

**TOWN OF GEORGETOWN  
TOWN COUNCIL MEETING AGENDA**

Meeting Date: Tuesday, November 10, 2015  
Location: Town Hall, 39 The Circle, Georgetown, DE  
Time: 6:45 P.M. Public Hearing  
7:00 P.M. Regular Meeting

6:45 P.M. Public Hearing

Community Development Block Grant (CDBG) 2016 Funding Request

*This presentation will provide an overview of the CDBG program and offer an opportunity for the Town Council to discuss potential projects.*

7:00 P.M. Regular Meeting

- I. Pledge of Allegiance
2. Invocation
3. Adoption of Agenda
4. Approval of October 28, 2015 Town Council Minutes
5. Proclamations for November
  - A. Small Business Saturday
  - B. National American Indian Heritage Month
  - C. Pancreatic Cancer Awareness Month
  - D. Diabetes Awareness Month
6. 2016 CDBG Application – Sussex County Community Development Office
  - A. Resolution #2015-5 Federal Fair Housing Law
  - B. Resolution #2015-6 Application for CDBG Funds
7. 2<sup>nd</sup> Reading & Adoption of Ordinances
  - A. Ordinance #2015-17 Occupancy Limitations
8. GREAT Fund Application Request for Funding – New Year’s Eve Celebration
9. Departmental Reports
  - A. Bill Bradley – Director of Public Works
10. Public Comment
- II. Adjournment

The agenda items as listed may not be considered in sequence. This agenda is subject to change to include additional items including executive sessions or the deletion of items including executive sessions, which arise at the time of the meeting. Persons with disabilities requiring special accommodations to attend this meeting should contact the Town Office in writing 72 hours in advance of the meeting, stating their needs in order to have them addressed under the requirements of the Americans with Disabilities Act (ADA).

TOWN COUNCIL  
PUBLIC HEARING INFORMATION SHEET

ITEM: 2016 CDBG Application – Sussex County Community Development Office

ITEM NO: N/A

DATE: November 10, 2015

PRESENTER: Brad Whaley, Sussex County Community Development Office

DESCRIPTION: This presentation will provide an overview of the CDBG program and offer an opportunity for the Town Council to discuss potential projects.

BACKGROUND: Previous CDBG projects in Georgetown have included funding for Code Enforcement, Housing Rehabilitation, Drainage Improvements, Water and Sewer Connections, S Railroad and Savannah Road Sidewalks, and Margaret Street.



## Proclamation

*For*

### Small Business Saturday

**Whereas**, the Mayor and Council of Georgetown, Delaware, celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are currently 27.9 million small businesses in the United States, they represent more than 99.7 percent of American employer firms, create more than two-thirds of the net new jobs, and generate 46 percent of private gross domestic product, as well as 54 percent of all US sales; and

**Whereas**, small businesses employ over 55 percent of the working population in the United States; and

**Whereas**, 89 percent of consumers in the United States agree that small businesses contribute positively to the local community by supplying jobs and generating tax revenue; and

**Whereas**, 87 percent of consumers in the United States agree that small businesses are critical to the overall economic health of the United States; and

**Whereas**, 93 percent of consumers in the United States agree that it is important for people to support the small businesses that they value in their community; and

**Whereas**, Georgetown, Delaware supports our local businesses that create jobs, boost our local economy and preserve our neighborhoods; and

**Whereas**, advocacy groups as well as public and private organizations across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

**Now, Therefore**, I, William E. West, Mayor of Georgetown, Delaware do hereby proclaim, November 28, 2015, as:

#### ***SMALL BUSINESS SATURDAY***

**And** urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

In Witness Whereof, I have hereunto set my hand and caused the Seal of this town to be affixed this 10<sup>th</sup> day of November, 2015.

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William E West, Mayor



## Proclamation

Presented to the  
AMERICAN INDIANS COMMITTEE  
In Honor of

# NATIONAL AMERICAN INDIAN HERITAGE MONTH

*WHEREAS*, the history and culture of our great nation have been significantly influenced by American Indians and indigenous peoples; and

*WHEREAS*, the contributions of American Indians have enhanced the freedom, prosperity, and greatness of America today; and

*WHEREAS*, their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and

*WHEREAS*, Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George Bush in August 1990, designating the month of November as National American Indian Heritage Month; and

*WHEREAS*, in honor of National American Indian, community celebrations as well as numerous cultural, artistic, educational and historical activities have been planned; and

*THEREFORE*, I, William E West, by virtue of the authority vested in me as Mayor of the Town of Georgetown, do hereby proclaim November as:

## National American Indian Heritage Month

in the Town of Georgetown, Delaware, and urge all our citizens to observe this month with appropriate programs, ceremonies, and activities.

In Witness Whereof, I have hereunto set my hand and caused the seal of this Town to be affixed this 10<sup>th</sup> day of November, 2015.

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William E West



## Proclamation

Declaring November 13<sup>th</sup>

### World Pancreatic Cancer Day

**WHEREAS**, in 2015, an estimated 48,960 people will be diagnosed with pancreatic cancer in the United States and 40,560 will die from the disease, and;

**WHEREAS**, pancreatic cancer is one of the deadliest cancers, is currently the fourth leading cause of cancer death in the United States and is projected to become the second by 2020;

**WHEREAS**, pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits at just seven percent;

**WHEREAS**, when symptoms of pancreatic cancer present themselves, it is generally late stage, and 73 percent of pancreatic cancer patients die within the first year of their diagnosis while 93 percent of pancreatic cancer patients die within the first five years;

**WHEREAS**, approximately 140 deaths will occur in Delaware in 2015;

**WHEREAS**, pancreatic cancer is the 7<sup>th</sup> most common cause of cancer-related death in men and women across the world;

**WHEREAS** there will be an estimated 367,000 new pancreatic cancer cases diagnosed globally in 2015;

**WHEREAS**, the good health and well-being of the residents of Georgetown are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes, and effective treatments; therefore be it

**RESOLVED THAT, I, William E West, by virtue of the authority vested in me as Mayor of the Town of Georgetown do hereby designate November 13<sup>th</sup> as:**

### World Pancreatic Cancer Day

in the Town of Georgetown, Sussex County, Delaware

In Witness Whereof, I have hereunto set my hand and caused the Seal of this town to be affixed this 10<sup>th</sup> day of November, 2015.

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William E West, Mayor



**Proclamation  
For  
Diabetes Awareness Month**

**Whereas**, nearly twenty-six million Americans have diabetes, a serious disease that has no cure, with someone diagnosed with type 1 diabetes every 35 seconds; and

**Whereas**, type 1 diabetes is an autoimmune disease that strikes children and adults suddenly and lasts a lifetime, requiring them to take multiple injections of insulin daily or continually infuse insulin through a pump; and

**Whereas**, one of the most significant risk factors for type 2 diabetes is obesity, those at risk of developing type 2 diabetes can reduce their chances of developing the disease by engaging in regular physical activity, maintaining a healthy weight and making nutritious food choices; and

**Whereas**, with more and more people becoming affected by diabetes every day, we must work together to better prevent, manage, and treat this disease; and

**Whereas**, an increase in community awareness of risk factors and symptoms related to diabetes can improve the likelihood that people with diabetes will get the attention they need before developing the disease its devastating complications; and

**Whereas**, with more than \$1.5 billion allocated to research since 1970, the Juvenile Diabetes Research Foundation is the worldwide leader in research funding for type 1 diabetes, and is committed to improving the lives of those with diabetes today and in the future.

**THEREFORE**, I, William E West, by virtue of the authority vested in me as Mayor of the Town of Georgetown do hereby proclaim November as:

**Diabetes Awareness Month**

in the Town of Georgetown, Sussex County, Delaware and urge all residents to give full support to efforts enabling people with diabetes to live full and productive lives.

In Witness Whereof, I have hereunto set my hand and caused the Seal of this town to be affixed this 10<sup>th</sup> day of November, 2015.

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**William E West, Mayor**



**Town of Georgetown  
Resolution #2015-5**

**WHEREAS**, the Town of Georgetown recognizes the importance of fair housing for the citizens of Georgetown; and

**WHEREAS**, the Town of Georgetown supports the goals of the Federal Fair Housing Law,

**WHEREAS**, the Town of Georgetown heartily encourages all parties involved in the renting, selling or financing of housing in the Town of Georgetown to insure that no person shall, on the grounds of race, color, national origin or sex, be discriminated against or denied a fair and equal opportunity to housing; and

**BE IT FURTHER RESOLVED**, that the Town of Georgetown, when acting as administrator of a Community Block Grant, is hereby authorized to take such actions as deemed necessary to affirmatively further Fair Housing in connection with the said Community Development Block Grant.

**ADOPTED** by a majority vote of the Town Council of Georgetown this \_\_\_\_\_ day of \_\_\_\_\_.

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William E West, Mayor  
Town of Georgetown

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Steve M Hartstein, Secretary  
Town of Georgetown



**Town of Georgetown  
Resolution #2015-6**

**ENDORISING A PROJECT TO BE SUBMITTED TO THE DELAWARE STATE HOUSING AUTHORITY FOR FUNDING FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND AUTHORIZING TODD LAWSON, SUSSEX COUNTY ADMINISTRATOR, TO SUBMIT APPLICATION**

**WHEREAS**, the Town of Georgetown resolves to apply for Community Development funds from the Delaware State Housing Authority in accordance with appropriate regulations governing Community Development Block Grants, State of Delaware Program for Block Grants as contained in (Sections 570.488-499 24 CFR U.S. Department of Housing and Urban Development); and,

**WHEREAS**, the Town of Georgetown has met the application requirements of (Attachment E-Delaware Community Development Block Grant Program Policies and Procedures) Citizen Participation requirements; and,

**WHEREAS**, Sussex County plans on accomplishing code enforcement/infrastructure/rehabilitation projects with CDBG funds; and,

**WHEREAS**, the Town of Georgetown hereby agrees to allow Sussex County to accomplish the projects in targeted areas of the Town of Georgetown; and,

**WHEREAS**, the Town of Georgetown and Sussex County are in agreement with this activity.

**NOW THEREFORE, BE IT RESOLVED** by the Town of Georgetown and Sussex County that they endorse and grant permission for the following activity:

APPLICATION: Rehabilitation/Infrastructure/Demolition

The total CDBG grant request is \$\_\_\_\_\_.

\_\_\_\_\_  
William E West, Mayor

\_\_\_\_\_  
Dave Anderson

\_\_\_\_\_  
Steve Hartstein, Secretary

\_\_\_\_\_  
Rebecca Johnson-Dennis

\_\_\_\_\_  
Chris Lecates

I DO HEREBY CERTIFY THAT THE FOREGOING TITLE OF RESOLUTION NO. 2015-6, ADOPTED BY THE TOWN OF GEORGETOWN, IS THE SAME TITLE OF RESOLUTION NO. \_\_\_\_\_ ADOPTED BY THE COUNTY COUNCIL OF SUSSEX COUNTY ON THE \_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Robin A. Griffith  
Clerk of the County Council



**ORDINANCE #2015-17**

**AN ORDINANCE TO AMEND THE CODE TO THE TOWN OF GEORGETOWN, BY AMENDING CHAPTER 116, ENTITLED HOUSING STANDARDS**

THE TOWN COUNCIL OF THE TOWN OF GEORGETOWN IN COUNCIL MET AND HEREBY ORDAINS:

Section 1. Chapter §116, Housing Standards, of the Code of the Town of Georgetown is hereby amended as follows:

§ 116-69 Occupancy limitations.

A. Occupancy limitations relative to the size of the dwelling.

(1) Minimum area requirements: The Town limits the number of adult occupants in a dwelling based upon the size of certain rooms in the dwelling.

**(2) All footage requirements are additive. For instance, the Kitchen in a dwelling with 3 to 5 occupants must be at least 100 Square Feet (50 + 50). The Kitchen in a dwelling with 6 or more occupants must be at least 160 Square Feet (50 + 50 + 60).**

(3) The following table illustrates these limitations:

**Minimum Area in Square Feet**

<b>Space</b>	<b>1 to 2 Occupants</b>	<b>3 to 5 Occupants</b>	<b>6 or more Occupants</b>
Living room	No requirements	120	<u>+additional</u> 150
Dining room	No requirements	80	<u>+additional</u> 100
Kitchen	50	<u>+additional</u> 50	<u>+additional</u> 60

B. Occupancy limitation applied to bedrooms:

<b>Bedroom Size (square feet)</b>	<b>Maximum Number of Occupants per Room*</b>
70	1
<del>100</del> <b><u>170</u></b>	2
<del>150</del> <b><u>320</u></b>	3
<del>200</del> <b><u>370</u></b>	4

\*Number of occupants includes adults and children

(1) Bedrooms:

- (a) Must contain at least 70 square feet of floor area for the first occupant; **must contain an additional 100 square feet of floor area for the if occupied (or able to be occupied) by a** second occupant, plus an additional 50 square feet per **additional** individual if occupied **(or able to be occupied)** by more than ~~one~~ **two** persons. **For example, a bedroom with maximum 3 occupants must be at least 320 square feet (70 + 100 + 50).**
- (b) Bedrooms must not be the only access to other bedrooms or habitable space and must not constitute the only exit from other habitable space.
- (c) Every bedroom must have access to a bathroom without having to pass through another bedroom.
- (d) Kitchens and other nonhabitable space must not be used for sleeping purposes.
- (e) Bedrooms must provide light, ventilation, room area, ceiling height and room width in conformity with the code, and must be in conformity with Delaware State Fire Prevention Commission Regulations.

**Section 2.** This Ordinance shall become effective following its adoption by a majority vote of all members elected to the Town Council.

**BE IT ENACTED** by the Town Council of the Town of Georgetown, Delaware on the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2015.

\_\_\_\_\_  
William E West, Mayor

\_\_\_\_\_  
Steve M Hartstein, Secretary

1<sup>st</sup> Reading: October 28, 2015  
2<sup>nd</sup> Reading: November 10, 2015  
Adoption: November 10, 2015

TOWN COUNCIL  
AGENDA ITEM INFORMATION SHEET

ITEM: GREAT Fund Application Request for Funding –  
New Year’s Celebration

ITEM NO: 8

DATE: November 10, 2015

The New Year’s Eve Committee is requesting \$3,000.00 which will help offset expenses.

The current balance is \$126,543.12 as of 11/4/15.

The requested \$3,000.00 falls under Arts & Recreation.

Breakdown of Expenses and Donations:			
	Expenses	Donations	Difference
Dirt Road Outlawz	\$2,100.00		
Police Coverage	\$1,500.00		
Street Staff	\$ 800.00		
Picture Booth	\$ 650.00		
Lighting	\$1,000.00		
Tent	\$ 900.00		
Misc	\$ 550.00		
Megee Motors		\$1,500.00	
Preston		\$1,500.00	
1st State Chevy		\$1,500.00	
	\$7,500.00	\$4,500.00	\$3,000.00