

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, August 26, 2009
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 7:00 P.M. Regular Meeting

PRESENT:

Edwin A Lambden, Mayor
Charlie Koskey, Ward One
Sue H Barlow, Ward Two
Bob Ricker, Ward Three
Brian Pettyjohn, Ward Four

STAFF PRESENT:

Eugene S Dvornick Jr, Town Manager
Keith Hudson, Superintendent of Wastewater
Angela Townsend, Town Clerk

7:00 P.M. REGULAR MEETING

1. PLEDGE OF ALLEGIANCE

Mayor Lambden led the Pledge of Allegiance.

2. INVOCATION

Mayor Lambden asked for a moment of silence.

3. ADOPTION OF AGENDA

Motion by Councilman Barlow, seconded by Councilman Pettyjohn, to adopt the agenda as presented. **APPROVED (unanimous).**

4. APPROVAL OF AUGUST 12, 2009 TOWN COUNCIL MINUTES

Motion by Councilman Pettyjohn, seconded by Councilman Barlow, to approve the August 12, 2009 Council Minutes, as presented. **APPROVED 4-1 Yea: Barlow, Pettyjohn, Ricker, Lambden Abstained: Koskey**

5. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

Demolition Request – 422 North Bedford Street

The Town has received a request to grant a demolition permit for the structure located at 422 North Bedford Street which was damaged in a fire on July 27, 2009. A handout is provided with photographs taken on August 25, 2009. It is the recommendation of the applicants engineer that demolition and reconstruction is the best alternative.

Motion by Councilman Ricker, seconded by Councilman Barlow, to grant the demolition request for 422 North Bedford Street. **APPROVED (unanimous).**

Water Line Lowering – Delaware Tech

As part of a tax ditch clearing/pipe installation at Delaware Tech a 12” water main was encountered. The ditch work puts the bottom grade directly on top of our water main, which requires lowering the main approximately 8”.Accordingly, we have solicited and reviewed four (4) bids for the work as outlined below:

<u>Vendor</u>	<u>Bid</u>
A P Croll & Son	\$ 6,176.00
Bramble Construction	\$ 7,500.00
Chuck Casper Contractor	\$ 13,800.00
Melvin Joseph Construction	\$ 6,410.00

Motion by Councilman Koskey, seconded by Councilman Pettyjohn, to approve awarding A P Croll & Son the water line lowering work at Delaware Tech at an amount not to exceed \$6,500.00. **APPROVED (unanimous).**

Copier Lease – Document Management Solution

The Town currently leases two (2) copiers from Ricoh – the lease expires in September. We have met with representatives of Ricoh and Inacom to discuss alternatives.

A summary of the options presented is as follows:

<u>Description</u>	<u>Vendor</u>	<u>Price/Mo.</u>	<u>Total Cost</u>	<u>Difference</u>
Current	Ricoh	\$874.47	\$52,468.20	
3 New machines	Inacom	\$629.91	\$37,794.60	\$ 3,335.40
Ultimate	Inacom	\$736.55	\$44,193.00	\$ 9,733.80

The additional \$9,733.80 under the Inacom “Ultimate” provides the best advantage for the Town:

- New server – which is desperately needed
- Upgrade to Windows Vista
- Upgrade to Office 2008 (20 licenses)
- Reduction/Elimination of desktop printers
- Ability to print forms (versus feeding printed forms)
- Black/White and color copying
- Autostore Solution for daily check/payment scanning
- More pages per minute
- Better technical support
- Long range solution – transportable to new town hall with P & Z added

Motion by Councilman Pettyjohn, seconded by Councilman Barlow, to authorize the Town Manager to sign a five year (5) lease with Inacom for the Document Management Solution. **APPROVED 4-1 Yea: Barlow, Ricker, Pettyjohn, Lambden Nay: Koskey**

Miscellaneous

- Water leaks – numbers 30 (Harris Alley – near Sombar’s Office) and 31 (East Laurel Street Extended).
- The Town is working with La Esperanza in coordinating a Community Clean Up Day for Saturday, October 10, 2009 (Ward 2)
- Sports at the Beach have made fourteen payments of \$2,000 towards the Sewer Impact Fees due the Town – this is in keeping with our agreement. Current balance due is \$13,580.00 – to date 67% of the total due has been paid (original amount due: \$41,580.00).
- Utility Cut off notices -- 204 have been sent (still in the normal range).
- Reminder: Town Offices will be closed on Monday, September 7 in observation of Labor Day
- SCAI Meeting – Wednesday, September 2, 2009 at Bear Trap Dunes
- Employee Service Anniversaries (August):
 - Rick Hudson Water Department 11 years
 - Chief Topping Police Department 11 years
 - Jamie Craddock Planning Department 4 years

