

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, March 10, 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
Tom Klein, Dir of Planning & Zoning
Bill Bradley, Dir 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.

The Town Manager introduced three distinguished guests attending the Council Meeting: Former Mayor, Town of Milton, Jack Bushey, Mayor-Elect, Town of Milton, Cliff Newlands, and Hal Godwin, Deputy County Administrator.

3. ADOPTION OF AGENDA

ITEM #12A EXECUTIVE SESSION was added for the discussion of a personnel matter in which the names, competency and abilities of an individual employee is discussed.

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

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

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

5. BOY SCOUTS ANNUAL FUNDING REQUEST

Louise Rathfon, Scout Leader Troop 95 and Ben Ables, Cub Scout Leader, Pack 95, updated the Council on various Scout activities for the past year. The Scouts are celebrating their 100th Anniversary. This is 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 the Possum Point Players. Each year, a total of \$5,000 is distributed equally between the Boy and Girl Scout Units in Georgetown. Earned interest for FY10 is \$372.86 and there is a balance of \$29,602.16 in the account.

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

6. REQUEST FOR FINANCIAL SUPPORT - DUNBARTON OAKS APARTMENT RENOVATION

Donald Kilpatrick, Vice-President Severn Companies presented Council with information that was requested from the February 24th Council meeting (lighting,

security measures, and building numbering). Councilman Pettyjohn commented that Mr Kilpatrick had addressed Council's concerns brought up at the last Council meeting. Councilman Koskey felt the financial support was an insignificant investment for the impact of the improvements on the citizens that live in that community, I don't feel the request is out of line. Councilman Ricker agreed with the importance of the project but still has difficulty giving a \$2,900 tax break. Councilman Ricker also requested removing the last sentence in the first paragraph from the letter of support.

Motion by Councilman Barlow, seconded by Councilman Koskey to grant the proposed financial support in the form of a tax credit and requiring the Severn Company to install security cameras capable of being accessed by the Police Department.

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

Motion by Councilman Pettyjohn, seconded by Councilman Koskey to send the letter of support with the requested change by Councilman Ricker. **APPROVED (unanimous)**.

7. **1ST PRESENTATION OF FY11 BUDGET PROPOSAL**

Town Manager presented Council with an abbreviated overview of the FY11 budget.

REVENUES	FY 2011 BUDGET
General Fund Revenues	\$ 2,500,960.00
Water Revenues	\$ 1,247,000.00
Wastewater Revenues	<u>\$ 1,635,000.00</u>
TOTAL REVENUES	\$ 5,382,960.00
EXPENDITURES	
General Fund Expenses	\$ 3,332,714.00
Water Fund Expenses	\$ 886,128.00
Wastewater Fund Expenses	<u>\$ 1,582,546.00</u>
TOTAL EXPENDITURES	<u>\$ 5,801,388.00</u>
REVENUES OVER (UNDER) EXPENDITURES	<u><u>\$ (418,428.00)</u></u>

Budget Workshop scheduled for March 16, 2010 at 4:30pm. No action is necessary at this time.

8. **RESOLUTION #2010-4 ISSUANCE OF GENERAL OBLIGATION BONDS**

In order to proceed with closing (March 11th) of the South Bedford Street Pump Station, the Town Council needs to adopt this resolution.

Motion by Councilman Koskey, seconded by Councilman Barlow, to adopt Resolution 2010-4 Issuance of General Obligation Bonds. **APPROVED (unanimous)**.

“Resolution 2010-4 Issuance of General Obligation Bonds is incorporated as part of the record.”

9. 1ST READING OF ORDINANCES

A. ORDINANCE 2010-3 SNOW EMERGENCY REGULATIONS

Administration and Public Works recognizes the need to address on street parking with snow removal. Councilman Ricker stated that §190-16 Signs, last word in the sentence should be changed from “City” to “Town”. Councilman Pettyjohn asked if the wordage on §190-16 Signs is the wordage being currently used now. No action necessary at this time. 2nd Reading and adoption if agreeable March 24, 2010.

10. 2ND READING & ADOPTION OF ORDINANCES

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

With the adoption of Ordinance 2010-2 AR1 Agricultural District, Attachment A needed to be modified.

Motion by Councilman Ricker, seconded by Councilman Pettyjohn, to adopt Ordinance #2010-2 Height, Area & Bulk Requirements, Attachment A. **APPROVED (unanimous).**

“Ordinance 2010-2 Height, Area & Bulk Requirements, Attachment A is incorporated as part of the record.”

11. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

LED Pilot Project

The Town has received the executed MOU from Delmarva Power in reference to the LED Street Lighting Pilot. They are currently conducting some testing on the high pressure sodium (HPS) lights between Laurel Street and Depot Street (should have been completed last evening – March 9). It is anticipated within the next two weeks installation of the ten (10) LED lights will be installed. Field testing will take place after 100 hours; then 1,000 hours, then after an additional 1,000 – this should take us into mid-to-late summer. Signage (see handouts) will be placed on the light poles indicating the project. Any feedback the Town or residents have will be greatly appreciated by Delmarva Power.

Budget versus Actual (Feb 10) – Ten Months (83% of the Year)

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>%</u>
General Fund	\$2,732,545	\$2,799,161	(\$66,616)	102%
Water Fund	\$1,249,450	\$907,679	\$341,771	73%
Sewer Fund	\$1,571,200	\$1,211,404	\$359,796	77%
Total	\$5,553,195	\$4,918,244	\$634,951	89%

Expenditures

General Fund	\$3,376,331	\$2,851,781	\$524,550	84%
Water Fund	\$798,268	\$676,179	\$122,089	85%
Sewer Fund	\$1,378,596	\$1,316,100	\$62,496	95%
Total	\$5,553,195	\$4,844,060	\$709,135	87%

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 22.86%
 - YTD FY 2008 \$439,274
 - YTD FY 2009 \$ 93,176

- YTD FY 2010 \$114,474
- Building Permit Revenue, **Down 31.13%**

Reimbursement Request - FEMA

The Town submitted \$63,811.90 to the State for consideration of reimbursement for costs relating the February 2010 snowstorms. Breakdown is as follows:

- Salaries \$16,804.46
- Equip & Supplies \$23,047.90
- Repair/Cont Svcs \$23,959.54

Should our request be approved, 75% would be reimbursed, totaling \$47,858.93.

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)

4 and 8 North King Street

The Town has listed both 4 and 8 North King Street with Cooper Realty. Listing prices are \$110,000 for 4 North King Street and \$100,000 for 8 North King Street.

Miscellaneous

- **REMINDER:** Our FY 2011 Budget Workshop is scheduled for Tuesday, March 16, 2010 starting at 4:30 pm.
- East Market Street Improvements – Finalized with the Bus Stop removed
- USDA Grant for Layton Avenue Change of Scope has been closed - \$274.80 was de-obligated. The final purchases were the banners for all seasons.

B. TOM KLEIN – DIRECTOR OF PLANNING & ZONING

Building Permit Report: Council was presented with permit totals from May 1st thru February 28, 2010.

Code Official Report: From February 22 to date - Total complaints & by Wards

BOA: Re-instate variances previously granted over 1 year ago (Laurel St Suites)

Planning Commission: Ordinances, Demolition, Laurel Street Suites. Planning Commission is requesting a workshop with Council to discuss proposed ordinances.

Approved Projects: Del-Tech Green House: submitted Category I site plan in January. Final Plan approved this week.

Office of State Planning: Governor has taken control, changing their mind-set, requirements, basically going back to the way they used to be, major change is requiring one person from each state agency to be at this meeting, for example DelDot will make decisions with the PLUS review, The State Planning office intends to inform SCAT of the changes.

Comprehensive Plan: Governor is expected to sign our 2009 Comprehensive Plan Update this week.

C. BILL BRADLEY – DIRECTOR OF PUBLIC WORKS

The Mayor and Council commended the Public Works Departments for their part in the recent winter storm.

In 1996 the SCI Treatment Plant was put into operation, a new well was drilled and the treatment facility was built. In 2001 we started getting iron and were unable to treat the water to get the quality the Town needed to produce. The system was shutdown and in 2003 a new well was installed with re-bedding the filter system. I am not sure of cost back then. In 2006 we had another well go down due to high iron. We drilled a test well on the other side of the plant and found treatable water still with iron but the

filters were able to treat the water to remove the iron. We Drilled a 10" x 100' production well and electrical upgrades at a cost of \$118,462.00. In 2007 we added a generator and electrical system up-grade in case of power failure from storms or emergencies. In 2008 we started getting dirty water complaints from the prison. After inspecting the situation we found that we have to backwash the filters every other day. In 2010 another well went down, after inspecting the well we found the well was full of iron. The pump, motor, screen and piping were completely plugged with iron and would have to be replaced. A.C. Schultes has proposed a cost of \$15,946.00 to redevelop and replace this well. At this time I feel that this plant is not cost efficient to keep operating due to the high iron. I have talked to Gene and our Engineers and A.C. Schultes to find another location to drill a test well to find good quality water. I feel that we own the area around the Boys and Girls Club on South Railroad Ave. We need to drill a test well and inspect the area for quality water. At this time I have a proposal to drill the test well at a cost of \$12,475.00. I have contacted DNREC and they are inspecting the area to see if there are any known problems with any wells in that area at this time or in the past. The SCI Plant is still operational at a rate of 450gpm we still have to backwash every other day to treat the water. I would like to keep operating this plant until the current well stops, and then move the equipment to another location, if the test well shows good quality water. Keep the building and grounds for a future tower or water storage facility with booster pumps when needed. There is money available in the Transfer Tax Account. A formal proposal from AC Shultes will be presented to Council at the next meeting with formal action by the Mayor & Council.

12. PUBLIC COMMENT

No Public Comment.

12A. 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.

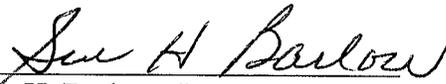
Motion by Councilman Pettyjohn, seconded by Councilman Barlow, to adjourn to Executive Session at 8:01 p.m. **APPROVED (unanimous)**.

Executive Session exited at 9:12p.m.

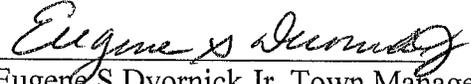
13. ADJOURNMENT

Motion by Councilman Ricker, seconded by Councilman Barlow, to adjourn at 9:15p.m. **APPROVED (unanimous)**.

APPROVED:


Sue H. Barlow, Secretary

ATTEST:


Eugene S Dvornick Jr, Town Manager