

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, February 24, 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 Topping, Chief of Police

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 Pettyjohn, to adopt the agenda as presented. **APPROVED (unanimous).**
4. **APPROVAL OF JANUARY 27, 2010 TOWN COUNCIL MEETING MINUTES**
Motion by Councilman Pettyjohn, seconded by Councilman Koskey, to approve the January 27, 2010 Town Council Minutes as presented. **APPROVED (unanimous).**
5. **ANNUAL PRESENTATION OF FUNDING – GEORGETOWN AMBULANCE SERVICE – STATION 93**
Elaine Reynolds from the American Legion Ambulance Service was in attendance for the presentation of the check in the amount of \$5,000.00.
6. **REQUEST FOR FINANCIAL SUPPORT – DUNBARTON OAKS APARTMENT RENOVATION**
Donald Kilpatrick, Vice-President Severn Companies asked for a letter of support in addition to some kind of financial contribution from the Council. Dunbarton Oaks is proposing to renovate all 5 phases similar to the apartments in Laurel.
The Town Manager presented the Council with a recap of one potential financial contribution in the area of phasing in taxes associated with increased assessments. Cost to the Town is \$2,930.00 while the savings to the applicant is \$2,930.00.
Councilman Ricker: Given the amount of crime within the apartment complex, has security measures been given any consideration.
Donald Kilpatrick: Yes, we have looked at security measures to address the crime taking place in the complex, by adding more amenities such as lighting, and security cameras.
Councilman Ricker: Due to the amount of time and resources being spent over there, I would like to see what security measures are being proposed with the renovation. Building numbering is also a problem with the arrival of emergency services. Given the current economic atmosphere, we have to be very careful relieving tax dollars with this project while asking residents to pay their tax bills in full within a specific time frame.

Donald Kilpatrick: April 9th is the application deadline, and we would be more than happy to supply Council with any additional information.

Motion by Councilman Ricker, seconded by Councilman Barlow, to table this item until more information is provided on security, amenities, and building numbering and to place this item on the March 10th agenda. **APPROVED** (unanimous).

7. **ANNUAL TAX ASSESSMENTS FROM MAY 1, 2010 TO APRIL 30, 2011**
A. ASSESSMENT APPEALS HEARING

Mayor Lambden opened the floor for anyone who wanted to appeal his or her assessment for the tax year May 1, 2010 to April 30, 2011.

No one came forward.

B. ADOPTION OF ANNUAL ASSESSMENTS

	<u>Property Tax Assessments Totals</u>
Total Assessment	\$59,582,735
Exempt Properties	<u>\$14,604,700</u>
Net Taxable	\$44,978,035

Moved by Councilman Pettyjohn, seconded by Councilman Ricker, to adopt the Tax Assessments for the tax year May 1, 2010 to April 30, 2011. **APPROVED** (unanimous).

8. **1ST READING OF ORDINANCES**

A. ORDINANCE #2010-2 HEIGHT, AREA & BULK REQUIREMENTS, ATTACHMENT A

With the adoption of Ordinance 2010-1 AR1 Agricultural District, Attachment A needed to be modified. No action necessary at this time. 2nd Reading and adoption if agreeable will be March 10, 2010.

9. **DEPARTMENTAL REPORTS**

A. GENE DVORNICK – TOWN MANAGER

Northport Park

The Town has been approached by Sussex Community Crisis Housing Service regarding the park located on Rosa Street between Kimmey Street and North King Street.

The Town has leased the property since 1989 for the purpose of a public park and recreation area for the residents of Georgetown.

The Sussex Community Crisis Housing Service has been notified that the current playground equipment does not meet the consumer product safety standards by the CPSC. In addition the agency is creating a significant liability exposure for them by opening the park to the public.

In order to maintain their insurance coverage, the equipment has to be removed. Discussions with the Agency resulted in agreeing not to renew the lease and working with the Department of Corrections to remove the playground equipment.

Councilman Barlow recommended requiring the agency to install playground equipment with the proposed project.

Councilman Ricker: There is nothing there for the 100's of children that live in that area to play with.

Motion by Councilman Pettyjohn, seconded by Councilman Koskey, to recommend not renewing the lease agreement, supporting the agency while applying for additional

housing units to be constructed on the property, and working with the agency, Police Department or the Public Works Department in having the DOC remove the equipment.

APPROVED 4-1 Yea: Koskey, Barlow, Pettyjohn, Lambden Nay: Ricker

Bond Referendum – South Bedford Street

The referendum for borrowing \$490,000 for the South Bedford Street Pump Station was held on Saturday, February 20, 2010. The voter turnout was light, less than 1%. Total Votes cast: 27; Votes **FOR**: 27; Votes **AGAINST**: 0.

Closing on the loan is scheduled for Tuesday, March 9, 2010. Once closed, the contract can be awarded and hopefully work will commence shortly. Just a reminder, we will only borrow the actual amount required to complete the contract.

Budget versus Actual (Jan 10) – Nine Months (75% of the Year)

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>%</u>
General Fund	\$2,732,545	\$2,740,087	(\$7,542)	100%
Water Fund	\$1,249,450	\$906,970	\$342,480	73%
Sewer Fund	\$1,571,200	\$1,210,731	\$360,469	77%
Total	\$5,553,195	\$4,857,788	\$695,407	87%

Expenditures

General Fund	\$3,376,331	\$2,645,626	\$730,705	78%
Water Fund	\$798,268	\$634,498	\$163,770	79%
Sewer Fund	\$1,378,596	\$1,237,235	\$141,361	90%
Total	\$5,553,195	\$4,517,358	\$1,035,837	81%

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 28.13%**
 - YTD FY 2008 \$417,683
 - YTD FY 2009 \$88,301
 - YTD FY 2010 \$113,139
- Building Permit Revenue, **Down 33.28%**

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 April 16th at 5:00 pm. The Annual Municipal Election will be held on Saturday, May 8th (if needed)

Inflow and Infiltration – Sewer Impact

We continue to see the impact of inflow and infiltration on our wastewater treatment plant. We are seeing daily flows in excess of one (1) million gallons per day (previous averages are 875,000 gpd). Our staff has been investigating manholes, focused in the Kimmeytown section of town surveying them for the easy fixes. The Town has been making grant applications to USDA and the State Revolving Fund to help address the solutions. This is a big ticket item as identification is the easy part – correction will be the costly part – several millions of dollars.

We have been utilizing our overland discharge, into the Eli Walls Tax Ditch, almost exclusively since the Notice of Conciliation was agreed to by the Town and DNREC.

4 and 8 North King Street

The Town has received a Comparative Market Analysis for both properties, prepared by Cooper Realty. Based on recent sales suggested sales prices are:

<u>Property</u>	<u>CMA</u>	<u>Target</u>	<u>Listing</u>
4 N. King	\$ 100,000.00	\$ 105,000.00	\$ 110,000.00
8 N. King	\$ 90,000.00	\$ 95,000.00	\$ 100,000.00
Total	\$ 190,000.00	\$ 200,000.00	\$ 210,000.00
<u>Cmsn</u>	\$ 11,400.00	\$ 12,000.00	\$ 12,600.00
Proceeds	\$ 178,600.00	\$ 188,000.00	\$ 197,400.00
<u>Basis</u>			
4 N. King	\$ 83,500.00	\$ 83,500.00	\$ 83,500.00
8 N. King	\$ 101,250.00	\$ 101,250.00	\$ 101,250.00
Total	\$ 184,750.00	\$ 184,750.00	\$ 184,750.00
Gain/(Loss)	\$ (6,150.00)	\$ 3,250.00	\$ 12,650.00

Motion by Councilman Ricker, seconded by Councilman Barlow, to authorize the Town Manager and Mayor to sign the Listing Agreement with Cooper Realty Street with a list price of \$110,000 for 4 N King St and \$100,000 for 8 N King St.

APPROVED Yea: 4-1 Barlow, Ricker, Pettyjohn, Lambden Nay: Koskey

FY 2011 Budget Workshop

The Finance staff and I have been working on the FY 2011 Budget. All departments have submitted their estimates and we have been consolidating everything over the past few weeks. We'd like to schedule a workshop with the Mayor & Council for early March to review.

Council scheduled Tuesday, March 16, 2010 at 4:30pm at Town Hall.

Miscellaneous

- Delaware League of Local Governments, Dover Sheraton, Thursday, February 25 at 6:00
- Sussex County Association of Towns, Bear Trap Dunes, Wednesday, March 3 at 6:00
- Sussex County Association of Towns – Legislative Breakfast, CHEER Center, Friday, March 5, 2010 at 9:00
- Service Anniversaries for February:
 - Shawn Brittingham Police Department 7 years

B. BILL TOPPING – CHIEF OF POLICE

Paula Laymon was introduced to Council as the new Code Enforcement Officer. Chief Topping presented Council with total department hours worked for January. Court of Common Pleas has been and still is a costly problem for municipalities.

Recommendation for one officer (either Tyndall or Shaffer) to go to traffic court to handle all the cases. Legislation for Aubrey Spicer sponsored by lead sponsor Rep. Peter C Schwartzkopf needs to be reintroduced by John Brady since several changes have been made. This legislation would cover Aubrey's medical benefits until she's 18 or 24 if she attends college. A House Bill number has not been assigned yet for Aubrey's legislation. Count of Incident Types were also supplied to Council for January 1, 2010 thru February 24, 2010. Other types of reports are available upon request. For hours of overtime worked for January, Council requested a breakdown of grant funded and town funded overtime. Grant from Department of Justice for \$73,000

was awarded. Councilman Ricker extended to the officers the Council's gratitude for all their time and work put in during the recent snow storm.

10. PUBLIC COMMENT

Letter from Senator George H Bunting Jr thanking the fire and emergency personnel who went above and beyond the call of duty during the recent winter storm.

Thank you note from outgoing President of DLLG Jim Ford, for the gift "16 Mile From Anywhere."

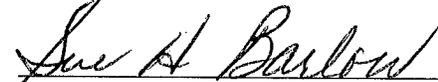
Council was told by a number of residents what an excellent job the Public Works Department did on plowing and clearing the streets.

Chief Topping informed the Council that the Georgetown Apartments has a web based security camera system which can be viewed from the officer's laptops or from the Police Department. Town Manager asked Chief Topping to forward the information on to him, which he will forward on to Dunbarton Apartments.

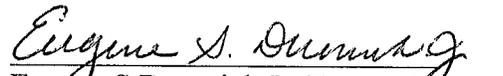
11. ADJOURNMENT

Motion by Councilman Pettyjohn, seconded by Councilman Ricker, to adjourn at 8:08p.m. **APPROVED (unanimous).**

APPROVED:


Sue H. Barlow, Secretary

ATTEST:


Eugene S Dvornick Jr, Town Manager