

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, November 13, 2019
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

ABSENT:
Stephani J. Ballard, Town Solicitor

7:00 PM REGULAR MEETING

1. PLEDGE OF ALLEGIANCE

Troop 95 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 OCTOBER 9, 2019 TOWN COUNCIL MINUTES

Motion by Councilwoman Johnson-Dennis, seconded by Councilman Hartstein to approve the October 9, 2019 Town Council Minutes as presented. **Motion Carried (unanimous)**

5. APPROVAL OF EXECUTIVE SESSION MINUTES

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to approve the August 8, 2019, September 25, 2019, and October 9, 2019 Executive Session Minutes as presented. **Motion Carried (unanimous)**

6. POLICY REVIEW AND ADOPTION

A. FLEET VEHICLE SAFETY POLICY

Motion by Councilwoman Johnson-Dennis, seconded by Councilman Holston to approve the Fleet Vehicle Safety Policy. **Motion Carried (unanimous)**

B. RESTRICTED & UNRESTRICTED EXPENDITURE POLICY

Motion by Councilwoman Johnson-Dennis, seconded by Councilman Holston to approve the restricted and unrestricted expenditure policy. **Motion Carried (unanimous)**

C. CIRCLE USE POLICY

Motion by Councilwoman Lecates, seconded by Councilman Holston to approve the circle use policy. **Motion Carried (unanimous)**

7. RATIFICATION OF LAND ACQUISITION

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to approve the ratification of land acquisition. **Motion Carried (unanimous)**

8. CERTIFICATION OF PLANNING COMMISSION ACTION – COLLEGE PARK

Motion by Councilwoman Lecates, seconded by Councilman Holston to approve the certification of Planning Commission Action for College Park. **Motion Carried (unanimous)**

9. 2ND READING & ADOPTION OF ORDINANCE

A. ORDINANCE #2019-06 MODIFICATION TO VACATION PAYOUT POLICY

Motion by Councilman Hartstein, seconded by Councilwoman Johnson-Denis to adopt Ordinance #2019-06 Modification to Vacation Payout Policy. **Motion Carried (unanimous)**

10. DEPARTMENTAL REPORTS

A. TOWN MANAGER – GENE DVORNICK

Fast Track Permitting

I have been working with the Planning Staff to develop guidelines for same day building permit issuance for specific cases (in by NOON, issued by 4:30 PM; after NOON, next day by 10:30 AM). I am pleased to announce this was implemented this past Monday and has been well received. I have provided a brochure that was prepared to outline requirements and explain the Building Permit Process. As part of the implementation, several other staff have been trained in accepting and processing permits.

Georgetown Presbyterian Church

The Town has removed 90% of the equipment (benches, tables, concrete, etc.) as requested by the Georgetown Presbyterian Church. The swing set will be the last item to be removed from the Bedford Street Park – once the work is completed, a final walk through with the Pastor will be scheduled.

Trick or Treat

Halloween is Thursday, October 31st, traditionally the hours for trick-or-treat have been 6:00 PM to 8:00 PM. In the past, this gets approved by the Town Council. Staff and I would like to have the date and times set once and for all

Sussex County – Biosolids Agreement, Water Interconnect Agreement, Capacity Surrender

On October 8, 2019, the Sussex County Council Approved:

- The Biosolids Agreement;
- Authorization to draft a Water Interconnect Agreement (draft given to our Solicitor for review); and

- 12-month Notice of Surrender relating to sewer capacity.
Staff and I will be working with the County Engineer on the last two items over the next few months.

October 23 Meeting

Councilman Hartstein, the Town Solicitor, and I will be absent from the next regular Town Council Meeting; thus it might be appropriate to cancel the October 23 meeting.

Project Update

- Road Rehabilitation
 - Gordy Street is scheduled for milling and base coat this week (weather permitting)
 - Next streets will be Beale, Booker, and Conaway
- Sidewalks
 - Rescheduled for 3rd week of October (weather permitting)

Miscellaneous

- Reminders:
 - Delaware League of Local Governments: Thursday, October 24, 5:30 PM, The Duncan Center (Dover)
 - Sussex County Association of Towns: Wednesday, November 6, 6:00 PM, hosted by Bridgeville
 - Sussex County Association of Towns Steering Committee: Friday, November 8, 9:00 AM, Arena's at the Airport

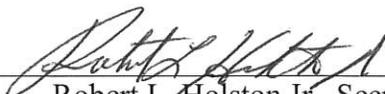
11. PUBLIC COMMENT

None

12. ADJOURNMENT

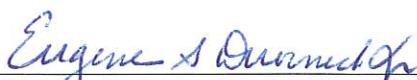
Motion by Councilwoman Lecates, seconded by Councilman Holston to adjourn at 7:10 PM.
Motion Carried (unanimous)

APPROVED:



Robert L. Holston Jr., Secretary

ATTEST:



Eugene S. Dvornick Jr., Town Manager