

**TOWN OF GEORGETOWN  
TOWN COUNCIL MEETING MINUTES**

**Meeting Date:** Wednesday, April 26, 2017  
**Location:** Town Hall, 39 The Circle, Georgetown, DE 19947  
**Time:** 7:00 P.M. Regular Meeting

**PRESENT:**

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

**STAFF PRESENT:**

Eugene S. Dvornick, Jr, Town Manager  
Stephani Ballard, Town Solicitor

**ABSENT:**

Chris Lecates, Ward Three

**1. PLEDGE OF ALLEGIANCE**

Town Manager Dvornick led the Pledge of Allegiance.

**2. INVOCATION**

Mayor West led the Invocation.

**3. ADOPTION OF AGENDA**

Motion by Councilman Hartstein, seconded by Councilwoman Johnson-Dennis to adopt the agenda as presented. **Motion Carried (unanimous)**

**4. APPROVAL OF MINUTES**

**A. APRIL 12, 2017 TOWN COUNCIL MINUTES**

Motion by Councilwoman Johnson-Dennis, seconded by Councilman Hartstein to approve the April 12, 2017 Town Council Minutes. **Motion Carried (unanimous)**

**B. APRIL 21, 2017 TOWN COUNCIL SPECIAL MEETING MINUTES**

Motion by Councilman Holston, seconded by Councilwoman Johnson-Dennis to approve the April 21, 2017 Town Council Special Meeting Minutes as presented.  
**Motion Carried (unanimous)**

**5. LEAD 360 FINALISTS – JEFFERSON AWARDS**

Kenny Monroe, intern with the Jefferson Awards Foundation, presented Council with an overview of the Jefferson Awards/Lead360 Program in addition to recognizing the top projects.

**6. 1<sup>ST</sup> READING OF ORDINANCES**

**A. ORDINANCE #2017-2 BURNING, OUTDOOR**

Town Manager presented Council with an overview of Ordinance #2017-2 Burning, Outdoor. This is the first reading. No action needed at this time.

**B. ORDINANCE #2017-3 PERSONNEL, USE OF TOWN SUPPLIES AND EQUIPMENT**

Town Manager presented Council with an overview of Ordinance #2017-3 Personnel, Use of Town Supplies and Equipment. This is the first reading. No action needed at this time.

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

**A. ORDINANCE #2017-1 AMEND CHAPTER 230: §230-200 PLANNING COMMISSION AND §230-179 BOARD OF ADJUSTMENT PROCEDURES**

Town Manager Dvornick presented Council with an overview of the Ordinance.

Motion by Councilman Holston, seconded by Councilman Hartstein to adopt Ordinance #2017-1 Amend Chapter 230: 230-200 Planning Commission and 230-179 Board of Adjustment Procedures. **Motion Carried (unanimous)**

**8. 2<sup>ND</sup> PRESENTATION & DECISION**

**A. CASE #2017-01 XERGY INC., CONDITIONAL USE APPLICATION**

Town Manager Dvornick requests that Mayor and Council table the decision for this case so they can have more time to review information that was received late yesterday afternoon.

Motion by Councilman Hartstein, seconded by Councilwoman Johnson-Dennis to table the decision for Case #2017-01 Xergy Inc., Conditional Use Application.  
**Motion Carried (unanimous)**

**9. DEPARTMENTAL REPORTS**

**A. TOWN MANAGER – GENE DVORNICK**

**2017 Annual Municipal Election**

With only one candidate, filing for Ward 1 and one for Ward 2 a municipal election will not be held this year. Swearing in will take place at the May 10, 2017 Town Council Meeting. We are in the process of drafting a Resolution for Amending the Town Charter to eliminate the Town Voter Registration and utilize the Department of Elections Voter Registration file, and restoring language mistakenly omitted during Charter revisions for handling uncontested elections.

*Council decided to move the Swearing in to the May 24, 2017 Town Council Meeting.*

**Condemned Property Update**

Currently there are five (5) properties under Condemnation Notice:

- 224 East Market Street (fire damage) – property owner has contracted for demolition of the structure;
- 26 Ingramtown Road (abandoned) – correspondence from property owner heir of intent to restore the property;
- 129 East Pine Street (fire damage) – property transferred to new owner on April 12, 2017 – action required on/before May 12, 2017;

- 101 Brittingham Lane (abandoned) – property owner indicated interior work completed, requesting Building Permit for exterior renovations. Code Enforcement to check property; and
- 203 East North Street (abandoned) – negative response from the property owner

It is my intent to advertise the Notice of Condemnation in a local paper allow for 15 days for any party with an interest in the property to contact the Town. Upon completion of the 15-day period, barring any contact the Town would raze the structures on the property.

The Town has received five (5) estimates (four received, one in process) for demolition of 203 East North Street:

East Coast Structural Movers	\$16,300.00	
Next Day Demolition	\$20,858.00	
Phillips Services	\$11,500.00	
Phillips Services	\$900.00	Remove 2 trees in front yard
Macklin \$ Sons	\$8,500.00	
Macklin & Sons	\$800.00	Remove 2 trees in front yard
Macklin & Sons	\$5,800.00	Asbestos removal – C&H Environmental
Clark General Contracting	In Process	

Additional demolition authorizes may be requested in the future.

Motion by Councilwoman Johnson-Dennis, seconded by Councilman Hartstein to authorize the Town Manager to enter a contract for demolition on the property to the lowers responsible bidder. **Motion Carried (unanimous)**

### **37 & 39 The Circle**

The preconstruction meeting for the Town Hall and Annex Project was held on Tuesday, April 25. The Notice to Proceed date is May 1, 2017 with a total project time of 365 days.

Project progress meetings are scheduled for the second and fourth Tuesdays of each month. USDA representatives will be attending the fourth Tuesday meetings.

### **Miscellaneous**

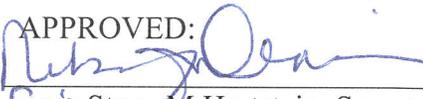
- Legislative Update
- Upcoming Events
  - **Delaware League of Local Governments:** Thursday, April 27, 5:30 PM, Duncan Center (Dover)
  - **Sussex County Associate of Towns:** Wednesday, May 3, 6:00 PM, hosted by Dewey Beach
  - **Sussex County Association of Towns Steering Committee:** Friday, May 5, 9:00 AM, Arena's at the Airport

## 10. PUBLIC COMMENT

- Suraj Gyani spoke in reference to Ordinance #2017-3 Personnel, Use of Town Supplies and Equipment.
  
- Donald Cornish, 101 Brittingham Lane
  - Five years ago I was given a permit to work on my house. I finished the interior work but my permit expired and I was not allowed to apply for a new permit because of my delinquent taxes and utilities. I would like to know what I can do to get permission to work on the exterior of the house.
    - Bill West, we will have our Code Enforcement Officer go out to the property to see what needs to be done then we will schedule a meeting with you to figure out how we can take care of the delinquent Tax and Utility payments.

## 11. ADJOURNMENT

Motion by Councilman Hartstein, seconded by Councilwoman Johnson-Dennis to adjourn at 7:41pm. **Motion Carried (unanimous)**

APPROVED:  
  
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Steve M Hartstein, Secretary

ATTEST:  
  
\_\_\_\_\_  
Eugene S Dvornick Jr., Town Manager