

**TOWN OF GEORGETOWN  
TOWN COUNCIL MEETING MINUTES**

**Meeting Date:** Wednesday, April 22, 2020  
**Location:** 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: 973 289 94500  
Follow Onscreen Instructions  
**Time:** 2:00 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  
Stephani J. Ballard, Town Solicitor

**2:00 PM – 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 Councilman Hartstein, seconded by Councilwoman Lecates to adopt the agenda as presented. **Motion Carried (unanimous)**
- 4. APPROVAL OF APRIL 8, 2020 TOWN COUNCIL MINUTES**  
Motion by Councilwoman Johnson-Dennis, seconded by Councilman Holston to approve the April 8, 2020 Town Council Minutes as presented. **Motion Carried (unanimous)**
- 5. PROCLAMATION – ARBOR DAY**  
Town Manager Dvornick presented the Arbor Day proclamation.
- 6. 2020 SERVICES AGREEMENT ADDENDUM – GEORGETOWN CHAMBER OF COMMERCE**  
Motion by Councilwoman Lecates, seconded by Councilman Hartstein to approve the 2020 Services Agreement Addendum for the Georgetown Chamber of Commerce.  
**Motion Carried (unanimous)**

**7. FY 2021 BUDGET**

Town Manager Dvornick presented an overview of the FY 2021 Budget.

**8. RESOLUTIONS**

**A. RESOLUTION #2020-03 ADOPTION OF FY 2021 BUDGET**

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to adopt Resolution #2020-03 Adoption of FY 2021 Budget.

**Motion Carried (unanimous)**

**9. DEPARTMENTAL REPORTS**

**A. TOWN MANAGER – GENE DVORNICK**

**DNREC Report – Town Dump**

On Friday, April 17, the Town received the Initial Investigation Report for the Georgetown Dump (DE-1719). Based on the initial investigation, DNREC Remediation Section will be conducting a Facility Evaluation. DNREC sent an RFP to two (2) contractors. Site visits this week are planned by representatives of Black and Veatch and EA Engineering. DNREC is in the process of preparing a Site Access Agreement for the Facility Evaluation. A full copy of the Initial Investigation Report is available upon request.

**New Howard T. Ennis School**

Last week, the Town received notice from DNREC that they have issued a State Wastewater Construction Permit for the New Howard T. Ennis School being constructed on Patriots Way opposite the existing Sussex Central High School. The effluent will be flowing into an existing sanitary sewer pump station owned by the Town.

**Sidewalk Removal Request**

A request was received from the Property Owner at 200 Wilson Street seeking permission for removal of the sidewalk, to be replaced with grass, along the eastern side of their property. This is the only property in the area that has any sidewalk and there is no link to any other pedestrian travel ways. A copy of the request and photographs of the area have been provided for reference.

*Motion by Councilwoman Lecates, seconded by Councilman Holston to approve the sidewalk request. **Motion Carried (unanimous)***

**Proposal – Beacon Engineering**

The Town has received a proposal from Beacon Engineering for the preparation of construction drawings and project specifications for paving and sidewalk improvements along North Race Street between Pepper Street and Douglas Street. The proposal is for \$21,500 which includes Survey: \$3,500; Construction Documents: \$13,500; and Bidding: \$4,500. It is the recommendation of myself and the Construction Coordinator to approve the proposal.

*Motion by Councilwoman Johnson-Dennis, seconded by Councilman Hartstein to approve the Proposal from Beacon Engineering in an amount not to exceed \$24,500.00.*

***Motion Carried (unanimous)***

### **Soil Boring – Green Alley and North Railroad Avenue**

The Town has received notification from Ten Bears Environmental that as part of the ongoing investigation and remediation of the former Thoro-Kleen Dry Cleaners Site (DE-0207) five water monitoring wells are being installed. Two will be on the former building site, two along North Railroad Avenue, and one on Green Alley. Installation is currently planned for April 29 or 30 with sampling planned for May 7 or 8. Both Public Works and the Construction Coordinator are aware of this effort.

### **2020 Annual Municipal Election**

Statements of Candidacy for Mayor, Ward 3, and Ward 4 remain available. The deadline for completion and filing is April 24, 2020 at 5:00 PM. Consistent with the Sixth Modification of the State of Emergency, issued on March 25, 2020, the Municipal Election will be scheduled at some point after May 15, 2020.

### **Coronavirus (COVID-19) Response**

The town has been working closely with the State of Delaware, Division of Public Health, Sussex County and local non-profits to address awareness, screening, and testing within vulnerable communities. Our role has been mostly in a support and communications capacity

As reported during the Budget Workshop we are monitoring our utility bill collections. In your packet is a schedule showing weekly collections for the current utility billing (April 2020) and the two prior quarters (January 2020, and October 2019). As of the week ending April 17, 2020 we have collected 33% of the balance due.

I am pleased to report our Town Essential Personnel Policy continues to work well and all departments are staffed at various times daily. We continue to process utility bills, building permits, and business licenses.

### **Miscellaneous**

- Reminders:
  - Delaware League of Local Governments: Cancelled until further notice
  - Sussex County Association of Towns: Cancelled until further notice

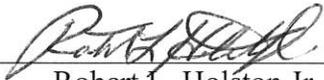
## **10. PUBLIC COMMENT**

None

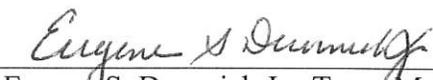
**11. ADJOURNMENT**

Motion by Councilwoman Lecates, seconded by Councilman Hartstein to adjourn at 2:19pm. **Motion Carried (unanimous)**

APPROVED:

  
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Robert L. Holston Jr., Secretary

ATTEST:

  
\_\_\_\_\_  
Eugene S. Dvornick Jr., Town Manager