

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, December 13, 2017
Location: Town Hall, 39 The Circle, Georgetown, DE 19947
Time: 7:00 PM Regular Meeting

PRESENT:

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

STAFF PRESENT:

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

7:00 PM REGULAR MEETING

1. PLEDGE OF ALLEGIANCE

Town Manager Dvornick led the Pledge of Allegiance.

2. INVOCATION

Councilwoman Lecates led the invocation.

3. ADOPTION OF AGENDA

Motion by Councilman Hartstein, seconded by Councilman Holston to adopt the agenda as presented. **Motion Carried (unanimous)**

4. APPROVAL OF NOVEMBER 8, 2017 TOWN COUNCIL MINUTES

Motion by Councilwoman Johnson-Dennis, seconded by Councilwoman Lecates to approve the November 8, 2017 Town Council Minutes as presented. **Motion Carried (unanimous)**

5. LANKFORD SIGN RENEWAL

Motion by Councilwoman Lecates, seconded by Councilman Holston to approve the Lankford Sign Renewal for one (1) year. **Motion Carried (unanimous)**

6. HOLIDAY INCENTIVES – PARKING METER WAIVER

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to deny the Parking Meter Waiver. **Motion Carried (unanimous)**

7. RESOLUTIONS

A. RESOLUTION #2017-08 2018 HOLIDAY SCHEDULE

Motion by Councilman Hartstein, seconded by Councilwoman Johnson-Dennis to adopt Resolution #2017-08 2018 Holiday Schedule. **Motion Carried (unanimous)**

B. RESOLUTION #2017-09 2018 TOWN COUNCIL MEETING SCHEDULE

Motion by Councilwoman Lecates, seconded by Councilman Holston to adopt Resolution #2017-09 2018 Town Council Meeting Schedule. **Motion Carried (unanimous)**

8. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

Speed Limit Reduction Request

DelDOT has requested the Town consider reducing the speed limit along Seashore Highway (18/404) from the current 40 MPH to 35 MPH – this will complement the safety improvements and traffic designs planned along the roadway parallel to Delaware Tech and the Sun Behavioral/Beebe Medical Pavilion parcels. Area affected would be from DuPont Boulevard (Route 113) to the western Town Limits (See attached).

Motion by Councilwoman Johnson-Dennis, seconded by Councilman Hartstein to approve the speed limit reduction request along Seashore Highway from 40 MPH to 35 MPH.

Motion Carried (unanimous)

Street Projects

The Town has received proposals for two street projects: (1) South King Street and (2) Lee Avenue:

South King Street		Lee Avenue	
<u>Vendor</u>	<u>Proposal</u>	<u>Vendor</u>	<u>Proposal</u>
Jerry's Paving	\$ 39,071.85	C & J Paving	\$ 33,414.00
Del-Mar-Va Paving	\$ 43,478.00	Jerry's Paving	\$ 37,059.02
C & J Paving	\$ 45,728.00	Del-Mar-Va Paving	\$ 37,934.00

ADA Accessible Intersections

<u>Vendor</u>	<u>Proposal</u>
Shea Concrete	\$ 17,585.00

Funding for South King Street will be Municipal Street Aid and will require ADA Accessible improvements at various intersections. Lee Avenue will be billed to the adjoining property owners, who have been put on notice they bear maintenance responsibility. Goal for Lee Avenue is to have it turned over to the Town once improvements are completed.

Motion by Councilwoman Lecates, seconded by Councilman Holston to authorize \$56,657 from Municipal Street Aid for South King Street improvements and \$33,414 for Lee Avenue Improvements. Motion Carried (unanimous)

2018 Community Development Block Grant

The Town received the annual notice of scheduling public hearings for the 2018 Community Development Block Grant Funding. A Public Hearing is scheduled for Wednesday, January 10, 2018.

Change Orders – 37 & 39 The Circle

Progress on the Annex building is moving right along. There are currently three (3) Change Orders for approval by Council:

<u>Date</u>	<u>Description</u>		<u>Amount</u>	<u>Balance</u>
5/01/17	Contract Award – Contingency Allowance	\$	50,000.00	\$ 50,000.00
6/06/17	Additional CMU infill	\$	1,174.00	\$ 48,826.00
6/06/17	Remove tin ceiling – replace with drywall	\$	(467.00)	\$ 49,293.00
6/12/17	Flooring Change – Tile	\$	8,512.00	\$ 40,781.00
6/19/17	Miscellaneous wood framing repairs	\$	10,794.00	\$ 29,987.00
6/21/17	Additional elevator electric	\$	4,271.00	\$ 25,716.00
6/21/17	Install shingles – front gable	\$	1,056.00	\$ 24,660.00
7/11/17	Hat Channel Framing	\$	4,753.00	\$ 19,907.00
8/22/17	Door Change – Narrow to Wide	\$	715.00	\$ 19,192.00
8/22/17	Ceiling tile change	\$	477.00	\$ 18,715.00
9/25/17	Additional Stucco work	\$	1,760.00	\$ 16,955.00
9/25/17	ADA Compliant mirrors (4)	\$	645.00	\$ 16,310.00
9/25/17	Sign Revision	\$	(1,341.00)	\$ 17,651.00
9/25/17	Base Coat and mesh – Bldg sign	\$	1,045.00	\$ 16,606.00
9/29/17	D-Ring for Elevator Shaft	\$	664.00	15,942.00
9/29/17	V-Card – HVAC controls	\$	715.00	15,227.00
9/29/17	Extra work – Rear, patching, blockwork	\$	4,902.00	10,325.00
9/29/17	Base coat and mesh – Bldg. sign	\$	(10,45.00)	11,370.00
9/29/17	Upside Roof Gutters	\$	781.00	10,589.00
10/25/17	Electrical Chg. – Meter Pan to CT Cabinet	\$	2,043.00	8,546.00
11/22/17	Elevator Flooring	\$	1,144.00	7,402.00
11/22/17	Column Covers – CREDIT	\$	(25,435.00)	32,837.00
11/22/17	Column Base Repairs	\$	7,665.00	25,172.00
11/22/17	Front Sidewalk	\$	8,716.00	<u>16,456.00</u>

Weekly progress photographs are posted to the website and included in the Town Manager’s Weekly Report.

*Motion by Councilwoman Lecates, seconded by Councilman Hartstein to approve the four Change Orders totaling \$17,525. **Motion Carried (unanimous)***

Neighborhood Building Blocks Grant Application

The Town is currently working with KCI Technologies in preparing a \$10,000 Grant Application through the Neighborhood Building Block Fund. Focus will be in three (3) areas, related to the Downtown Development District:

Town Specific application recommendations:

- 2018 Hispanic Festival outreach in 2018 = \$2,000
- DDD Place making and identifying areas for improvements = \$7,500
- Reshaping Georgetown Workshop = \$3,000

Motion by Councilwoman Lecates, seconded by Councilman Holston to endorse the submittal of the Neighborhood Building Blocks Fund Grant Application totaling \$10,000.

Motion Carried (unanimous)

Miscellaneous

- Upcoming Events:
 - **Town Offices Closed:** Monday, December 25, in observation of Christmas Day
 - **Town Offices Closed:** Tuesday, December 26, in observation of the Day after Christmas
 - **Town Offices Closed:** Monday, January 1, in observation of New Year's Day

9. PUBLIC COMMENT

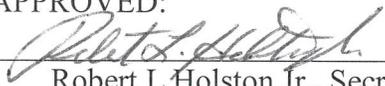
No one spoke.

10. ADJOURNMENT

Motion by Councilwoman Lecates, seconded by Councilman Holston to adjourn at 7:23pm.

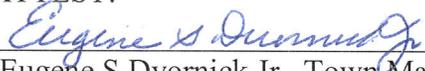
Motion Carried (unanimous)

APPROVED:



Robert L Holston Jr., Secretary

ATTEST:



Eugene S Dvornick Jr., Town Manager