

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, April 14, 2010
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
Bill Bradley, Director of Public Works

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

4. APPROVAL OF MARCH 24, 2010 TOWN COUNCIL MEETING MINUTES

Motion by Councilman Pettyjohn, seconded by Councilman Koskey, to approve the minutes as presented. **APPROVED (unanimous).**

5. FY11 BUDGET

A. 3RD PRESENTATION OF FY11 BUDGET

This is the third presentation as a part of the annual budget process. The Town Manager addressed the comments raised during the council meeting and presented a balanced budget for consideration by the Town Council. No action is necessary with this item. (See Item 5B & 5C)

B. RESOLUTION 2010-5 ADOPTION OF FY11 BUDGET

The proposed Resolution outlines the recommendations discussed by Council, Pay Levels, Impact Fees, and Out of Town Customers, in addition to giving the Town Manager authorization in transferring funds from one line item to another without further approval by the Town Council.

Motion by Councilman Pettyjohn, seconded by Councilman Barlow, to adopt Resolution 2010-5 Adoption of FY11 Budget. **APPROVED (unanimous).**

“Resolution 2010-5 is incorporated as part of the minutes.”

C. RESOLUTION 2010-6 ESTABLISHING AN APPROPRIATION LIMIT

A sum of money that has been set aside from a budget, especially a government budget, for a purpose.

Motion by Councilman Ricker, seconded by Councilman Koskey, to adopt Resolution 2010-6 Establishing an Appropriation Limit. **APPROVED (unanimous).**

“Resolution 2010-6 is incorporated as part of the minutes.”

6. BOARD OF ELECTIONS APPOINTMENTS

The annual Municipal election shall be conducted by a Board of Elections consisting of an Inspector and two (2) Judges. Inspector – Rosalie Walls, Judges – Ardis Hayes and Sue Messick. The Board of Elections is appointed by the Mayor and the Town Council no later than the last regular meeting of the Council prior to the date of the Annual Municipal Election.

Motion by Councilman Koskey, seconded by Councilman Barlow, to approve the submitted Board of Elections. **APPROVED (unanimous).**

7. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

2010 Municipal Election

REMINDER: Certificates of Candidacy are available. The seats for Mayor, Ward 3 and Ward 4 are up for election. The filing deadline is this Friday, April 16th at 5:00 pm. The Annual Municipal Election will be held on Saturday, May 8th (if needed).

Workshop – Town Council & Planning Commission

The Planning Commission has expressed interest in having a workshop with the Town Council prior to their April 21, 2010 meeting. Thus far, Councilpersons Koskey and Barlow have indicated they can participate. The Town Manager is unavailable on April 21st as well.

Council members stated that the Town Manager should attend the workshop also. Councilman Pettyjohn recommended meeting prior to the next Council meeting on April 28th at 6:00pm. Councilman Ricker and Pettyjohn asked for a draft ordinance for review prior to the workshop.

Annual Tax Billing

Beginning with the FY 2011 Annual Tax Billing, the Town of Georgetown will begin utilizing a third party for mailing purposes. Mail Movers will fold/stuff and sort the billings allowing us to take advantage of lower postal rates and better utilization of our staff's time. This will include quarterly utility billings as well.

Prettyman Woods Spray Irrigation Proposal

The Town has been working since 2001, under a State Revolving Fund Loan, to expand the areas used for disposal of our treated waste water.

As part of our Notice of Conciliation, executed on January 20, 2010, one of the items to be addressed was completion of the design plans and specifications for the Prettyman Woods Spray Expansion (Section II Notice of Conciliation and Order, Item 5)

We have received a proposal from Davis, Bowen & Friedel for the survey, design, bidding and construction phases of the project. The estimated cost for these services is \$73,500. This cost will be incorporated into the loan.

Motion by Councilman Ricker, seconded by Councilman Koskey, to accept the proposal for the Prettyman Woods Spray Irrigation Project in the amount not to exceed \$73,500.

APPROVED (unanimous).

Budget versus Actual (Mar 10) – Eleven Months (92% of the Year)

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>%</u>
General Fund	\$2,732,545	\$2,867,225	(\$134,680)	105%
Water Fund	\$1,249,450	\$925,084	\$324,366	74%

Sewer Fund	\$1,571,200	\$1,218,534	\$352,666	78%
Total	\$5,553,195	\$5,010,843	\$542,352	90%

Expenditures

General Fund	\$3,376,331	\$3,093,344	\$282,987	92%
Water Fund	\$798,268	\$717,512	\$80,756	90%
Sewer Fund	\$1,378,596	\$1,400,656	(\$22,060)	102%
Total	\$5,553,195	\$5,211,513	\$341,682	94%

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 28.53%**
 - YTD FY 2008 \$448,774
 - YTD FY 2009 \$ 93,603
 - YTD FY 2010 \$120,310
- Building Permit Revenue, **Down 29.87%**

Miscellaneous

- Delaware Workplace Safety Audit has been completed and the Town will be seeing a premium reduction of 13% on our policy renewal premium
- 2010 Water leaks:
 - Number 9: 200 block – East Market Street
 - Number 10: 200 block – Rosa Street
 - Number 11: 21 King Street
 - Number 12: West Market Street @ Brick Hotel
 - Number 13: West Market Street @ Front Street
- Upcoming events:
 - Special Meeting: Candidate Certification, Friday, April 16 at 5:01 pm
 - Community Health Day Walk: Saturday, April 17 at 9:00 (Sussex Tech)
 - Little League Opening Day Parade: Saturday, April 24 at 9:00am

B. BILL BRADLEY – DIRECTOR OF PUBLIC WORKS

We have been working on storm water drainage problems throughout the town at this time. A large blockage on West Way is preventing South Bedford and Front Street from draining. We are trying our best to find a solution to clean the roots out without having to replace the pipe. We have had 11 water leaks since January 1st all have been minor repairs or replacements. We have been doing a lot of yard waste removal throughout the town. The Department is looking into options on how to deal with and dispose of all the yard waste. We have started cutting grass and cleaning up the parks, and will soon get the sweeper back out in addition to spraying weed killer.

8. PUBLIC COMMENT

Paul Enterline, President of the Georgetown Public Library. Mr Enterline updated Council with the status of the library. A walk through will take on April 20th at 1:00pm, Council is invited to attend.

Mike Wyatt, 703 E Market St, thanked Mayor Lambden for his service to the Town. Mr Wyatt also took offense to the article in the paper, as to the status of the

Town when Mr Lambden took office. I called you the day the paper came out, but you never returned my phone call. You stated "The Town is in better shape than you inherited it". When I was Mayor you were on Council along with Councilman Ricker, Barlow and Koskey, which is the same Council serving now. If being in better shape means less water use, no development, and fewer businesses then maybe it is in better shape. I think you should have left sleeping dogs lie.

Town Manager read correspondence from Baird Mandalas LLC, Attorneys for the Georgetown Downs project.

9. **EXECUTIVE SESSION**

Town Council will meet in Executive Session for the discussion of a personnel matter in which the names, competency and abilities of an individual employee is discussed.

Motion by Councilman Ricker, seconded by Councilman Pettyjohn, to adjourn to Executive Session at 7:36p.m. **APPROVED (unanimous)**.

Executive Session exited at 8:15p.m.

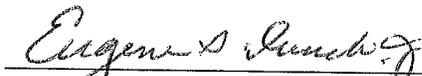
11. **ADJOURNMENT**

Motion by Councilman Ricker, seconded by Councilman Pettyjohn, to adjourn at 8:17p.m. **APPROVED (unanimous)**.

APPROVED:


Sue H. Barlow, Secretary

ATTEST:


Eugene S Dvornick Jr, Town Manager