

**TOWN OF GEORGETOWN  
TOWN COUNCIL MEETING MINUTES**

**Meeting Date:** Wednesday, September 23, 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  
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**

**ITEM #7B BILL BRADLEY – DIRECTOR OF PUBLIC WORKS was removed.**  
Motion by Councilman Ricker, seconded by Councilman Barlow, to adopt the agenda as amended. **APPROVED (unanimous).**

**4. APPROVAL OF SEPTEMBER 9, 2009 TOWN COUNCIL MINUTES**

Motion by Councilman Koskey, seconded by Councilman Ricker, to approve the September 9, 2009 Council Minutes, as presented. **APPROVED (unanimous).**

**5. DAVIS, BOWEN & FRIEDEL, INC INTRODUCTIONS**

Annie Williams, Town Engineer, updated the Council on changes that have taken place within the company. Annie will be cutting back on her hours, to spend more time with her family. In addition, the Salisbury office is cutting back on staff and with that change will be turning the operations over to the Milford office. Eric Retzlaff, Randy Duplechain, and Bill Remington will be working with the Town in the future. Annie expressed her appreciation to the Council for their support in working with her in past.

**6. GEORGETOWN CROSSING, LLC – REQUEST TO VACATE A PAPER STREET**

Alan Perry, representing the purchasers of the property presented the Council with an overview of the request. The paper street in question include that portion of Laurel Street situate on the westerly side of DuPont Blvd (Route 113) and 36' wide strip of land also situated on the westerly side of DuPont Blvd, both of which are more particularly shown on the map of Evergreen Lawns Addition as recorded on July 25, 1923 in the Office of Recorder of Deeds. Request to vacate a paper street (West Laurel Street), west of US113 Dupont Hwy (Ruhl Property).

Councilman Koskey: My concerns are with the adjoining property owner, Lancaster Sheds and with providing access to their business.

Mr Perry: We are required to provide access with the adjoining property owners as part of our contract.

Councilman Ricker: The Town does not actually own the street is that correct?

Jim Fuqua: That is correct. The Ruhl family does own the land; the road was laid out as part of the subdivision plan and recorded in 1923. The road was never dedicated to the Town or the public, never offered, never deeded, or never accepted. The Council is just confirming that they do not have any interest in the road.

Mr Perry: At some point in time the Town did accept the subdivision plan and we are asking the Town to relinquish that plan and to vacate the street as part of the public record.

Motion by Councilman Ricker to move forth on abandonment of the street and to schedule a public hearing.

Town Manager: I believe with no recordation or proof of dedication of the street a public hearing is not necessary, I would suggest that the subdivision plan that was recorded in 1923 be abandoned also.

Motion modified by Councilman Ricker, seconded by Councilman Pettyjohn, to move forward with the abandonment of the street and should there be any existing subdivision plans that they be abandoned as well. **APPROVED (unanimous)**.

## 7. DEPARTMENTAL REPORTS

### A. GENE DVORNICK – TOWN MANAGER

#### **Transit Hub Update**

At the request of DART, the Town has executed a Right of Entry agreement allowing them to perform a site assessment, and any necessary work associated with the location of the transit hub.

#### **Delmarva Power Site Clean Up**

The Town has received notification from Delmarva Power that soil removal from the former substation site located on North Race Street is planned to begin in early October. The remediation plan was reviewed with Bill Bradley.

#### **Delaware National Bank CD – Boy & Girl Scouts**

The Certificate of Deposit purchased last year for the Boy and Girls Scouts matures in early October. It is the recommendation of the Town Manager to reduce the principle by an amount equal to the 2010 payout and renew the balance with Delaware National Bank.

Motion by Councilman Pettyjohn, seconded by Councilman Koskey, to renew a 6 month CD in the amount of \$24,000 with the residual transferred to a cash account for the annual distribution to the Boy and Girl Scouts. **APPROVED (unanimous)**.

#### **Demolition Request – 208 North Race Street**

The Town has received a request to grant a demolition permit for the structure located at 208 North Race – this request was submitted by the property owner. A handout is provided with photographs taken on September 22, 2009.

Motion by Councilman Koskey, seconded by Councilman Barlow, to table the demolition request until a structural engineering report is completed and a site plan (post demolition) is submitted. **APPROVED (unanimous)**.

#### **Town Hall Air Conditioning**

The air conditioning unit on the 1<sup>st</sup> floor of Town Hall failed earlier this week. The cost to replace is \$4,785.00. Work is scheduled to be completed over the next few weeks.

**Police Department – New Roof**

The new roof is in the process of being installed on the police building. It is anticipated that the work will be completed mid-next week.

**New Town Hall**

The Delaware Tech class which will be working on the documentation and design for the New Town Hall building made their first visit on Monday of this week. Over the next few weeks, they will be documenting the existing building and begin to schematic design of the new facility based on meetings with various user groups (staff, Manager, Mayor and Council).

**Budget versus Actual – Four Months (33% of the Year)**

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>%</u>
General Fund	\$2,732,545	\$2,042,528	\$690,017	75%
Water Fund	\$1,249,450	\$313,824	\$935,626	25%
Sewer Fund	\$1,571,200	\$455,245	\$1,115,955	29%
Total	\$5,553,195	\$2,811,597	\$2,741,598	51%

<u>Expenditures</u>				
General Fund	\$3,376,331	\$1,080,770	\$2,295,561	32%
Water Fund	\$798,268	\$254,495	\$543,773	32%
Sewer Fund	\$1,378,596	\$547,451	\$831,145	40%
Total	\$5,553,195	\$1,882,716	\$3,670,479	34%

The monthly report has been distributed for your review.

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

- Real Estate Transfer Tax Revenue, **Up 79.56%**
- Building Permit Revenue, **Down 88.20.94%**

**Miscellaneous**

- Water leaks – number 32 (in the area of the 300 block – North Bedford Street) and number 33 (in the area of the 100 block – North Bedford Street) – work on number 32 is complete and 33 are underway. Our public works staff is doing the work themselves, using the equipment purchased.
- The Save Lewes Organization is planning a rally opposing the Lingo/Townsend project on the Circle this coming Tuesday, September 29 in the afternoon.
- During the Month of October, the Town will be participating in “Turning Sussex County Pink” for breast cancer awareness.
- The Town is working with La Esperanza in coordinating a Community Clean Up Day for Saturday, November 7, 2009 (Ward 2) 8:30 - noon
- Sports at the Beach have made eighteen payments of \$2,000 towards the Sewer Impact Fees due the Town – this is in keeping with our agreement. Current balance due is \$5,580.00 – to date 87% of the total due has been paid (original amount due: \$41,580.00)
- Amended Annexation Agreement with Highway One has been drafted and will be on the October 14, 2009 Council Agenda
- Reminder: Town Offices will be closed on Monday, October 12 in observation of Columbus Day (this is a non-paid holiday)
- SCAT Meeting – Wednesday, October 7, 2009 at Mango’s (Bethany Beach)
- Employee Service Anniversaries (September):

- |                  |                   |         |
|------------------|-------------------|---------|
| ○ Angie Townsend | Town Hall         | 4 Years |
| ○ Matt Barlow    | Police Department | 6 Years |
| ○ Joel Diaz      | Police Department | 6 Years |
| ○ Laura Givens   | Finance           | 8 Years |
| ○ Mike Betts     | Wastewater        | 9 Years |

**8. 2ND READING & ADOPTION OF ORDINANCES**

**A. ORDINANCE 2009-14 GRASS CLIPPINGS**

A significant portion of the run-off and debris in the streets results in increased pollution into the Town's storm drains and catch basins. Comments from Councilman Ricker with the 1<sup>st</sup> reading are noted with the removal of the word leaves. Comments from Councilman Barlow as to extensively advertising the requirements will give residents notice before the next grass season.

Motion by Councilman Barlow, seconded by Councilman Pettyjohn, to adopt Ordinance #2009-14 Grass Clippings. **APPROVED (unanimous).**

**"Ordinance 2009-14 is incorporated as part of the minutes."**

**B. ORDINANCE 2009-15 EXTERIOR STRUCTURES**

To address outside appearances, peeling paint, shingles falling off, and etc. Comments from Councilman Pettyjohn 1<sup>st</sup> reading – effective date one year from the date of adoption, which gives residents sufficient time to remedy the problem.

Motion by Councilman Barlow, seconded by Councilman Pettyjohn, to adopt Ordinance #2009-15 Exterior Structures. **APPROVED (unanimous).**

**"Ordinance 2009-15 is incorporated as part of the minutes."**

**9. PUBLIC COMMENT**

A fundraiser for the Georgetown Public Library is scheduled for Saturday, October 3, 2009 from 5:00pm to 9:00pm at the CHEER Center, Georgetown.

A Tribute was presented to Eugene S Dvornick Jr, in recognition of being named Delaware League of Local Governments 2009 Town Manager of the Year.

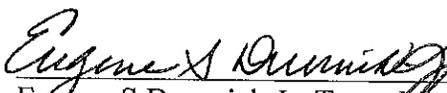
**10. ADJOURNMENT**

Motion by Councilman Pettyjohn, seconded by Councilman Barlow, to adjourn at 7:39p.m. **APPROVED (unanimous).**

APPROVED:

  
Sue H. Barlow, Secretary

ATTEST:

  
Eugene S Dvornick Jr, Town Manager