TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES

Meeting Date: Wednesday, February 11, 2015
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:
Eugene S Dvornick, Jr Town Manager
Angela Townsend, Town Clerk
Stephani Ballard, Town Solicitor
Bill Bradley, Director of Public Works

7:00 P.M. Regular Meeting

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 Hartstein, to adopt the agenda as presented. **APPROVED (unanimous).**

4. **APPROVAL OF JANUARY 28, 2015 TOWN COUNCIL MINUTES**
Motion by Councilperson Lecates, seconded by Councilperson Barlow, to approve the minutes as presented. **APPROVED(unanimous).**

5. **1st PRESENTATION OF FY16 BUDGET**

REVENUES		**FY16**
General Fund Revenues	$	2,929,005
Water Revenues	$	1,088,500
Wastewater Revenues	$	1,796,000
TOTAL REVENUES	$	5,813,505
EXPENDITURES		**FY16**
General Fund Expenses	$	3,603,316
Water Fund Expenses	$	853,125
Wastewater Fund Expenses	$	1,320,749
TOTAL EXP	$	5,777,191
DEBT		**FY16**
General Fund	$	-
Water Fund	$	365,686
Wastewater Fund	$	591,713
TOTAL DEBT	$	957,399
CAPTIAL EXPENDITURES		**FY16**
General Fund	$	60,000
Water Fund	$	25,000
Wastewater Fund	$	21,000
TOTAL CAPITAL EXP.	$	106,000
REV OVER (UNDER) EXP	$	(1,027,085)

6. 1ST READING OF ORDINANCES

A.ORDINANCE #2015-5 CLOTHING DONATION BINS

Outlines regulations for non-profits on obtaining clothing donation bins, permits required, violations and penalties. This is the 1st reading, 2nd reading and adoption if agreeable will be February 25th Town Council Meeting. No action at this time.

B.ORDINANCE #2015-6 SUBDIVISION/SITEPLAN INSPECTION FEES

Amending §98-4 Service preformed by Town employees. Modifying 7.5% $150,000 max to $75,000 max. This is the 1st reading, 2nd reading and adoption if agreeable will be February 25th Town Council Meeting. No action at this time.

7. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

Pump C – Spray Irrigation Facility

The Town has been provided a quote from AC Schultes of Delaware for repairs to Pump C at the Town's Spray Irrigation Facility. After complete disassembly and inspection of the vertical turbine pump system and VHS motor, the estimate for repair is $21,986.00. It is the recommendation of the Wastewater Superintendent and myself to authorize the repair.

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to authorize the Town Manager to execute the "Authorization to Proceed" with AC Schultes at an amount not to exceed $21,986.00. **APPROVED (unanimous).**

NBBF Grant Application

The Town has been working with AECOM (formerly URS) on our grant application from the Neighborhood Building Blocks Fund for assistance with the development of our Downtown Development District Plan – total funding being sought is $45,000. It is anticipated our completed application will be submitted in the next week.

Urban Forestry Program

Sussex Tree completed removal of the diseased Oak on the Circle, on January 31st. Submission of the invoice has been made to the Delaware Forest Service and we anticipate reimbursement in the amount of $462.50, representing ½ the cost. This is funded as part of our 2014 Urban Forestry Grant Application.

Discussion Items

There are two items Councilwoman Lecates requested are discussed as a group:

1. Banner Discussion & Selection (See handout); and
2. Trash Receptacle Placement (See handout)

Motion by Councilperson Barlow, seconded by Councilperson Lecates, to move forward with purchasing the trash cans. **APPROVED (unanimous).**

Notice of Retirement – Chief William S. Topping

Earlier today the Mayor and I received a Notice of Retirement from Police Chief William S. Topping. Accordingly, the Chief will be stepping down from operational control immediately and will be utilizing leave until his official retirement date of November 1, 2015.

Motion by Councilperson Lecates, seconded by Councilperson Barlow, to accept Notice of Retirement from Chief Topping. **APPROVED (unanimous).**

Motion by Councilperson Hartstein, seconded by Councilperson Barlow, to approve the Mayor's recommendation to appoint Captain Holm as Interim Police Chief – concurrence of Town Council. **APPROVED (unanimous).**

Motion by Councilperson Barlow, seconded by Councilperson Lecates, to begin the process of hiring a new Police Chief. **APPROVED (unanimous).**

B. BILL BRADLEY – DIRECTOR OF PUBLIC WORKS

The Town of Georgetown pumped almost 218m gallons of water last year, with an average of 600,000 gallons per day. At this time the new South Railroad Avenue Water Plant is in full operation and is running with the Del-Tech Water Plant. They are supplying the daily flows with only having around a 12hr run time from the Plants. We had both water towers cleaned and the entire water system has been flushed this year to ensure good quality water.

The Public Works Department is working on the King Street Plant Upgrades to redesign that water plant to send it out to bid and start that project soon.

The Sewer Line Repair Project is scheduled to start this month with relining and replacing of pipes and manholes.

8. PUBLIC COMMENT

Councilperson Barlow commented on the outstanding job that Chief Topping has done since being employed by the Town of Georgetown. Councilperson Barlow is so very grateful for his years of service to the Town.

9. ADJOURNMENT

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

APPROVED:

Chris Lecates

Chris Lecates, Secretary

ATTEST:

Eugene S Dvornick Jr

Eugene S Dvornick Jr, Town Manager