

**TOWN OF GEORGETOWN  
TOWN COUNCIL MEETING MINUTES**

**Meeting Date:** Wednesday, January 13, 2016  
**Location:** Town Hall, 39 The Circle, Georgetown, DE  
**Time:** 7:00 P.M. Regular Meeting

**PRESENT:**

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

**STAFF PRESENT:**

Angela Townsend, Town Clerk  
Eugene S Dvornick, Jr Town Manager  
Stephani Ballard, Town Solicitor  
Eric Rust, Sup of Reclamation Facility

**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 Hartstein, seconded by Councilperson Johnson-Dennis, to adopt the agenda as presented. **APPROVED (unanimous)**.

**4. APPROVAL OF DECEMBER 9, 2015 TOWN COUNCIL MINUTES**

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

**5. DAVIS, BOWEN & FRIEDEL, INC - ENGINEERING COSTS PROPOSAL – 37 & 39 THE CIRCLE**

Town Manager presented Council with an overview of the proposal architectural and engineering services. The work will be funded through the Community Facilities Grant Program from the USDA with some matching funds from the Town. Three items of the proposal we are not approving at this time is C. Contract Administration, D. Project Inspection, and E. Exclusions/Additional Services.

Motion by Councilperson Johnson-Dennis, seconded by Councilperson Lecates, to authorize the Town Manager to execute the proposal and not to exceed \$88,000.00. **APPROVED (unanimous)**.

**6. COLLEGE PARK PUMP STATION**

**A. DEDICATION**

Motion by Councilperson Lecates, seconded by Councilperson Anderson, to accept dedication of the pump station subject to final review by the Town Solicitor. **APPROVED (unanimous)**.

**B. BOND REDUCTION**

Motion by Councilperson Lecates, seconded by Councilperson Anderson, to accept the bond reduction of 10% of the \$1,961,044.50 in the amount of \$196,104.45 in addition to the Performance Bond required for Biden Avenue in the amount of \$297,672.00 equaling a total of \$493,776.45. **APPROVED (unanimous)**.

7. **2<sup>ND</sup> READING & ADOPTION OF ORDINANCES**

**A. ORDINANCE #2015-18 RECREATIONAL VEHICLES**

Following the first reading modifications were made to paragraph C regarding “screening from adjacent properties” and deletion of paragraph D Screening. After discussion earlier additional concerns about parking at Wal-Mart and other things were brought up, it was suggested to table this Ordinance.

Motion by Councilperson Lecates, seconded by Councilperson Hartstein, to table Ordinance #2015-18 Recreational Vehicles. **APPROVED (unanimous).**

**B. ORDINANCE #2015-19 BUILDING CONSTRUCTION**

Motion by Councilperson Lecates, seconded by Councilperson Johnson-Dennis, to adopt Ordinance #2015-19 Building Construction. **APPROVED (unanimous).**  
**“Ordinance #2015-19 is incorporated as part of the minutes.”**

8. **DEPARTMENTAL REPORTS**

**A. GENE DVORNICK – TOWN MANAGER**

**FOP Contract Negotiations**

First meeting with the Georgetown Police Department Bargaining Unit was held on Friday, January 8, 2016. At this time we have agreement on ground rules and have received the Bargaining Units first set of proposed contract modifications. The Town Team will be meeting on Wednesday, January 20<sup>th</sup> to review the modifications and prepare our response. After that, another meeting will be set with the FOP.

**Single Audit Requirement**

The A-133 Single Audit Requirements for Fiscal Year 2015 have been completed and are available to anyone wishing a copy.

**2016 Urban and Community Forestry Grant Application**

The Town is preparing our Urban and Community Forest Grant Application. This year we will be submitting a request for assistance with removal of the diseased and dead tree located on South Bedford Street and The Circle (near Citizen’s Bank). Additionally, we are working with the Georgetown Little League to prepare an application for a tree planting project. This grant program is a 1:1 match.

**New Street Light Request**

The Town has received a request to install a new street light along South Race Street to improve area lighting and security. Delmarva Power has been contacted and once a cost estimate is prepared it will be presented to the Mayor and Council for formal action.

**Alley Abandonment**

The Town has received a request from a property owner to consider the abandoning of Broad Alley between Cedar Street and East Laurel Street (see handout). Should Council wish to move forward on the request, there is a specific process outlined in Delaware Code for abandonment of streets.

Motion by Councilperson Lecates, seconded by Councilperson Anderson, to move forward with the process of abandoning Broad Alley. **APPROVED (unanimous).**

**Special Event Policy**

At the December 9, 2015 Council Meeting the draft of a Special Event Policy was distributed. With input from Councilperson Lecates and the Town Solicitor, a final copy has been prepared. Updated copies have been provided this evening – should

you have any additional items you'd like included, please let me know by Wednesday, January 20, 2016. This policy will be placed on the January 27<sup>th</sup> agenda for formal action.

**King Street Water Treatment Facility Upgrade**

The King Street Water Treatment Facility Upgrade Project bid opening is scheduled for Thursday, January 14<sup>th</sup> at 2:00 PM. Once all bids have been reviewed and verified for completeness, an award recommendation will be presented for action by Town Council.

**Family Court Visioning Session**

Mayor West and I will be attending a Visioning Session regarding the Family Court facilities in Kent and Sussex Counties on Wednesday, January 27, 2016. One concern has surfaced with respect to relocation within downtown Georgetown and it involves the current 35 foot/3 story height restriction. Working with Planning Administrator Jocelyn Godwin, we have prepared an option for consideration by the Mayor and Council. Council was supplied with a handout.

Motion by Councilperson Johnson-Dennis, seconded by Councilperson Lecates, showing their willingness to consider modification of our height restrictions. **APPROVED (unanimous).**

**Miscellaneous**

- Burger King Drive – Awaiting one final signature on the easement release and the final deed and dedication of the road to the Town of Georgetown can be completed. Both the Town and Fuqua, Willard & Yori representatives have made contact with the outstanding party.
- Reminders:
  - Town Offices will be closed on Monday, January 18<sup>th</sup> in observance of Martin Luther King, Jr. Day
  - The Town of Georgetown will be hosting the Sussex County Association of Towns February Dinner Meeting on Wednesday, February 3<sup>rd</sup> – please mark your calendar

**B. ERIC RUST – SUP OF RECLAMATION FACILITY**

1) Flows

**Influent Flow January – December 2015 288.2978 mg**

Total rain fall recorded at the plant for the year 41.65”

Gallons Sprayed on Town’s field in 2015 89.8079 mg

Gallons Sprayed on Baxter’s fields in 2015 78.2789 mg

Gallons Sprayed on Pettyjohn Woodlands 121.1873 mg

Lagoon Depths – 75mg, 7.0ft. 15mg, 6.0ft.

2) Upcoming Reports that will be due:

The 2014 Annual Spray Irrigation report is due by Feb 1<sup>st</sup>

The 2014 Quality Assurance report is due by Jan 31<sup>st</sup>

3) Had a meeting with Monica Boyer on Friday the 8<sup>th</sup> to go over the Spray Irrigation Permit renewal. No major changes are expected. She mentioned they may be adding Sodium and Chloride to our spray effluent limits. While we do not report them now, we do test for them and this will not be an issue for us.

Mayor West thanked the Wastewater Department for all they do.

**9. PUBLIC COMMENT**

- Correspondence from Primeros Pasos thanking the Town Council and Town staff for their assistance and patience while proceeding with expanding their services with a new facility.
- Clayton Townsend, 20293 Ennis Rd, thanked Council for bringing his vision of New Year's Eve to the Town of Georgetown. Had attended Berlin's function for years and knew that Georgetown was a better venue to hold an event such as this. The only complaint heard that night was the generators were too noisy. Mr. Townsend estimated approximately 1,000 to 1,200 people were in attendance.
- Mayor West commented on the first week in 2016, is excited on working with everyone, there is an election coming up this year, which is not going to stop us. We will continue with the Concerts, planning for the future by putting this Town on the map, and working with everyone here on Council for quite some time.

**10. EXECUTION SESSION**

The Town Council will meet in Executive Session for discussion of:

- A. A personnel matter on which the name, competency and ability of an individual employee is discussed,
- B. A strategy session, with respect to a pending litigation issue.

Motion by Councilperson Lecates, seconded by Councilperson Hartstein, to adjourn to Executive Session at 7:38p.m.

Executive Session exited at 8:40p.m.

Motion by Councilperson Lecates, seconded by Councilperson Anderson, to approve the purchase of piping not to exceed \$20,000.00 **APPROVED** (unanimous).

**11. ADJOURNMENT**

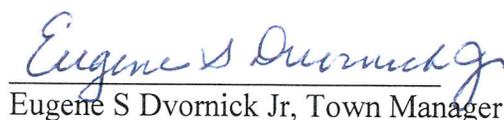
Motion by Councilperson Lecates, seconded by Councilperson Hartstein, to adjourn at 8:42p.m. **APPROVED** (unanimous).

APPROVED:



Steve M Hartstein, Secretary

ATTEST:



Eugene S Dvornick Jr, Town Manager