

**TOWN OF GEORGETOWN  
TOWN COUNCIL MEETING MINUTES**

**Meeting Date:** Wednesday, January 10, 2018  
**Location:** Town Hall, 39 The Circle, Georgetown, DE 19947  
**Time:** 6:45 PM Public Hearing  
Regular Meeting Immediately Following Public Hearing

**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  
RL Hughes II, Chief of Police

**6:45 PM PUBLIC HEARING**

Brad Whaley, Community Development Housing, discussed the use of the Community Development Block Grant (CDBG) program and the guidelines for the application process. CDBG funding is used for projects that would benefit low to moderate-income households and/or neighborhoods. The top priority for the funds is for housing rehabilitation for homeowner occupied projects. Demolition, infrastructure, and code enforcement projects are also eligible items.

The town did not receive funding for the current year and this application will be effective in July 2018.

There are currently 14 homes on the waiting list for the Town of Georgetown.

Mayor West opened the floor up for any questions or comments.

No one spoke.

Public Hearing closed at 6:56pm.

**REGULAR MEETING IMMEDIATELY FOLLOWING PUBLIC HEARING**

**1. PLEDGE OF ALLEGIANCE**

Councilwoman Lecates led the Pledge of Allegiance.

**2. INVOCATION**

Councilwoman Lecates led the invocation.

**3. ADOPTION OF AGENDA**

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

**4. APPROVAL OF DECEMBER 13, 2017 TOWN COUNCIL MINUTES**

Motion by Councilwoman Johnson-Dennis, seconded by Councilman Hartstein to approve the December 13, 2017 Town Council Minutes as presented. **Motion Carried (unanimous)**

**5. DISBURSEMENT REQUEST – EMERGENCY SERVICES FUND**

Motion by Councilwoman Lecates, seconded by Councilman Holston to authorize \$20,873.00 from Emergency Services Contingency Fund for Georgetown Police Department vehicle purchase. **Motion Carried (unanimous)**

**6. 2018 CDBG APPLICATION – SUSSEX COUNTY COMMUNITY DEVELOPMENT OFFICE**

**A. RESOLUTION #2018-001 FEDERAL FAIR HOUSING LAW**

Motion by Councilman Hartstein, seconded by Councilwoman Johnson-Dennis to adopt Resolution #2018-001 Federal Fair Housing Law. **Motion Carried (unanimous)**

**B. RESOLUTION #2018-002 CDBG APPLICATION**

Motion by Councilwoman Lecates, seconded by Councilman Holston to adopt Resolution #2018-002 CDBG Application. **Motion Carried (unanimous)**

**7. DEPARTMENTAL REPORTS**

**A. GENE DVORNICK – TOWN MANAGER**

**FY 2019 Budget**

The Town has begun work on our FY 2019 budget. A timeline has been provided to all Department Heads and it is anticipated we will have first draft of the initial Budget in late February or early March. A copy of the schedule has been included in your agenda packet.

**Town Hall & Annex**

Progress continues, although slowly, on 37 The Circle. Last week prior to the weather event, the electrical inspection was completed and we are awaiting Delmarva Power to bring power to the building. Elapsed time since the Notice to Proceed approximately 236 calendar days (65%). We anticipate requested a Change Order for a time extension on the contract – exact timing is being developed between the architect and the contractor.

**Burger King Road – Storm Water Management Pond**

The US Army Corps of Engineers Permit for improvements to the Burger King Road storm water pond has been completed and returned for submission. Hopefully this work (new outfall piping) will be completed in the early spring.

**Voter Registration**

Town staff and I have met with the Department of Election regarding use of their listing of registered voters for our municipal elections. The initial update of records has been completed and returned. A proposed agreement between the Town and Department of Elections is being provided to the Town Solicitor for review.

**Special Thanks**

I want to say Thank You to our Public Works, Wastewater, and Police Department for all their efforts during this incredibly cold weather and during the most recent snow event. We did receive some complaints – all of which I believe have been addressed – as well as

numerous complements. There were some challenges; however, I believe all were handled a most professional manner.

### Miscellaneous

- Reminder:
  - Town Offices will be closed on Monday, January 16 in observance of Martin Luther King, Jr. Day
  - DLLG Capitol Hill visit to Washington, DC: Wednesday, March 14, 2018

### **B. RL HUGHES II – CHIEF OF POLICE**

Chief Hughes presented Council with an overview of his PowerPoint presentation discussing:

- The importance of the Departments Core Values
  - Honor, Courage, Transparency, and Community
- 21<sup>st</sup> Century Policing
- Table of Organization for entire department
  - Brayon Chavez resigned
  - Introduce Field Training Program (3 day program) in Georgetown
- Achievements
  - Lt. Tyndall graduated from FBI National Academy
  - Cpl. Barlow graduated from the LDP (Leadership Development Program)
- Continuation of DV Investigator, Cadet Program, School Resource Officer, and Victim Services.
- Camera Expansion (Future Development)

### **8. PUBLIC COMMENT**

Gene Dvornick

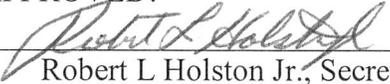
- Letter of Correspondence from the Sussex County Administration Offices thanking Georgetown Police Department for their services during the County Council meeting on January 2, 2018

### **9. ADJOURNMENT**

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to adjourn at 7:31pm.

**Motion Carried (unanimous)**

APPROVED:

  
Robert L Holston Jr., Secretary

ATTEST:

  
Eugene S Dvornick Jr., Town Manager