

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, July 22, 2015
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 7:00 P.M. Regular Meeting

PRESENT:

Bill West, Mayor
Rebecca Johnson-Dennis, Ward Two
Chris Lecates, Ward Three
Dave Anderson, Ward Four

STAFF PRESENT:

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

ABSENT:

Steve M Hartstein, Ward One

7:00 P.M. REGULAR MEETING

1. PLEDGE OF ALLEGIANCE

Mayor West led the Pledge of Allegiance.

2. INVOCATION

Councilperson Lecates led the invocation.

3. ADOPTION OF THE AGENDA

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

4. APPROVAL OF JULY 8, 2015 TOWN COUNCIL MINUTES

Motion by Councilperson Anderson, seconded by Councilperson Johnson-Dennis, to approve the minutes as presented. **APPROVED (unanimous).**

5. TOWN HALL RENOVATIONS – USDA FUNDING

Town Manager presented Council with an overview of the proposed Town Hall renovations and the necessary USDA funding for completion.

Motion by Councilperson Lecates, seconded by Councilperson Anderson, to move forward with the proposed renovations. **APPROVED (unanimous).**

6. PLANNING COMMISSION APPOINTMENT

One seat is currently up for appointment, due to Chet Johnson resigning from the Commission. One letter of interest was received from Linda J Dennis.

Mayor West recommended the appointment of Linda J Dennis to the Planning Commission.

Motion by Councilperson Lecates seconded by Councilperson Johnson-Dennis to approve the Mayor's recommendation of appointing Linda J Dennis to the Planning Commission. **APPROVED (unanimous).**

7. **ADOPTION OF RESOLUTION #2015-2 DOWNTOWN INCENTIVE FOR SIGNAGE**

This Ordinance re-establishes the Downtown Incentive for Signage that was originally adopted last year in the amount of \$3,000.00 making it possible for 6 grant awards. In the future this item will be an actual item on the budget adoption resolution.

Motion by Councilperson Johnson-Dennis, seconded by Councilperson Lecates, to adopt Resolution #2015-2. **APPROVED (unanimous).**

“Resolution #2015-2 is incorporated as part of the minutes”.

8. **DOWNTOWN INCENTIVE GRANT – FAMILY INTERNATIONAL MARKET**

Town Manager presented an overview of the grant application for the Family International Market on East Market St. The applicant has worked intensively with the Town on this project.

Motion by Councilperson Lecates, seconded by Councilperson Anderson, to approve the Downtown Incentive Grant for the Family International Market in the amount of \$500.00. **APPROVED (unanimous).**

9. **DUFFIELD ASSOCIATES – PLAN REVIEW SERVICES PROPOSAL**

Town Manager presented the Council with an overview of the plan review services proposal, the proposal has also been reviewed by the Town Solicitor. Today we received the General Contract Conditions which is also being reviewed by the Town Solicitor. Council can approve this subject to some minor added insurance changes.

Motion by Councilperson Lecates, seconded by Councilperson Johnson-Dennis, to approve the Plan Review Services Proposal contingent on the approved language changes. **APPROVED (unanimous).**

10. **DEPARTMENTAL REPORTS**

A. GENE DVORNICK – TOWN MANAGER

123 West Market Street

The Town has been approached by two local realtors regarding efforts to market and sell the property at 123 West Market Street. East Coast Realty is interested in a six month listing, with a 4% commission. SCOAR is interested in promoting the property through the Peninsula Commercial Alliance (specializes in Sussex County’s commercial real estate market). Both have expressed confidence in the ability to secure a buyer; however, exclusive listing is requested.

Motion by Councilperson Lecates, seconded by Councilperson Anderson, to list with Peninsula Commercial Alliance for 6 months not to exceed 5% commission. **APPROVED (unanimous).**

Municipal Street Aid

The Town has received notification from the Department of Transportation our FY 2016 allocation for Municipal Street Aid is \$145,126.81. We had budgeted \$100,000.00 for FY 2016. Just a reminder this funding may be impacted as the State works on their FY 2017 budget.

Referendum

Staff was requested to prepare a potential timeline should the Town wish to go to referendum regarding 37 and 39 The Circle (Town Hall and Annex renovations). A timeline and copy of the most recent presentation (given November 2013), regarding the need for renovations, has been prepared and distributed. Should we chose to move forward and hold a referendum in mid-October, formal action would need to begin at the August 12, 2015 Council Meeting.

Motion by Councilperson Lecates, seconded by Councilperson Anderson, to move forward with the referendum for 37 & 39 The Circle. **APPROVED** (unanimous).

Zoning Definition – Front Yard

There was a request to review the definition of Front Yard and identify potential modifications. I have handed out material for your review (see hand out) and request some direction as to what modifications you'd like to implement.

Miscellaneous

- Upcoming Events:
 - Georgetown Police Department Open House, Thursday, July 23rd, 5:00 PM – 7:00 PM

11. PUBLIC COMMENT

Linda Miller, 14 Clover Drive, spoke on Dave Hume, Code Enforcement Officer and the outstanding job he has done in the past couple weeks. He was kind, very knowledgeable, pleasant, and had done a great job, and I would like to commend him on a job well done.

Linda Dennis, 4 Huckleberry Dr, thanked Council for her appointment to the Planning Commission. Ms Dennis also spoke on the Comprehensive Plan, the way the Town is headed and the importance of having a close communication between the Council and the Commission on what our future is and what we would like to see and what we wouldn't like to see. Ms Dennis asked questions on the referendum in regards to the amount being borrowed and voiced concerns with the previous interior design of 37 The Circle. Ms Dennis agreed to setting a maximum amount of borrowing.

Councilperson Lecates presented Council on a project for the Playground, the "Little Free Library". The Town will stock the LFL with a variety of good quality books that we hope will interest children. The Town will be collecting gently used books.

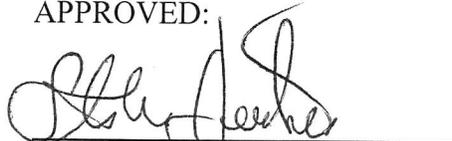
Councilperson Anderson recognized the Georgetown Little League. There are currently three teams that have won the District Championship, a 9-10 yr old Pat Knight Team, a 9-10 All Star Team, and a 16-18 Big League Georgetown/Millsboro Team won District, State and as of this morning they're still one win away from the World Series. Mayor West asked Councilperson Anderson if the Pat Knight Team could be recognized for their achievement at one of our concerts.

A plaque was received from the Softball Little League World Series from last year for use of the light tower and bike racks, with a request for permission to use them again this year. Mayor West approved the request.

12. ADJOURNMENT

Motion by Councilperson Lecates, seconded by Councilperson Anderson, to adjourn at 7:32p.m. **APPROVED (unanimous).**

APPROVED:



Steve M Hartstein, Secretary

ATTEST:



Eugene S Dvornick Jr, Town Manager