frequently; it bothers him with the trash overflowing onto the ground. I ride through Thursday night before trash pickup and again on Friday after the trash is picked up and I see the same trash all over the ground.

Councilperson Barlow stated that if you see trash all over the ground you need to call Laura Givens and asked her to deliver another trash container to that address and bill the landlord. That's what I do.

Town Manager stated that the trash company will not transfer trash from the recycle container into the trash container. They will not pick it up.
Councilperson Barlow stated the worst is the families with babies and diapers are everywhere.
Mayor West is scared of the needles and heroin. Councilperson Barlow stated with their walk through on Thursday, they found some on Market Street and Kimmey Street Park.
Town Manager stated that he and Jamie Burk are working with the property owners addressing the area of concern along the railroad.
Mayor West thanked Council for their support in working together to get things done; it's starting to make a difference as seen by the residents.

11. ADJOURNMENT

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to adjourn at 7:40PM. **APPROVED (unanimous).**

APPROVED:

Chris Lecates

Chris Lecates, Secretary

ATTEST:

Eugene S Dvornick Jr

Eugene S Dvornick Jr, Town Manager