

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, March 11, 2009
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 7:00 P.M. Regular Meeting

PRESENT:

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

STAFF PRESENT:

Eugene S Dvojnack Jr, Town Manager
Bill Bradley, Director of Public Works
Angela Townsend, Town Clerk

ABSENT:

Brian Pettyjohn, Ward Four

7:00 P.M. REGULAR MEETING

1. PLEDGE OF ALLEGIANCE

Mayor Lambden led the Pledge of Allegiance.

2. INVOCATION

Mayor Lambden led the invocation.

3. ADOPTION OF AGENDA

ITEM #6 ANNEXATION APPLICATION – MASSEY FARMS – CASE #2008-33 AND ITEM#7 ANNEXATION APPLICATION – HERITAGE LANDS LLC – CASE #2008-33 was removed from the agenda.

Motion by Councilman Koskey, seconded by Councilman Ricker, to adopt the agenda as amended. **APPROVED** (unanimous).

4. APPROVAL OF FEBRUARY 25, 2009 TOWN COUNCIL MINUTES

Motion by Councilman Ricker, seconded by Councilman Barlow, to approve the February 25, 2009 Council Minutes, as presented. **APPROVED** (unanimous).

5. BOY SCOUTS ANNUAL FUNDING REQUEST

The Scouts make an annual request for funding from the Trust Fund Administered by the Town. The fund was established from the proceeds of the sale of the property and building that now houses Possum Point Players. Each year, a total of \$5,000 is distributed equally between the Boys and Girls Scout Units in Georgetown. Earned interest for FY09 is \$681.07 and there is a balance of \$36,035.76 in the account.

Motion by Councilman Ricker, seconded by Councilman Barlow, to approve the \$2,500.00 annual disbursement to the Boys Scout Units. **APPROVED** (unanimous).

6. ANNEXATION APPLICATION – MASSEY FARMS – CASE #2008-33 was removed from the agenda.

7. ANNEXATION APPLICATION – HERITAGE LANDS LLC – CASE #2008-33 was removed from the agenda.

8. 1ST PRESENTATION OF THE FY10 BUDGET PROPOSAL

Thank you for attending the workshop held on Thursday, March 5, 2009 to discuss the first proposed budget, as outlined below:

This is the first presentation as a part of the Annual budget process. Given time to review, no action should be taken at this time. The Budget will be presented again at the April 8, 2009 Town Council Meeting for possible adoption.

<u>REVENUES</u>	<u>PROPOSED</u>
General Fund Revenues	\$ 2,361,000
Water Revenues	\$ 1,320,050
Wastewater Revenues	\$ 1,636,200
TOTAL REVENUES	\$ 5,317,250

<u>EXPENDITURES</u>	
General Fund Expenses	\$ 3,441,472
Water Fund Expenses	\$ 809,714
Wastewater Fund Expenses	\$ 1,425,979
TOTAL EXPENDITURES	\$ 5,677,165

SURPLUS/(DEFICIT) \$ (359,915)

The staff is currently reworking the budget based on the items discussed during the workshop and we'd like to schedule Monday, March 30 at 4:30 PM for a second workshop.

9. DEPARTMENTAL REPORTS
A. GENE DVORNICK – TOWN MANAGER

Economic Stimulus Update

The Town application through Delaware Department of Health and Social Services, Division of Public Health, Office of Drinking Water – State Revolving Fund did not make the funding cut. The top 6 projects were funded, our ranking was 10. There is some opportunity should any of the top six be disqualified or unable to meet the timing requirements.

Our application through Clean Water Advisory Board – for wastewater projects – will be reviewed on March 18, 2009.

Budget versus Actual – Ten Months (83.3% of the Year)

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>%</u>
General Fund	\$2,827,200	\$2,847,040	(\$19,840)	101%
Water Fund	\$1,320,050	\$1,079,569	\$240,481	82%
Sewer Fund	\$1,653,750	\$1,514,384	\$139,366	92%
Total	<u>\$5,801,000</u>	<u>\$5,440,993</u>	<u>\$360,007</u>	<u>94%</u>

<u>Expenditures</u>				
<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>%</u>
General Fund	\$3,481,091	\$3,043,274	\$437,817	87%
Water Fund	\$826,521	\$740,919	\$85,602	90%
Sewer Fund	\$1,493,388	\$1,226,858	\$266,530	82%
Total	<u>\$5,801,000</u>	<u>\$5,011,050</u>	<u>\$789,950</u>	<u>86%</u>

The monthly report has been distributed for your review.

Other Key items (versus the same time period last year):

- Real Estate Transfer Tax Revenue, **Down 78.79%**
- Building Permit Revenue, **Up 25.28%**

Request for Fence Crossing Town Property

The Town has received a request from Ms. Valerie Taylor (613 Edward Street) asking for permission to install a fence which will cross Town Property (Peggy Street - a paper street) running from Rt. 113 to Edward Street. I would recommend granting the request subject to a stipulation that the property owner sign an acknowledgement stating:

1. The fence is being placed on Town of Georgetown property;
2. The installation shall comply with all applicable Town Codes;
3. The property owner will assume responsibility for all installation, maintenance and repair costs;
4. The property owner will remove same with 30 day advance notice from the Town.

Councilman Ricker: I hate to set a precedence of placing a fence on Town Property.

Councilman Barlow: I don't see how the Town can grant permission to install a fence on someone else's property (the area from Peggy Street (a paper street) and Edwards Street.

Motion by Councilman Ricker, seconded by Councilman Koskey, to deny the request of a fence crossing Town property. **APPROVED (unanimous).**

2009 Municipal Election

REMINDER: Certificates of Candidacy are available. The seats for Ward 1 and Ward 2 are up for election. The filing deadline is April 17th at 5:00 pm. The Annual Municipal Election will be held on Saturday, May 9th (if needed)

CGI Community Video

The Town has received the scripts to be used for the six video segments being done as part of our online video project. The 6 areas include:

- Welcome
- Quality of Life
- Real Estate & Relocation
- Education
- Chamber of Commerce (Done by Georgetown Chamber)
- Economic Development (Done by Sussex County Econ Dev Office)

We are scheduled for filming April 14 and 15, 2009.

Miscellaneous

- Review and approval of the Weather and Emergency Events Policy.

Motion by Councilman Barlow, seconded by Councilman Ricker, to approve and adopt the Weather and Emergency Events Policy. **APPROVED 3-0 Yea:**

Koskey, Barlow, Ricker Abstained: Lambden

- Delaware League of Local Governments Congressional Visit is scheduled for Wednesday, March 18 in Washington, DC – Mayor Lambden and Councilman Pettyjohn will be representing the Town.

B. BILL BRADLEY – DIRECTOR OF PUBLIC WORKS

The Public Works Department has been working on the budget trying to bring the operation costs down. One way is to use flex time to reduce overtime salaries, another way is to rent equipment and have our staff certified to work in the state roadways when we have water leaks, this will reduce the contracted service prices considerably. We have been cleaning up the town yard and scraping the metal to purchase a utility locator for locating our utilities. We have been advising our vendors that we may be bidding out our everyday purchases like chemicals, gas, diesel, fuel, and etc. Coyne Chemical who is a supplier for the water plants has already reduced some prices. We have been getting equipment ready for summer time operations: grass cutting, street repairs, tree trimming, and etc.

10. PROPOSED ORDINANCES

A. 1ST READING OF ORDINANCE

1. ORDINANCE 2009-6 CODE OF ETHICS

The Public Integrity Commission's standards apply to all local governments unless they adopt their own Code of Conduct which the Commission must approve as being at least as stringent as the State Law. The Town forwarded the current Code of Ethics to the Commission in December, 2008 for review and comment.

Three issues were lacking: 1. The Ordinance only applied to Council members.

2. No provisions for creating an independent ethics commission. 3. No provisions creating any procedures for implementation. The Town contacted Janet Wright, Esq. at the Commission's office with the proposed Ordinance that incorporated the Commission's recommendations. On February 18, 2009 the Public Integrity Commission approved the proposed Ordinance. No action necessary at this time.

2nd reading and adoption if agreeable will be March 25th Council meeting.

11. PUBLIC COMMENT

Mike Wyatt, 703 E Market Street, offered suggestions for budget consideration to help boost the economy and help the current and future residents of Georgetown:

1. Reduce the rates for a given time for Impact Fees for new homeowners.
2. Reduce the 30¢ increase that was imposed in 2004 for street improvements and repairs. Reduce that amount to 15¢ and even if you increase the tax rate, the residents will not be impacted as much, for every 1¢ increase the Town generates \$4,400.00.

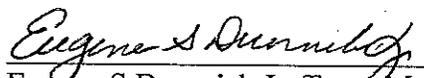
12. ADJOURNMENT

Motion by Councilman Ricker, seconded by Councilman Barlow, to adjourn at 7:29 p.m. **APPROVED (unanimous).**

APPROVED:


Sue H. Barlow, Secretary

ATTEST:


Eugene S Dvornick Jr, Town Manager