

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, September 13, 2017
Location: Town Hall, 39 The Circle, Georgetown, DE 19947
Time: 7:00 P.M. Regular Meeting

PRESENT:

Bill West, Mayor
Steve Hartstein, Ward One
Chris Lecates, Ward Three
Bob Holston, Ward Four

STAFF PRESENT:

Eugene S. Dvornick, Town Manager
Stephani J. Ballard, Town Solicitor
RL Hughes II, Chief of Police

ABSENT:

Rebecca Johnson-Dennis, Ward Two

7:00 P.M. 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 Councilwoman Lecates, seconded by Councilman Hartstein to adopt the agenda as presented. **Motion Carried (unanimous)**

4. APPROVAL OF AUGUST 23, 2017 TOWN COUNCIL MINUTES

Motion by Councilman Holston, seconded by Councilwoman Lecates to approve the August 23, 2017 Town Council Minutes as presented. **Motion Carried (unanimous)**

5. PARKING RESTRICTION REQUEST – WEST NORTH STREET

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to approve the parking restriction request on West North Street. **Motion Carried (unanimous)**

6. 1ST READING OF ORDINANCES

A. ORDINANCE #2017-05 REVISION TO 230-173 SIGNS PERMITTED IN HD DISTRICTS AND REVISION TO 230-135 SIGNS.

Town Manager Dvornick presented Council with an overview of the Ordinance. This is the first reading. No action at this time.

B. ORDINANCE #2017-06 OFF-STREET PARKING

Town Manager Dvornick presented Council with an overview of the Ordinance.

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to table the Ordinance. **Motion Carried (unanimous)**

C. ORDINANCE #2017-07 BUILDING PERMIT – FAILURE TO OBTAIN

Town Manager Dvornick presented Council with an overview of the Ordinance.

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

D. ORDINANCE #2017-08 RENTAL PROPERTY INSPECTION ACCESS

Town Manager Dvornick presented Council with an overview of the Ordinance.

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

7. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

Condemned Property Update

- 129 East Pine Street – Received application for demolition and permission for a structural foundation assessment.
- 101 Brittingham Lane – Temporary Building Permit expired August 31, 2017. Met with property owner to review status of property, payments, and balances owed (see attached). Progress is noted (interior and exterior) – awaiting utility hook up and electrical inspection. After discussion with Code Enforcement Officer, we are granting an extension of the Temporary Building Permit until October 31, 2017 with the same payment requirement.

Change Orders – 37 & 39 The Circle

Progress on the Annex building is moving right along. There are currently two (2) 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

Weekly progress photographs are posted to the website and included in the Town Manager's Weekly Report, the most recent are presented below.

The easement with 5 East Market Street (Maull) has been executed and is being readied for recording.

Motion by Councilwoman Lecates, seconded by Councilman Holston to authorize the two Change Orders, totaling \$1,192.00. Motion Carried (unanimous)

North Bedford Street & Bridgeville Road

The Town received approval from DelDOT regarding the design for the two (2) islands at the intersection of Bridgeville Road and North Bedford Street (copy provided). The next step is submission of a Right of Way Use Agreement Application, which is in process. Our staff is currently seeking estimates for the project.

Building Furniture – 37 The Circle

As part of our relocation, the Town has been working with vendors, under State Contract, for new office furniture for 37 The Circle. The estimate provided by Douron is \$43,906.90 and this expenditure is eligible for funding through Annexation Fees collected from various projects over time. A copy of the proposal and schematic layout has been provided. The current balance in the Annexation Account is \$444,698.69.

*Motion by Councilwoman Lecates, seconded by Councilman Hartstein to authorize the use of Annexation Funds, totaling \$43,906.90 for the purchase of furniture for 37 The Circle.
Motion Carried (unanimous)*

Miscellaneous

- Upcoming Events:
 - Festival Hispano: September 17, 11:00 AM to 7:00 PM – North Bedford Street
 - Delaware League of Local Governments: Thursday, September 28, 5:30 – Dover

B. RL HUGHES II – CHIEF OF POLICE

Chief Hughes provided Council with an overview of his PowerPoint Presentation discussing:

- Problems still amongst us in Georgetown
 - Heroin, shoplifting, and homelessness
- Importance of Core Values
 - Honor, Courage, Transparency, and Community
- 21st Century Policing
- Table of organization for all members of the Georgetown Police Department
 - Total of twenty officers
- Grant Information

Things have been going very well for us at the Police Department. We are solving crime and trying to prevent crime and have a very good clearance rate right now.

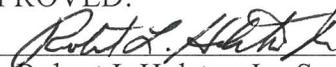
8. PUBLIC COMMENT

- Judson Malone
 - Sidewalk Progress
 - Rental Properties
- Mayor West
 - Apology for the change in agenda at the 9/11 Memorial Event

9. ADJOURNMENT

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to adjourn at 7:39pm.
Motion Carried (unanimous)

APPROVED:



Robert L Holston Jr., Secretary

ATTEST:



Eugene S Dvornick Jr., Town Manager