



Georgetown

Town Council Meeting Agenda

Meeting Date: Wednesday, May 13, 2020, **2:00 PM**

This meeting will be conducted electronically, pursuant to Governor Carney's State of Emergency declaration, effective March 13, 2020, as amended. Town Hall is closed to the public.

zoom.us/join

Zoom Meeting ID: 926-857-58816

Follow Onscreen Instructions

3 [Governors Proclamation](#)

1. PLEDGE OF ALLEGIANCE

2. INVOCATION

3. ADOPTION OF AGENDA

4. APPROVAL OF MINUTES

- A. April 22, 2020 Town Council Minutes
- B. April 30, 2020 Town Council Special Meeting Minutes

5. PROCLAMATION - NATIONAL COMMUNITY ACTION MONTH

- 4 A. Proclamation
[National Community Action Month Proclamation](#)

6. ANNUAL PRESENTATION OF FUNDING

- A. Georgetown Ambulance Service - Station 93
- B. Georgetown Volunteer Fire Department - Station 77

7. PLANNING COMMISSION APPOINTMENT

- 5 - 6 A. Supplemental Information
[Planning Commission - Letter of Interest \(Mr. Gyani\)](#)
[2020 Planning Commission Vacancy Notice](#)

8. DEPARTMENTAL REPORTS

- 7 - 10 A. Gene Dvornick - Town Manager
[Town Manager Report - 2020-05-13](#)
[Stevenson Lane - Emergency Pipe Replacement Quote \(2020-05-11\)](#)

9. PUBLIC COMMENT

10. ADJOURNMENT

The agenda items as listed may not be considered in sequence. This agenda is subject to change, at or before the meeting, to include the addition or deletion of items, including executive sessions. Persons requiring special accommodations to attend this meeting should contact the Town Office in writing 72 hours in advance of the meeting, stating their needs in order to have them addressed under the requirements of the American with Disabilities Act (ADA).

STATE OF DELAWARE



OFFICE OF THE GOVERNOR

PROCLAMATION

Whereas, the Centers for Disease Control and Prevention has determined that a novel coronavirus ("COVID-19") presents a serious public health threat; and

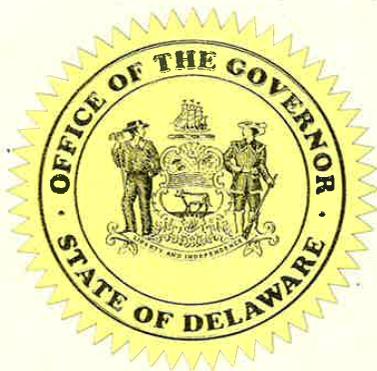
Whereas, as of 8:00 a.m. E.S.T. on March 13, 2020, the Governor declared a State of Emergency due to the public health threat of COVID-19; and

Whereas, in order to prevent the community transmission of COVID-19, the Governor's State of Emergency declaration ordered all public meetings of executive branch public bodies governed by 29 Del. C. §§10001 et. seq. (including boards, commissions, task forces, and any other similar public body) may be conducted electronically, either by means of telephone conference call or video-conference call; and

Whereas, in the interests of protecting the citizens of this state from the public health threat caused by COVID-19, the Governor is authorized to take such action as the Governor reasonably believes necessary to help maintain life, health, property or public peace in this state, including issuing a proclamation to suspend the provisions of any regulatory statute prescribing the procedures for conducting state business where strict compliance with the statute may hinder necessary action in coping with the public health threat caused by COVID-19.

***Now, Therefore, We, John Carney, Governor,
and Bethany Hall-Long, Lieutenant Governor,
do hereby declare that the following precautionary
measures shall be implemented:***

1. All meetings of public bodies governed by 29 Del. C. §§10001 et. seq., until further notice, may be conducted electronically, either by means of telephone conference call or video-conference call.
2. The technology used must permit members of the public body to hear the comments of and speak to all those participating, and members of the public to hear the comments of and speak to such members of the public body contemporaneously. Public participants must also be permitted to electronically access presentation materials and submit questions or comments.
3. During any public meeting conducted by electronic means, each member of the public body will identify him or herself before speaking so that members of the public are able to hear the comments of the members of the public body.
4. Notice requirements of public meetings will continue as required by law and will include the electronic information necessary for participation.
5. Meetings already noticed shall be updated as soon as practicable with the information necessary for members and the public to participate electronically.
6. All other rules and procedures applicable to public meetings shall be followed.



John C. Carney
John C. Carney
Governor

Bethany A. Hall-Long
Bethany A. Hall-Long
Lieutenant Governor

17-3292
Number



PROCLAMATION FOR NATIONAL COMMUNITY ACTION MONTH

Whereas, First State Community Action Agency eliminates the root causes of poverty while making less severe the effects of poverty on low income people and communities; and

Whereas, First State Community Action pride themselves on: trained staff with an outstanding capacity to help people become self-sufficient, a commitment to diversity, sponsor programs that promote self-reliance, inventive approaches to complicated problems that baffle others, and follow a belief that people need to get back to the basics of honesty, responsibility, hard work, and concern for the welfare of others not just their self; and

Whereas, First State Community Action is governed by a multi-talented Board of Directors that represent the banking industry, the teaching profession, real estate, government, and housing arrangement. First State's many programs are implemented by a trained staff that go the "extra mile" for the people served; and

Now Therefore, I, William E. West, by virtue of the authority vested in me as Mayor of the Town of Georgetown do hereby proclaim May 2020 as:

National Community Action Month

And urge all citizens to join in supporting First State Community Action Agency and the programs and services provided by the staff.



In Witness Whereof, I have hereunto set my hand and caused the seal of this Town to be affixed this 13th day of May, 2020.

William E. West, Mayor

Eugene Dvornick

From: Suraj Gyani <sunny.gyani@gmail.com>
Sent: Tuesday, May 5, 2020 11:46 PM
To: Eugene Dvornick
Cc: Bill West
Subject: Member of Georgetown Planning Commission

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Mr. Devornick

I heard you have a vacancy on your Planning Commission!

I would like to serve as a member of the planning commission Please let me know what are the requirements for joining this group ? Thanks

As per your following regulations 230-200 B 1, I qualify as a non resident Georgetownian who owns a business in town and would like to see the town progress. Thanks for your consideration in this matter

Suraj (Sunny) Gyani

22512 Springfield Lane

Georgetown DE 19947

§230-200

B. Membership; appointment; terms of office; removal from office.

(1) The Commission shall be composed of five members, appointed by the Mayor, subject to the approval of the Town Council. Each of the members shall be at least 21 years of age, and property owners and residents in the Town of Georgetown, with an interest in urban and rural planning and development, except that no more than one nonresident of the Town may be a member of the Commission, and this nonresident member must be an owner or employee of a business, public institution, or industry operating in the Town.

[Amended 4-26-2017 by Ord. No. 2017-01]

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Suraj (Sunny) Gyani
Affordable Housing People



Press Release

Planning Commission Vacancy

The Town of Georgetown has one (1) position available to serve on the Planning Commission for a term of three (3) years expiring May 2023. Each of the members shall be at least 21 years of age, and property owners and residents of the Town of Georgetown, with an interest in urban and rural planning and development, except that no more than one (1) non-resident of the Town may be a member of the Commission, and this non-resident member must be an owner or employee of a business, public institution, or industry operating in the Town. The Planning Commission addresses zoning, land use, and development issues within the Town of Georgetown. The Planning Commission conducts regular meetings on the third Wednesday of each month at 6:00 p.m., in addition to any workshop sessions pertaining to special projects assigned by the Mayor and Council. If you are interested in a position please submit a letter no later than **April 9, 2020**. If you should have any additional questions please contact the Planning Department at (302) 856-7391. This letter should be sent to the following address:

Town of Georgetown
Planning Department
39 The Circle
Georgetown, DE 19947

TOWN MANAGER REPORT
May 13, 2020

FY 2020 Audit

The Fiscal Year 2020 (Year ending April 30, 2020) Audit has begun. We are again using Jefferson, Urian, Doane & Sterner. Observation of tasks has started, field work is anticipated to begin by June 22, 2020 and the final audit report issued by November 1, 2020.

Stevenson Lane – Emergency Pipe Repair

The Town has received a quote from Bearing Construction, Inc. for the Stevenson Lane Pump Station Emergency Pipe repair. The quote is for \$32,000 – it is estimated the work can be started before the end of May and will take approximately 8 days to complete. After discussion with the Wastewater Superintendent, we have determined it best to accept the quote and get the work scheduled.

Request authorization to accept Bearing Construction, Inc.'s quote for emergency pipe repairs at the Stevenson Lane Pump Station at an amount not to exceed \$32,000

Georgetown to Lewes Trail, Phase 8

Efforts to secure land for the extension of the Georgetown to Lewes Trail, Phase 8 to Ingramtown Road continue. We are currently working with two property owners for location of the easement (fee simple purchase is preferred). If we cannot get agreement and acceptance by May 31, 2020, the trail will terminate at the Sussex Academy Airport Road/Railroad crossing.

Outdoor Recreation, Parks & Trail Program Grant

The Town is completing a pre-application for funding through the Outdoor Recreation, Parks & Trail Program for planning and development of the trailhead parking area for the Georgetown to Lewes Trail, Phase 8. This is only a pre-application with no funding commitment being made.

May 27 Meeting

Our next regular Town Council is scheduled for Wednesday, May 27th and this is the same week as the Memorial Day Holiday and the week before the anticipated Phase I re-opening. Additionally, I will be out of town this week. It is suggested that we consider cancelling the May 27th meeting.

Pleasure of the Mayor and Council

Reviewed by Town Solicitor

**TOWN MANAGER REPORT
May 13, 2020**

Dunbarton Oaks – Road Dedication and Vacating

Staff and I continue to work with legal counsel (both for the Town and Dunbarton Oaks) on the dedication of Lee Avenue, vacating of paper streets, and the granting of utility easements. We are hopefully this will be completed early this summer.

DelDOT Projects

There was a question recently asked about the timing of DelDOT projects here in Town. Based on the DelDOT Project Portal, there are currently four major projects:

<u>Project</u>	<u>Start</u>	<u>End</u>
Georgetown Gateway East	Summer 2020	2021
Park Avenue – Phase I	2021	2023
Park Avenue – Phase II	2023	2025
US 113/DE 18/404 GSI	2024	2026

Miscellaneous

- The 2020 Memorial Day Service has been cancelled
- Reminders:
 - **Delaware League of Local Governments:** Cancelled until further notice
 - **Sussex County Association of Towns:** Cancelled until further notice

Reviewed by Town Solicitor



BEARING CONSTRUCTION, INC.

805 Shine Smith Road
Sudlersville, MD 21668

(410)556-6100

(410)556-6574 fax

www.bearingconstruction.net

Stevenson Lane Pump Station Emergency Repair Quote

To: Town of Georgetown DE
Attn: Kenny Wilson
Re: Price quote for emergency pipe repairs
From: Sam Merrell
Date: 5/11/20

The cost to perform the emergency pipe repair at the Stevenson Lane PS will be **\$32,000**. This cost is based on the following scope of work.

SCOPE:

- Test pit to locate existing F.M and by-pass connection.
- Dewater and clean wet well
- Demolish existing pipe in wet well and short section of discharge F.M.
- Install new pipe and valves in wet well and connect to F.M.

EXCLUSIONS:

- New pumps or pump bases
- Electrical or controls work
- By-pass pumping or flow stoppage
- By-passing/ pump around of the ditch.
- Concrete repairs.
- Painting of pipe other than factory supplied finish

SCHEDULE:

We should be able to start this work before the end of May; exact start date will depend on crew availability. We will give as much notice as possible so the town can plan for by-pass pumping. Below are the anticipated durations of construction activities.

- | | |
|--|--------|
| 1. Test dig to locate existing force main | 1 day |
| 2. Procure new pipe and valves | 3 days |
| 3. Demo old pipe and valves and clean wet well | 2 days |
| 4. Install new pipe and valves | 2 days |

This schedule is just for rough planning purposes. Actual durations will depend on the existing conditions encountered.

Thanks



Sam Merrell

Bearing Construction Inc.