



Georgetown

Town Council Meeting Agenda

Meeting Date: Wednesday, August 22, 2018

Location: First State Community Action Agency, 308 North Railroad Avenue

Time: 6:45 PM Public Hearing

Regular Meeting Immediately Following Public Hearing

Page

6:45 PM - PUBLIC HEARING

Ordinance #2018-003 *Revision to §230-104; 230-155;
230-179; 230-199 & 230-217
Highway Commercial Permitted Uses;
Lot area Requirements; Handicapped
Ramps, and Zoning Code Procedural
Requirements.*

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A. [Ordinance 2018-003 Chapter 230 - Lot Area Requirements \(2018-06-28\) \(002\)](#)

REGULAR MEETING IMMEDIATELY FOLLOWING PUBLIC HEARING

1. PLEDGE OF ALLEGIANCE

1. INVOCATION

2. ADOPTION OF AGENDA

3. APPROVAL OF THE JULY 25, 2018 TOWN COUNCIL MINUTES

A.

4. SUN DELAWARE PRESENTATION

6 - 15

A. Presentation
[SUN DE Facility Overview - July 2018 pdf](#)

5. AWARD - KING STREET PRODUCTION WELL

- 16 - 18 A. Supplemental Information
[Information - King Street Production Well
Award Recommendation - Town Engineer](#)

6. MAINTENANCE BOND PHASE 1 - UNIVERSITY DRIVE AND ASSOCIATED INFRASTRUCTURE

- 19 - 23 A. Agreement
[Maintenance Agreement - Phase 1 University Drive \(FINAL\)](#)

7. 1ST READING OF ORDINANCES

- 24 - 26 A. Ordinance #2018-003 Zoning Code Modification - Lot Area Requirements
[Ordinance 2018-003 Chapter 230 - Lot Area Requirements \(2018-06-28\) \(002\)](#)

8. DEPARTMENTAL REPORTS

- A. Gene Dvornick – Town Manager

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 Americans with Disabilities Act (ADA).



ORDINANCE 2018-003

AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF GEORGETOWN,
CHAPTER 230 THEREOF, ENTITLED ZONING

THE TOWN COUNCIL OF THE TOWN OF GEORGETOWN IN COUNCIL MET AND
HEREBY ORDAINS:

Section 1. Chapter 230, Article XXI Height, Area and Bulk Requirements, § 230-155
of the Code of the Town of Georgetown is hereby amended as follows:

§ 230-155. Lot area requirements.

The following lot area will apply in all districts as noted:

A. ~~If the deed or instrument under which an~~ **a current** owner acquired title to a lot **by means of a deed or instrument which** was of record prior to the application of any zoning regulations and restrictions **governing width of lots and lot area per family as** to the premises, and if such lot does not conform to the requirements of such regulations and restrictions ~~as to width of lots and lot area per family~~, the provisions of such lot area per family and lot width regulations and restrictions **shall may not operate to** prevent the owner of such lot from erecting a single-family dwelling, ~~provided that the Board of Adjustments grants the necessary variances or exceptions and any required conditions are met.~~

Section 2. Chapter 230, Article XXIII Board of Adjustment, § 230-179 of the Code
of the Town of Georgetown is hereby amended as follows:

§ 230-179. Procedure.

C. The Chairman shall fix a reasonable time for the hearing of an application or appeal, give public notice thereof, as well as due notice to the parties in interest, and decide the same within 30 days following the hearing. ~~Upon the~~ **At such** hearing, any party may appear in person or by agent or by attorney. ~~Public notice of hearing shall consist of publication at least 15 days prior to the hearing in a newspaper of general circulation in the Town of Georgetown, specifying the time, place and nature of the hearing. In addition,~~ **The** Board may cause the date, time, place and nature of the hearing to be posted conspicuously on the property in accordance with the rules of the Board. ~~In exercising its powers~~ **Following such hearing**, the Board may **grant, deny, reverse, modify** or affirm, **in whole** wholly or **in** partly, ~~or may modify~~, the order, requirement,

decision or determination ~~as ought to be made, and to that end shall have all the powers of the Town Manager,~~ **which is the subject of the application or appeal.**

Section 3. Chapter 230, Article XXV Amendments, § 230-199 of the Code of the Town of Georgetown is hereby amended by deleting the following:

§ 230-199. Procedure.

No such amendment, supplement or change shall become effective until after a public hearing in relation thereto, at which parties and interested citizens shall have an opportunity to be heard. ~~At least 15 days notice of the time and place of such hearing shall be published in an official paper or paper of general circulation in the Town of Georgetown.~~

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§ 230-217. Filing fees.

A. The Board of Adjustment filing fee is established by the Town Council and shall be paid in advance to the Town as stated in the Code of the Town of Georgetown, § 98-3, Application fee schedule. Fees shall be refunded on request if the application is withdrawn before publication of required notices ~~in the newspaper.~~

Section 5. Chapter 230, Article XV HC Highway Commercial District, § 230-104 of the Code of the Town of Georgetown is hereby amended by adding the following:

§ 230-104. Permitted uses.

Buildings may be erected, altered and used or land may be used for any of the following purposes and none other:

BB. Retail sales of alcoholic beverages for consumption off the premises.

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§ 230-160 Accessory Structures; **Handicapped Ramps.**

F. Handicapped ramps, installed or added in order to provide access to handicapped persons, which project into any applicable setback requirement, may be submitted to the Town Manager for administrative review and approval, without fee and without the need for a formal variance. An applicant dissatisfied with the decision of the Town Manager may appeal to the Board of Adjustment without fee.

Section 7. This Ordinance shall become effective following its adoption by a majority vote of all members elected to the Town Council.

BE IT ENACTED by the Town Council of the Town of Georgetown, Delaware on the _____ day of _____ A.D., 2018.

William E. West, Mayor

Robert L. Holston, Jr., Secretary

PC Public Hearing: August 15, 2018

TC Public Hearing: August 22, 2018

1st Reading: August 22, 2018

2nd Reading: September 12, 2018

Adoption: September 12, 2018

DRAFT



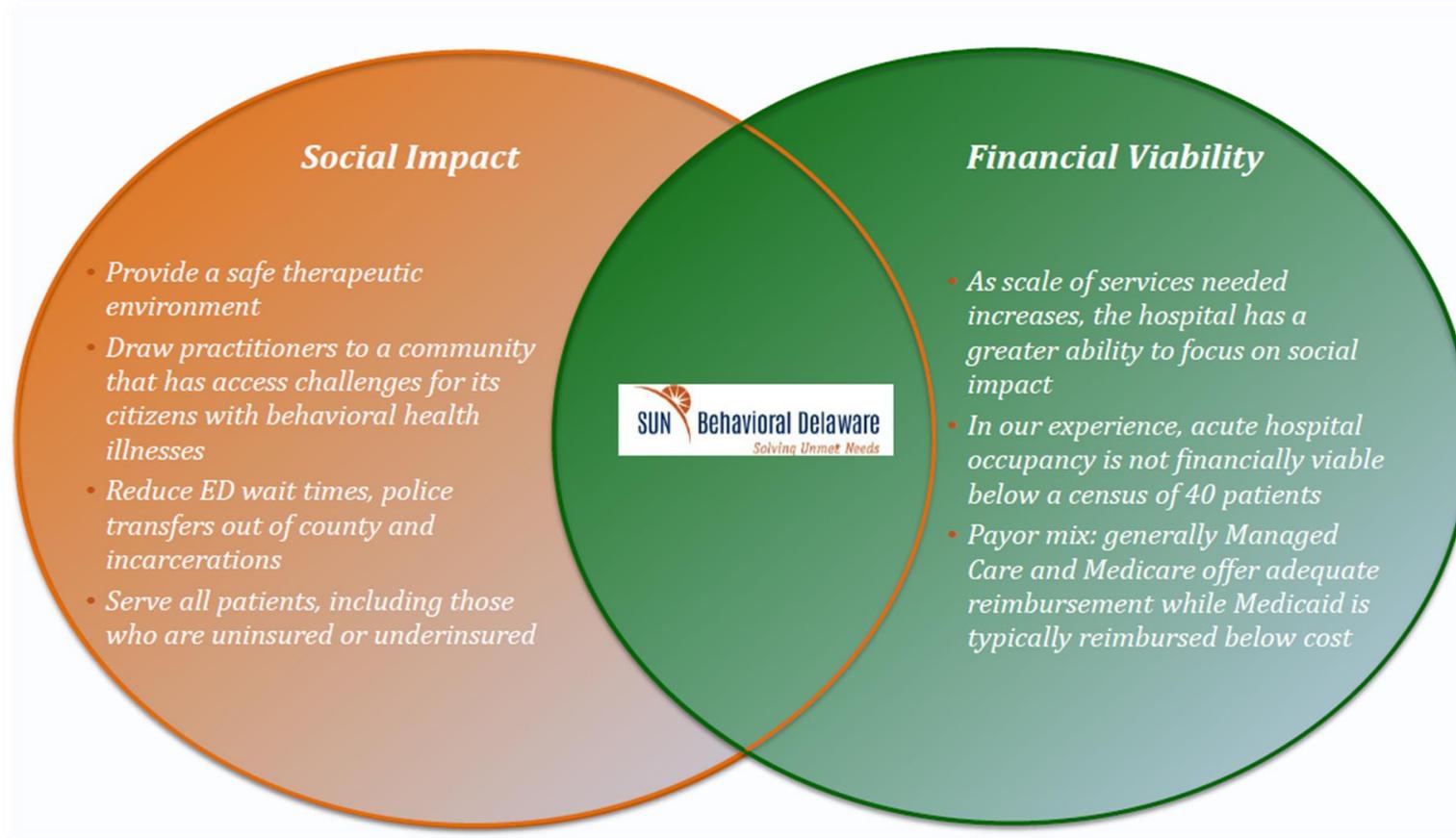
Behavioral Delaware

Solving Unmet Needs

Facility Overview

Date

SUN Behavioral Delaware – Solving Unmet Needs

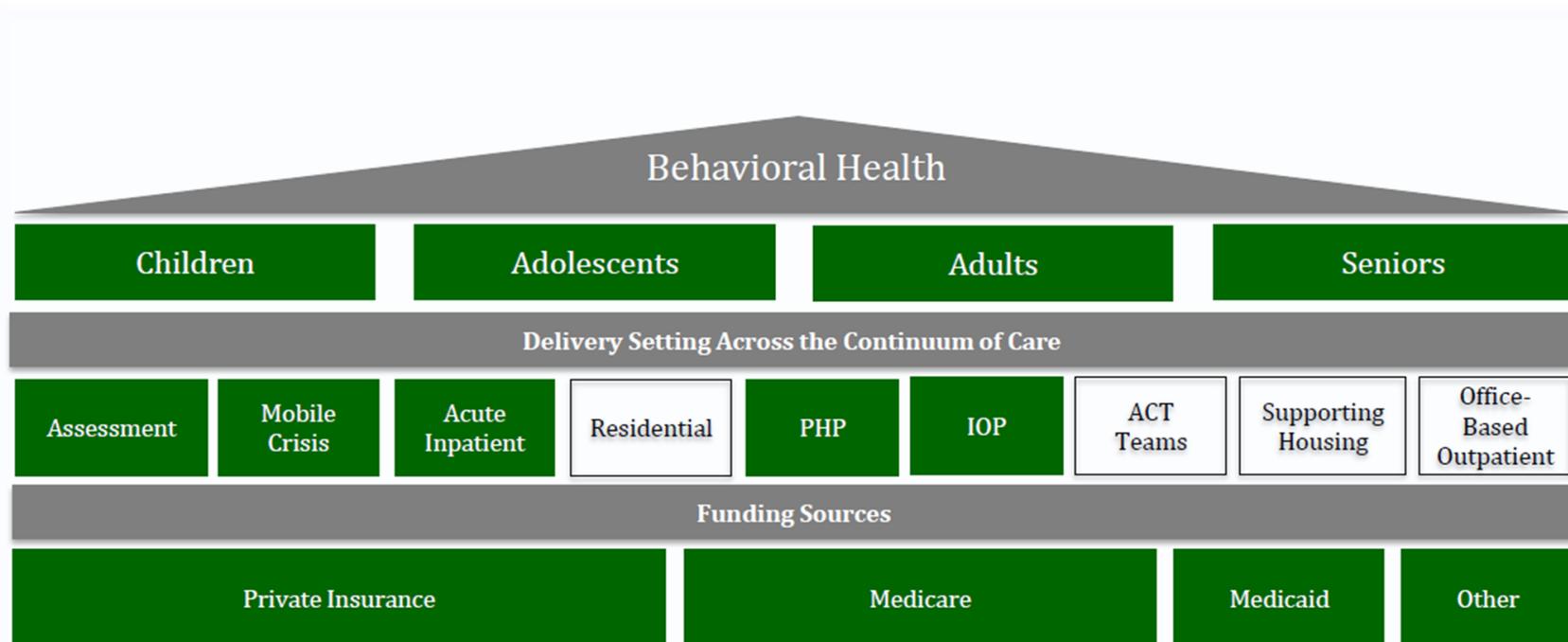


SUN Behavioral Delaware

- Hospital currently under development
- Opening 3Q2018
- Certificate of Need approval granted October 2015; Approval for a total of 90 beds
- Located in Georgetown, Delaware
- Inpatient and hospital based outpatient (PHP and IOP), Mental Health and Substance Use Disorder
- Currently no psychiatric beds in the region –Sussex County

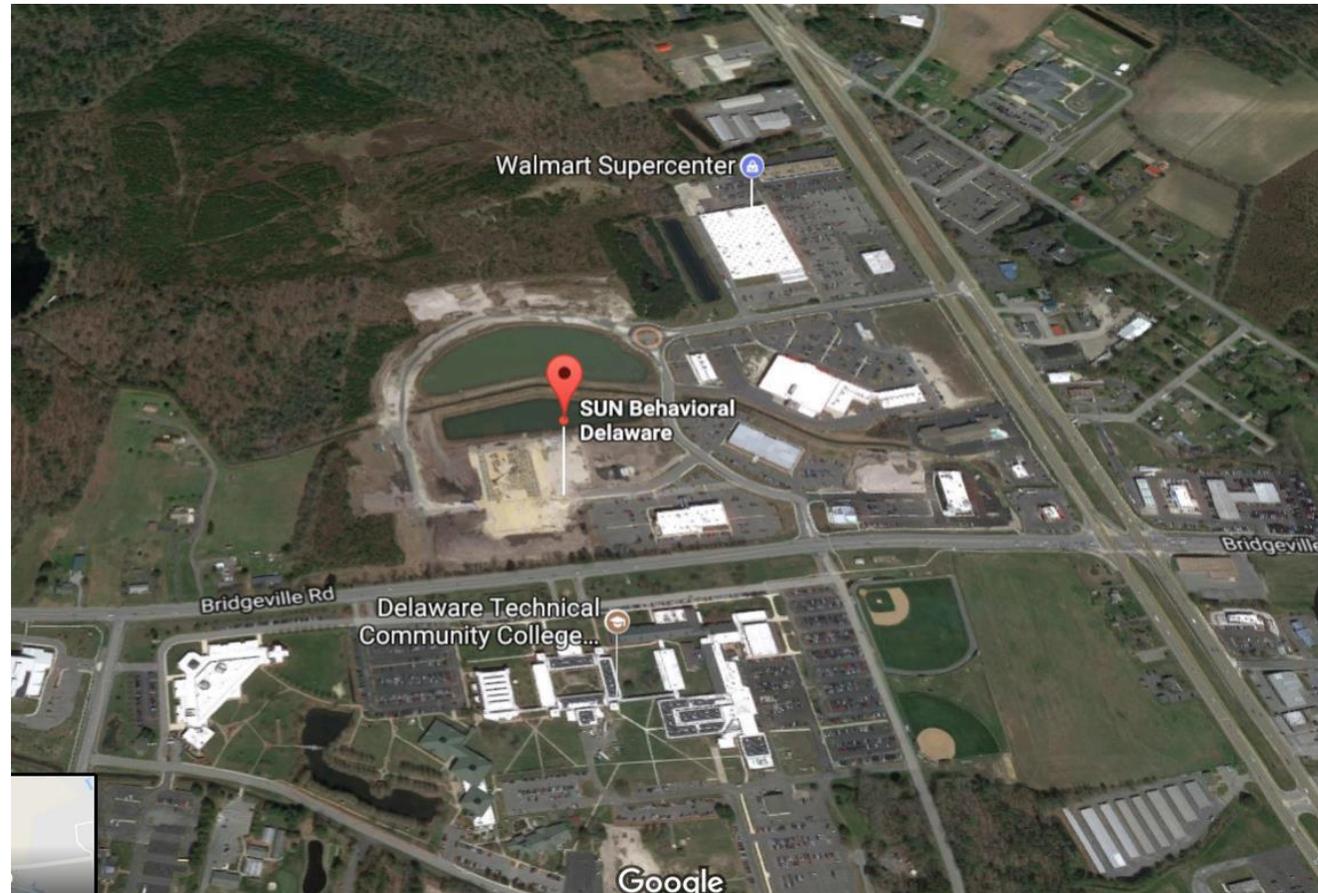


Full Continuum of Care



Note: Boxes highlighted in green denote where SUN Behavioral Health operates within the continuum of care.

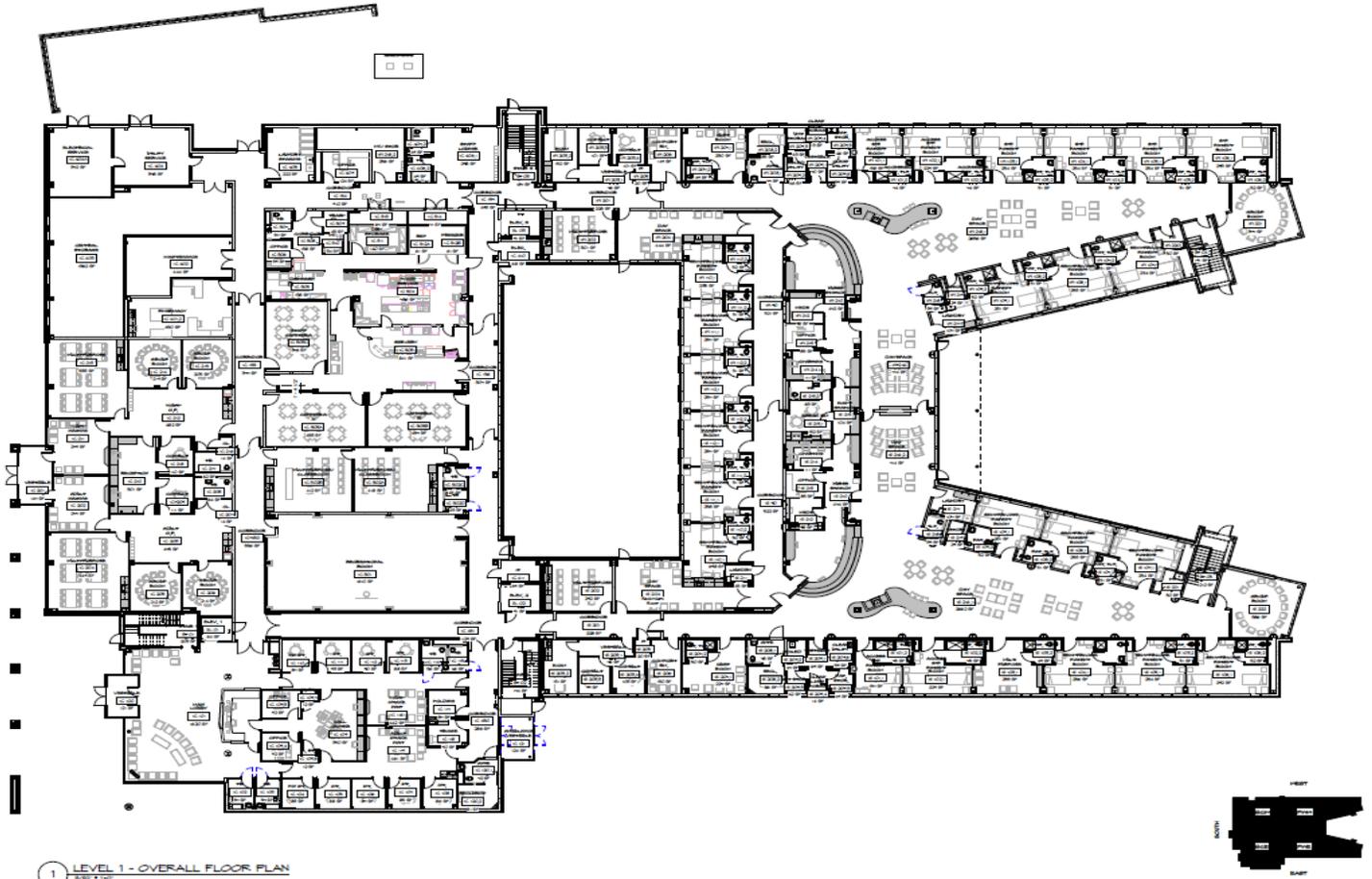
Hospital Location



Hospital Construction and Design



Floor Plans - 1st Floor



Common Questions

- When will you be opening?
 - Contractors are tracking to hand the building over the 1st week of September (Certificate of Occupancy - C of O)
 - We need 2-4 weeks in the building for training and the Joint Commission pre-opening survey
 - The hospital will have furniture in place prior to the certificate of occupancy
- What will be the levels of care that you will provide?
 - Assessment and referral - 24/7 intake and assessments in the Sussex hospital emergency departments, if requested
 - Inpatient acute mental illness, detox and dual diagnosis (mental illness with substance use disorder)
 - Structured outpatient – Partial Hospitalization (5 days per week, full days) and Intensive Outpatient (2 -3 days per week, half days)
- What age groups will be eligible to come to the facility?
 - Adolescents through seniors; will assess the need for children (6-12) based on community feedback
- Will you have regular psychiatric staff or tele-psychiatry?
 - Providers will be physically present 7 days a week
- Will you be doing involuntary admissions?
 - Yes, we will care for both voluntary and involuntary patients

Common Questions (Con't)

- What will the scope of practice be for your licensed clinicians?
 - Therapists both for inpatient and outpatient services will provide Group, Family and Individual therapy.
 - Physicians will provide medication management and detox
- Will there be staff who are also CADC's in addition to being licensed?
 - Yes
- Will you be providing Detox services?
 - Yes, the psychiatric hospital license allows admission for detox, or a inpatient admission for substance use disorder where the primary diagnosis is mental illness (dual diagnosis)
- Will you be accepting all insurance providers (Including Medicaid)?
 - Yes
- Will you be using peer support staff?
 - We don't have peer support staff at our other locations. However, as we grow and determine the needs of the patient population, we will assess the demand for peer support staff in an inpatient versus outpatient setting

Thank you for your time!



TOWN OF GEORGETOWN MEMORANDUM

TO: Mayor & Town Council
FROM: Gene Dvornick
RE: King Street Production Well
DATE: August 15, 2018

The Town had remaining funds from the Drinking Water State Revolving Fund (DWSRF) – King Street Water Plant Improvement Project and worked with the Office of Drinking Water on possible uses of the balance. It was determined the best use would be the addition of a new production well at the facility.

Two (2) bids were received: A.C. Schultes of Delaware (\$266,798.00) and Somerset Well Drilling (\$297,160.00). After review of the bids, the Town Engineer is recommending award to A. C. Schultes of Delaware.

Below is some background information of the project.

Timeline:

- June 8, 2018 – Invitation to Bidders
- June 26, 2018 – Pre-Bid Meeting
- July 31, 2018 – Bid Opening

Funding:

Currently there remains \$151,987.38 in the DWSRF loan (0%, 100% principal forgiveness).

After discussion with the Public Works Director and Finance Staff we have concluded it best to use funding already budgeted for water meter replacement, \$121,000.00.

Recommended Action:

1. Award the project to A. C. Schultes of Delaware at an amount of \$266,7983.00 – The Town Engineer Award Recommendation is provided



August 10, 2018

Town of Georgetown
37 The Circle
Georgetown, Delaware 19947

ATTN: Mr. Eugene Dvornick
Town Manager

RE: King Street Production Well
Town of Georgetown
Sussex County, Delaware
Award Recommendation
DBF #0319A068.006

Dear Mr. Dvornick:

On Tuesday, July 31, 2018 at the Town Administration Building, all bids for the above references project were opened; two (2) bids were received. The bids ranged from \$266,798.00 to \$297,160.00 for the Total Base Bid. We have reviewed all of the submitted bids and find them to be in order.

For Town review and approval, please find enclosed two (2) copies of the Bid Tabulation, two (2) copies of the low bidder's Bid and Bid Bond along with one (1) copy of all other bidder's Bid Forms. The apparent low bidder is A.C. Shultes of Delaware, Inc. of Bridgeville, Delaware with a Total Base Bid of \$266,798.00.

Based on our review of A.C. Shultes of Delaware, Inc., we feel they are a suitable general contractor for this project. Therefore, our office recommends award of the contract to A.C. Shultes of Delaware, Inc. of Bridgeville, Delaware in the amount of \$266,798.00 contingent upon funding acquisition for the full project costs and the State of Delaware Office of Engineering approval of the bidding process and contractor's bid.

Should you have any questions, comments, concerns, or would like to discuss this further, please feel free to call at your convenience.

Sincerely,
DAVIS, BOWEN AND FRIEDEL, INC.

Jason P. Loar, P.E.
Principal

JPL
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cc: William Bradley, Director of Public Works -- Town of Georgetown



**BID TABULATION
KING STREET PRODUCTION WELL
JULY 31, 2018 AT 2:00PM
TOWN OF GEORGETOWN
DBF #0319A068.006**

1. A.C. Shultes of Delaware, Inc.

2. Somerset Well Drilling Co, Inc.

ITEM NO.	DESCRIPTION OF WORK	SIZE OR DEPTH	UNIT	EST QTY	1. A.C. Shultes of Delaware, Inc.		2. Somerset Well Drilling Co, Inc.	
					UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Mobilization, Bonds, Insurance, and Demobilization (Max. 5% of Total Bid)	--	LS	--	-	\$ 13,300.00	-	\$ 14,614.00
2	Furnish all Labor, Material, and Equipment for the Construction, Geophysical Logging, Development, Testing Pumping, Water Quality Analyses, Disinfection, Sampling, and Testing of the Proposed Well 1B, including Well Pump and Motor, Column Pipe, Check Valves, Electrical Work, Level Transducer, Bollards, Associated Concrete, Water Main Piping, Fittings, Valves, Connection to Well I & 1A Piping, Restoration of Well Building, Abandonment of Well 1, and All Other Associated Work.	--	LS	--	-	\$ 239,848.00	-	\$ 277,671.00
ADD/DEDUCT ITEMS:								
3	For drilling, supplying, installing, and grouting 12" well casing to greater or lesser depth. Maximum variance shall be +/- 20 vertical feet.	--	VF	--	\$ 48.00	--	\$ 120.00	--
4	For drilling, supplying, installing, and gravel packing 12" 304 S.S. well screen as specified to a greater or lesser length than specified. Maximum variance shall be +/- 30 vertical feet.	--	VF	--	\$ 100.00	--	\$ 360.00	--
5	For furnishing and installing greater than or less than the column pipe shown on the plans. Maximum variance shall be +/- 14 vertical feet.	--	VF	--	\$ 22.00	--	\$ 50.00	--
CONTINGENCIES								
6	Miscellaneous Excavation and Backfill for Test Pitting	--	CY	25	\$ 46.00	\$ 1,150.00	\$ 20.00	\$ 500.00
7	Excavation Below Subgrade and Gravel Refill	--	CY	25	\$ 60.00	\$ 1,500.00	\$ 20.00	\$ 500.00
8	Furnish and Place Select Backfill	--	CY	50	\$ 20.00	\$ 1,000.00	\$ 10.00	\$ 500.00
9	Furnish and Place 3,000 PSI Concrete	--	CY	25	\$ 200.00	\$ 5,000.00	\$ 65.00	\$ 1,625.00
10	Furnish and Place 4,000 PSI Concrete	--	CY	25	\$ 200.00	\$ 5,000.00	\$ 70.00	\$ 1,750.00
TOTAL BASE BID - ITEMS 1-12					\$	266,798.00	\$	297,160.00

I certify this tabulation is true and accurate based on information compiled from two (2) bids received on July 31, 2018 at 2:00PM, for the King Street Production Well for the Town of Georgetown.

Jason P. Loar, P.E., Principal, Davis Bowen & Friedel, Inc.



Denotes Calculation errors on Bid Form. Corrected value shown.

Agreement Between

Town of Georgetown

And

Sussex Entertainment Enterprises, LLC

Subject

Maintenance Bond

For

Phase 1 – University Drive and Associated Infrastructure

AGREEMENT

This Agreement, made the 22nd day of August, 2018 by and between, the Town of Georgetown, hereinafter called "TOWN", a political subdivision, party of the first part, and Sussex Entertainment Enterprises, LLC hereinafter called "DEVELOPER", parties of the second part (collectively "the parties").

WITNESETH:

The DEVELOPER in consideration of the covenants and agreements herein contained and made by the TOWN, agrees as follows:

WHEREAS, the TOWN has granted approval for Phase 1 – University Drive and associated Infrastructure; and

WHEREAS, the DEVELOPER anticipates a need for TOWN-maintained water, sewer, and streets to serve its property; and

WHEREAS, the DEVELOPER has offered to pay all costs of construction as well as all costs incurred by the TOWN for the construction inspection of those additional facilities to serve its property; and

WHEREAS, the DEVELOPER has agreed, and by these presents does agree, for the consideration hereinafter mentioned, to construct the project in a manner that is acceptable to the TOWN, the improvements as outlined in Article Three.

THEREFORE, for and in consideration of the mutual covenants herein, it is mutually agreed between the parties as follows:

ARTICLE ONE

FEE STRUCTURE

- 1.1 The DEVELOPER shall pay the TOWN, within thirty (30) days of this Agreement being signed by TOWN an amount equal to \$30,266.03 in accordance with Town Code § 98-4 *Service Performed by Town Employees* as described in *Subdivision/site plan inspection fee*.
- 1.2 The DEVELOPER shall submit a written one (1) year guaranty and maintenance bond for the benefit of the Town, in an amount equal to \$60,532.05 upon the issuance of a Letter of Acceptance by TOWN for the improvements as outlined in Article Three.

ARTICLE TWO

DEVELOPER'S RESPONSIBILITIES

- 2.1 Construction shall be in accordance with the Town of Georgetown Design and Construction Standards for Water, Sewer, and Streets, as revised to the date of this Agreement, and the

Route 18/University Drive Intersection construction drawings submitted by Becker Morgan Group, Inc. and as reviewed by the Town Engineer on June 24, 2018.

- 2.2 All easements shall be recorded. Proof of recording of all easements which were required as a result of revisions made during construction which are located on the DEVELOPER'S property are to be submitted by the DEVELOPER to the TOWN prior to the release of the completion guaranty. Proof of recording of all easements which were required as a result of revisions made during construction which are located on property not owned by the DEVELOPER shall be submitted by the DEVELOPER to the TOWN prior to performing any work within the easement.
- 2.3 The DEVELOPER shall retain full maintenance responsibility for all utility infrastructure (water, sewer, and storm sewer) installed in public rights-of-way or easements, until the ownership of this infrastructure is transferred to the TOWN by a properly executed bill of sale. The DEVELOPER shall retain full maintenance responsibility for all roadway, curbing, sidewalk, and street lights installed in public rights-of-way until such public rights-of-way have been deeded to the TOWN.
- 2.4 Following the completion of construction of the improvements to be taken over by the TOWN and prior to the release of the completion guaranty, the DEVELOPER shall submit to the TOWN a complete set of record construction drawings signed and sealed by the DEVELOPER's engineer. The drawings shall contain complete plan views and profiles of as-constructed information pertaining to the Route 18/University Drive Intersection and associated infrastructure, including but not limited to manhole rim and invert elevations, sewer pipe sizes, the location of all sewer cleanouts, water valves, fire hydrants, meter and fire flow vaults, catch basin rims, pipe sizes, and invert elevations. When a set of "as built" plans have been approved by the TOWN, the DEVELOPER shall submit one (1) paper, one (1) Mylar copy of the plans, and one (1) digital copy. The digital copy shall be in AutoCAD (2004 version or more recent) format. The horizontal datum for the hard copies and the digital copies shall be Delaware State Grid, NAD 83/91 and the vertical datum shall be NGVD 88.

ARTICLE THREE

IMPROVEMENTS

- 3.1 STREET IMPROVEMENTS – The street improvements to be eventually taken over by the TOWN include the construction of University Drive (from Seashore Highway to the Phase 1/Phase 2 Line). The street improvements shall also include the installation of curbing; the installation of sidewalk; the installation of catch basins 1H, 2H, 3H, 6H, 7H, 1I, 2I, and 3I as shown on the Route 18/University Drive Intersection construction drawings and the storm sewer pipe between them; and the installation of curbing and sidewalk along Phase 1 – University Drive; all being as shown on the Route 18/University Drive Intersection construction drawings approved by the TOWN.

- 3.2 MISCELLANEOUS IMPROVEMENTS – Additional improvements anticipated to be eventually be taken over by the TOWN include the installation of street lights within the University Drive right of way on the east and west sides of the street within the limits noted in 3.1 above as shown on the Route 18/University Drive Intersection construction drawings approved by the TOWN.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed by their officers and their seals to be herewith affixed, this day and year first above written.

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF

DEVELOPER

Sussex Entertainment Enterprises, LLC

Witness

TOWN OF GEORGETOWN

William E. West
Mayor

Robert L. Holston, Jr.
Secretary, Town Council



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