

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, April 13, 2016
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 6:30 P.M. Presentation
7:00 P.M. Regular Meeting

PRESENT:

Bill West, Mayor
Steve M Hartstein, Ward One
Rebecca Johnson-Dennis, Ward Two
Chris Lecates, Ward Three
Bob Holston, Ward Four

STAFF PRESENT:

Kristen Dabrowski, Receptionist
Eugene S. Dvornick, Jr, Town Manager
Eric Rust, Superintendent of Wastewater
Reclamation Facility

ABSENT:

Jason Loar, Town Engineer
Stephani Ballard, Town Solicitor

6:30 P.M. Presentation – Downtown Development District Plan

Town Manager spoke, this is an opportunity for AECOM to present the information related to our Downtown Development District Plan that we have been working on with our Task Force since November. We have had six (6) meetings where we have put together what the plan is, some of the ideas, and provided an opportunity for comment from members of Council, Planning Commission, and the Community.

Kyle Gulbranson with AECOM presented Council with an overview of the Downtown Development District Plan.

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

Move Item #5 to Item #7

Change #6 & #7 Respectively

Motion by Councilperson Hartstein, seconded by Councilperson Holston, to adopt the agenda as amended. **APPROVED (unanimous).**

4. APPROVAL OF MARCH 23, 2016 TOWN COUNCIL MINUTES

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

5. PROCLAMATION – ARBOR DAY

A proclamation in recognition of the observance of Georgetown's Arbor Day which is part of a Tree City USA Qualification Event.

6. LEAD360 FINALISTS – JEFFERSON AWARDS

Diane Boga, Program Manager, Jefferson Awards Delaware, and Olivia Curzi, Intern, Jefferson Awards Delaware, with Lead360 presented Council with an overview of the Jefferson Awards/Lead360 Program in addition to recognizing the top five projects.

7. 2ND PRESENTATION & ADOPTION OF FY17 BUDGET

A. RESOLUTION #2016-1 ADOPTION OF FY17 BUDGET

Town Manager read the Resolution into the record.

Motion by Councilperson Lecates, seconded by Councilperson Hartstein to adopt Resolution #2016-1 Adoption of FY17 Budget. **APPROVED (unanimous).**
“Resolution #2016-1 is incorporated as part of the minutes.”

8. BOARD OF ELECTIONS APPOINTMENTS

The annual Municipal Election shall be conducted by a Board of Elections consisting of Anita Burney, Jane Hovington, and Rosalie Walls. Alternate: Joan Henry.

Motion by Councilperson Johnson-Dennis, seconded by Councilperson Holston to approve the Board of Elections Appointments. **APPROVED (unanimous).**

9. 1ST READING OF ORDINANCES

A. ORDINANCE #2016-5 ANIMALS – CHAPTER 52

Town Manager gave an overview of the ordinance. This is the first reading, no action at this time. 2nd reading will be April 27th, 2016.

B. ORDINANCE #2016-6 PROPERTY MAINTENANCE – CHAPTER 165

Town Manager gave an overview of the ordinance. This is the first reading, no action at this time. 2nd reading will be April 27th, 2016.

10. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

Tree City USA – 2015

The town received notification our application for Re-certification as a Tree City USA has been approved. Congratulations on our third year. Earlier today we received a saucer magnolia tree, complements of the Delaware Forest Service. Public Works is looking into a suitable location at the Bedford Street Park for planting.

New Bank Accounts

Late last week, Finance Staff and I met with Chief Hughes to review various grants and funds being received by the Police Department. As a result of the meeting we agreed it was best to open two new bank accounts: one for funds received from the Combating Violent Crime and one for funds received through Equitable Sharing. This will help with the accounting and tracking of these funds. Accordingly, the Finance Staff and I suggest the Town open two separate accounts at County Bank as presented. If approved, this would take place May 1, 2016.

Motion by Councilperson Lecates, seconded by Councilperson Hartstein to grant authorization to the Town Manager and the Finance Staff to open two new accounts for our Police Department with County Bank. **APPROVED (unanimous).**

123 West Market Street

Settlement on 123 West Market Street is scheduled for Thursday, April 14th at 1:30 PM. Proceeds received by the Town will be deposited into the Annexation Account.

Registered Compassion Center (Medical Marijuana) Ordinance

The committee formed to review the Registered Compassion Center (Medical Marijuana) Ordinance met on Monday of this week. Several modifications were made to the draft ordinance to address concerns and enhance the Ordinance. This will be presented at the April 27th meeting for a first reading. Thank you to the Committee Members: Mayor West, Anita Burney, Linda Dennis, Barb Holston, Gary Tonge, and Jocelyn Godwin.

Roadwork Updates

- Burger King Road: I am pleased to report Burger King Road has officially been deeded to the Town. Final documents were recorded late yesterday. Public Works is in the process of obtaining updated estimates for the required repair and rehabilitation.
- Broad Alley: Deed and easement documents for the abandonment of Broad Alley are in the process of being finalized and it is anticipated they will be ready for signature at the April 27th meeting.
- South Railroad Avenue: Installation of the handicap ramps have been completed. Mill and overlay should begin in the next week or so.

Urban Forestry Program

The Town received notice our 2016 Urban and Community Forestry Grant request was approved in an amount of \$1,229.00. This will cover new trees at Wilson Park and the North King Street Playground. Additionally, the Georgetown Little League was approved in an amount of \$1,148.00 for new trees at the Little League Fields. Planting at all three locations will be coordinated by the Town.

Wastewater Facility Permit Renewal

As part Town's Wastewater permit renewal, DNREC is requiring additional monitoring wells and Lysimeters to be installed. To get this done, the Town through Davis, Bowen & Friedel has received quotes as follows:

1. Monitoring well installation: \$13,360.00 (John Hines)
2. Lysimeter installation: \$5,000.00 (Environmental Resources, LLC)
3. Survey services (pre and post installation): \$3,580.00 (Davis, Bowen & Friedel)

Motion by Councilperson Johnson-Dennis, seconded by Councilperson Lecates to grant authorization up to \$21,940.00 for additional monitoring wells and survey as required for renewal of our wastewater facility permit. **APPROVED (unanimous).**

2016 Annual Municipal Election

Statements of Candidacy for Mayor, Ward 3, and Ward 4 are available. The deadline for completion and filing is April 22, 2016. Should an election be needed, it will be held on Saturday, May 14, 2016 from 10:00 AM to 6:00 PM.

Miscellaneous

- Legislative Update:
 - Town Manager went over the House Bills that have passed
- Upcoming Events:
 - Town Council Meeting: Friday, April 22nd, 5:00 PM, Certification of Candidates, Town Hall
 - Town Council Meeting: Wednesday, April 27th, 7:00 PM, Regular Meeting, Town Hall
 - Delaware League of Local Governments: Thursday, April 28th, 5:30 PM, Duncan Center (Dover)

B. ERIC RUST – SUPERINTENDENT OF WASTEWATER RECLAMATION FACILITY

1. Flows:

Influent Flow January to March 2016:
83.67 mg Gallons Sprayed Town's Field
18.80 mg Gallons Sprayed Baxter's Fields
2.85 mg Gallons Sprayed Pettyjohn's Woods
40.83 mg Lagoon Depths – 75mg, 44.50' 15mg, 6.25'
2. The waste water has been rerouted from the Wal-Mart station. Now, it goes to the new College Park station. This station can handle a lot more flow.
3. Synagro, the company that hauls our sludge is scheduled to come in next week and haul a million gallons to Baxter Farms, weather permitting. The process usually takes about a week.

11. PUBLIC COMMENT

Mayor West commented on the new Town flags that were just put up today. He thanked Public Works for putting them up.

12. ADJOURNMENT

Motion by Councilperson Lecates, seconded by Councilperson Holston, to adjourn at 7:30pm. **APPROVED (unanimous).**

APPROVED:



Steve M Hartstein, Secretary

ATTEST:



Eugene S Dvornick Jr, Town Manager