

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, May 11, 2016
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 6:30 P.M. Executive Session
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:

Eugene S. Dvornick, Jr, Town Manager
Bill Bradley, Director of Public Works
Stephani Ballard, Town Solicitor

ABSENT:

Jason Loar, Town Engineer

6:30 P.M. Executive Session

Mayor and Council will meet in executive session for the discussion of:

A. A personnel matter which the names, competency and abilities of individual employees are discussed.

Executive Session exited at 6:50pm.

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

4. APPROVAL OF APRIL 27, 2016 TOWN COUNCIL MINUTES

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

5. OATH OF OFFICE

The Honorable Judge of Family Court, of the State of Delaware, Peter B Jones officiated the Swearing in of Councilperson Chris Lecates for the Third Ward.
“Oath of Office is incorporated as part of the minutes.”

The Honorable Judge of Family Court, of the State of Delaware, Peter B Jones officiated the Swearing in of Councilperson Robert L Holston, Jr., for the Fourth Ward.

“Oath of Office is incorporated as part of the minutes.”

The Honorable Judge of Family Court, of the State of Delaware, Peter B Jones officiated the Swearing in of Mayor William E West.

“Oath of Office is incorporated as part of the minutes.”

6. ORGANIZATION OF COUNCIL

A. VICE-MAYOR

Mayor West nominated Councilperson Lecates as Vice-Mayor.

Motion by Councilperson Hartstein, seconded by Councilperson Holston, to approve the nomination of Councilperson Lecates Vice-Mayor. **APPROVED** (unanimous).

Recused: Lecates

B. SECRETARY

Mayor West nominated Councilperson Hartstein as Secretary.

Motion by Councilperson Lecates, seconded by Councilperson Johnson-Dennis, to approve the nomination of Councilperson Hartstein as Secretary. **APPROVED** (unanimous).

Recused: Hartstein

C. AFFIRMATION OF CODE OF ETHICS

Affirmation of the Code of Ethics was signed by Mayor West, Councilperson Hartstein, Councilperson Johnson-Dennis, Councilperson Lecates, and Councilperson Holston.

“Affirmation of the Code of Ethics is incorporated as part of the minutes.”

7. NATIONAL COMMUNITY ACTION MONTH PROCLAMATION

Mayor West presented Bernice Edwards, First State Community Action Agency, with a Proclamation honoring National Community Action Month.

8. OUT OF TOWN UTILITY REQUEST – DEL-TECH COMMUNITY COLLEGE

Town Manager presented the information for the Out of Town Utility Request for Del-Tech Community College to the members of Council.

Motion by Councilperson Lecates, seconded by Councilperson Hartstein, to approve the Out of Town Utility Request for Del-Tech Community College.

APPROVED (unanimous).

9. DOWNTOWN DEVELOPMENT DISTRICT

A. Application for Designation as a Downtown Development District

Town Manager presented members of Council with the first draft of the application for Designation as a Downtown Development District.

Motion by Councilperson Lecates, seconded by Councilperson Holston, to approve the application for Designation as a Downtown Development District.

APPROVED (unanimous).

B. Resolution #2016-3 for Application as a Downtown Development District

Town Manager read the Resolution into the record.

Motion by Councilperson Lecates, seconded by Councilperson Johnson-Dennis to adopt Resolution #2016-3 Application as a Downtown Development District.

APPROVED (unanimous).

10. PLANNING COMMISSION APPOINTMENTS

Two positions were up for appointment. The vacancies were advertised in the Sussex Countian and on the Town's website. Letters of interest were received from Gary Tonge and Linda Dennis.

Motion by Councilperson Hartstein, seconded by Councilperson Holston, to approve the reappointment of Gary Tonge and Linda Dennis to the Planning Commission.

APPROVED (unanimous).

11. BOARD OF ADJUSTMENT APPOINTMENTS

Three positions were up for appointment. The vacancies were advertised in the Sussex Countian and on the Town's website. Letters of interest were received from Jane Hovington and Shirley Hitchens. Paul L Myers will no longer be able to serve due to health issues. According to our Planning Department, there will possibly be a meeting in June with the reappointment of two members.

Motion by Councilperson Lecates, seconded by Councilperson Hartstein, to approve the reappointment of Jane Hovington and Shirley Hitchens to the Board of Adjustment.

APPROVED (unanimous).

12. 2ND READING & ADOPTION OF ORDINANCES

A. Ordinance #2016-7 Water Rates

Amending Chapter 98, Fees

Motion by Councilperson Johnson-Dennis, seconded by Councilperson Holston, to adopt Ordinance #2016-7 Water Rates.

APPROVED (unanimous).

B. Ordinance #2016-4 Registered Compassion Center

Amending Chapter 230, Zoning

Motion by Councilperson Lecates, seconded by Councilperson Johnson-Dennis, to adopt Ordinance #2016-4 Registered Compassion Center.

APPROVED (unanimous).

13. 3RD READING & ADOPTION OF ORDINANCE

A. Ordinance #2016-5 Animals

Amending Chapter 52, Animals

Motion by Councilperson Hartstein, seconded by Councilperson Holston, to adopt Ordinance #2016-5 Animals.

APPROVED (unanimous).

14. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

Downtown Development District Application (DRAFT)

The draft Downtown Development District Application presented earlier on the agenda was 80% complete. Additional information to supplement the information presented, is being added, along with several reviews of the narrative. Once completed, final submission will be on Friday, May 27th. A final copy will be distributed and posted on the Town's website.

Cool & Connected

As announced late last week, the Town was selected as a pilot community for the USDA and EPA Cool & Connected Technical Planning Assistance. This is to explore strategies to leverage new broadband infrastructure serving Sussex County facilities to provide public internet access, and to attract and retain businesses downtown. Any members of Council interested in participating on the Steering Committee, please let me know.

Seasonal Parks Worker

The Town is in the process of preparing to advertise for a seasonal Parks Worker. This position is part-time and available May through September. The work area is focused on The Circle (and four quadrants), East Market Street, Wilson Park, and North King Street Playground. A copy of the job description has been distributed.

Urban & Community Forestry Program

We have been holding off the ordering on new trees until the three at Wilson Park are removed. This is tentatively scheduled for Friday, May 20th. Once complete, the trees for Wilson Park, North King Street Playground, and the Little League Fields will be ordered. Once a planting date is set, it will be communicated.

Miscellaneous

- Legislative Update
- Upcoming Events:
 - **Town Council Meeting:** Wednesday, May 25th, Canceled
 - **Summer Concert Series:** Thursday, May 26th, 7:00 PM, Bedford Street Park – Featuring Glass Onion
 - **Memorial Day Service:** Sunday, May 29th, 1:30 PM, The Circle
 - **Town Offices Closed:** Monday, May 30th – Memorial Day
 - **Sussex County Association of Towns:** Wednesday, June 1st, 6:00 PM, Lewes Yacht Club, Hosted by City of Lewes
 - **Sussex County Association of Towns Steering Committee:** Friday, June 3rd, at 9:00 AM, location to be determined.

B. BILL BRADLEY – DIRECTOR OF PUBLIC WORKS

King Street Water Plant

Monday, May 16th, the King Street Water Plant is on schedule for the redevelopment start date. This project is going to be a yearlong project and will consist of new redevelopment wells, pumps and motors. Also, updated controls, chemical injections, and equipment and building upgrades will occur.

South Railroad Avenue Water Plant

South Railroad Avenue water plant is very close to close out. We still have a few minor issues that we are dealing with and waiting to be fixed so we can sign off and accept this plant.

**When these two plants are complete, we will have tripled the ability to produce valuable water to the Town and we can safely shut down the SCI water plant which has high iron levels.

Police Department Remodel

The police Department remodel is complete. Thank you to all of my guys for working hard and doing such a good job on this project.

Forestry Service

We had the forestry service come in and teach a class to us and the Town of Milton on proper tree care. This was a great learning experience for us and at the end of the class we had two (2) employees decide they wanted to become certified.

14. PUBLIC COMMENT

Sunny Gyani, 228 South Bedford, I just want to say congratulations on the new tree planting and thank you for running the town so nicely. I do have some questions for Gene regarding the Downtown Development District.

How does the Development District affect the average John Doe who is not living in the district?

Gene replied with, the goal with the designation is that through the incentives that you will see in Economic Development.

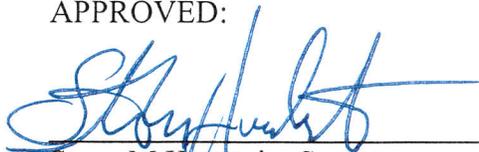
How does the ball field add any value to the Development District?

Gene replied with, It is the total acreage because it is one parcel. The part that is really suitable for development is Georgetown Square, which is the existing shopping center.

15. ADJOURNMENT

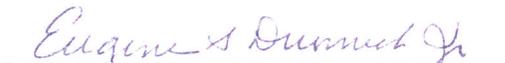
Motion by Councilperson Lecates, seconded by Councilperson Holston, to adjourn at 7:35pm. **APPROVED** (unanimous).

APPROVED:



Steve M Hartstein, Secretary

ATTEST:



Eugene S Dvornick Jr, Town Manager

