

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, October 9, 2019
Location: Town Hall, 39 The Circle, Georgetown, DE 19947
Time: 6:45 PM Executive Session
Regular Meeting Immediately Following Executive Session

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

6:45 PM – EXECUTIVE SESSION

Mayor and Council will meet in Executive Session, pursuant to 29 Del. C. §10004, for the purpose(s) of:

- A. Strategy sessions, including advice or opinion from an attorney at law, regarding (1) collective bargaining, and (2) pending or potential litigation and records relating thereto. 29 Del. C. §10004(b)(4); (b)(6)*
- B. Personnel matters in which the names, competency and abilities of individual employees are discussed. 29 Del. C. §10004(b)(9)*
- C. Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property. 29 Del. C. §10004(b)(2)*

Motion by Councilwoman Lecates, seconded by Councilman Holston to enter into executive session at 6:45pm. **Motion Carried (unanimous)**

Exited executive session at 6:59pm.

REGULAR MEETING IMMEDIATELY FOLLOWING EXECUTIVE SESSION

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 SEPTEMBER 25, 2019 TOWN COUNCIL MINUTES

Motion by Councilwoman Lecates, seconded by Councilwoman Johnson-Dennis to approve the September 25, 2019 Town Council Minutes as presented. **Motion Carried (unanimous)**

5. FISCAL YEAR 2019 AUDIT PRESENTATION

Sheldon Forney and Tia Miranda, Jefferson Urian Doane and Sterner, presented the Fiscal Year 2019 Audit Presentation.

6. POSSIBLE VOTE ON ITEM(S) DISCUSSED IN EXECUTIVE SESSION

None

7. BOARD OF ADJUSTMENT APPOINTMENT

There was one (1) letter of interest submitted for the Board of Adjustment vacancy from Thomas Baker.

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to appoint Thomas Baker to the Board of Adjustment. **Motion Carried (unanimous)**

8. INFRASTRUCTURE ACCEPTANCE – UNIVERSITY DRIVE – PHASE 1 (WATER, SEWER, STORM WATER)

Motion by Councilwoman Lecates, seconded by Councilman Holston to accept the Infrastructure Acceptance – University Drive – Phase 1 (Water, Sewer, Storm Water).

Motion Carried (unanimous)

9. 1ST READING OF ORDINANCE

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

Town Manager Dvornick read an overview of Ordinance #2019-06 Modification to Vacation Payout Policy.

This is the first reading. No action at this time.

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 this 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.

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to approve the date and time for trick-or-treat every year going forward. **Motion Carried (unanimous)**

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 to 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. Motion by Councilwoman Johnson-Dennis, seconded by Councilman Holston to approve cancelling the October 23 Town Council Meeting. **Motion Carried (unanimous)**

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

Mayor West thanked Councilwoman Chris Lecates for the scarecrows around Town.

Town Manager Dvornick informed Council that there will be a new café opening on East Market Street called Café on The Circle.

12. ADJOURNMENT

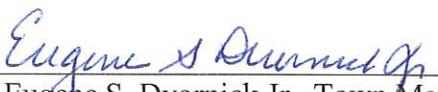
Motion by Councilwoman Lecates, seconded by Councilman Hartstein to adjourn at 7:30pm. Motion Carried (unanimous)

APPROVED:



Robert L. Holston Jr., Secretary

ATTEST:



Eugene S. Dvornick Jr., Town Manager