

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, February 23, 2011
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 7:00 P.M. Regular Meeting

PRESENT:

Brian Pettyjohn, Mayor
Charlie Koskey, Ward One
Sue H Barlow, Ward Two
Bob Ricker, Ward Three
Annie Besche-Martin, Ward Four

STAFF PRESENT:

Eugene S Dvornick Jr, Town Manager
Angela Townsend, Town Clerk
Billy Bradley, Dir of Public Works
Bill Topping, Chief of Police

7:00 P.M. REGULAR MEETING

1. PLEDGE OF ALLEGIANCE

Mayor Pettyjohn led the Pledge of Allegiance.

2. INVOCATION

Mayor Pettyjohn asked for a moment of silence.

3. ADOPTION OF AGENDA

ITEM #9A EXECUTIVE SESSION was added, for the discussion of a personnel issue in addition to the discussion of a legal issue.

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

4. APPROVAL OF FEBRUARY 9, 2011 TOWN COUNCIL MINUTES

Motion by Councilman Ricker, seconded by Councilman Barlow, to approve the February 9, 2011 minutes as presented. **APPROVED (unanimous).**

5. DELMARVA CHRISTIAN HIGH SCHOOL PRESENTATION

Scott Kemerling, Principal, Delmarva Christian High School, presented the Town of Georgetown with a Proclamation from Herbrechtingen, a town in the district of Baden-Wurttemberg in Germany. The Delmarva Christian High School sent twelve students to Herbrechtingen as part of the Student Exchange Program. Mr Kemerling and the students presented the Town of Herbrechtingen with a proclamation proclaiming January 2011, Town of Herbrechtingen Day. Bernd Sipple, Bürgermeister, (Mayor of Herbrechtingen), sent a proclamation back to the Town of Georgetown, proclaiming February 2011, Town of Georgetown Day.

5A. GEORGETOWN POLICE DEPARTMENT – OUTSTANDING DUTY PERFORMANCE AWARDS

Chief of Police, William Topping presented SGT John T Tyndall and Patrolman First Class Mark Rogers with outstanding duty performance awards.

6. ANNUAL PRESENTATION OF FUNDING

A. GEORGETOWN AMBULANCE SERVICE – STATION 93

Elaine Reynolds from the American Legion Ambulance Service-Station 93 was in attendance for the presentation of the check in the amount of \$5,000.00.

B. GEORGETOWN VOLUNTEER FIRE DEPARTMENT – STATION 77
 Jake Ricker from the Georgetown Volunteer Fire Department was in attendance for the presentation of the check in the amount of \$5,000.00.

7. 1st READING OF ORDINANCES

A. ORDINANCE #2011-6 BOARD AND COMMISSION ABSENTEEISM

Clearly defines the grounds (inefficiency, neglect of duty, malfeasance, and absenteeism) and procedures for removal from Board of Adjustment and Planning Commission. No action at this time. 2nd reading and adoption if agreeable will be March 9th Town Council meeting.

8. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

Demolition Request – 22308 (104) South DuPont Boulevard

The Town Code Enforcement Officer has been working with Sussex County in regards to the vacant structure located on the property (see handout). There have been attempts to secure the property; however, it continues to get broken into and vandalized. The request has been made to authorize demolition.

Councilman Ricker: Suggested that the Town contact Sussex County and if possible obtain permission to use the structure as a training exercise in a controlled burning situation.

Motion by Councilman Koskey, seconded by Councilman Besche-Martin, to grant the request once a demolition application has been filed. **APPROVED (unanimous).**

Budget versus Actual (Jan 11) – Nine Months (75% of the Year)

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>%</u>	<u>Note</u>
General Fund	\$2,550,960	\$2,838,899	(\$287,939)	111%	1
Water Fund	\$1,247,000	\$994,936	\$252,064	80%	
Sewer Fund	\$1,635,000	\$1,977,455	(\$342,455)	121%	2
Total	\$5,432,960	\$5,811,290	(\$378,330)	107%	
<u>Expenditures</u>					
General Fund	\$3,233,843	\$2,514,094	\$719,749	78%	
Water Fund	\$784,587	\$595,801	\$188,786	76%	
Sewer Fund	\$1,414,530	\$1,497,958	(\$83,428)	106%	3
Total	\$5,432,960	\$4,607,853	\$825,107	85%	

1. General Fund Revenue – Real Estate Transfer Tax Revenue; Municipal Street Aid; Eddie Byrne Grant.
2. Sewer Revenue – Loan Proceeds (SRF Loan, SBE Loan & Impact Fees).
3. Sewer Expenditures – South Bedford Street Pump Station Upgrade.

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 1.23%**
 - YTD FY 2008 \$417,683
 - YTD FY 2009 \$ 88,301
 - YTD FY 2010 \$113,139
 - YTD FY 2011 \$114,528

Building Permit Revenue, **Down 0.98%**

Environmental Assessment – New Well Location

The Town has executed two DNREC Well Permit Applications for five (5) shallow and five (5) deep sampling wells. Work is anticipated to begin within the next month.

Well Repair – SCI Water Plant

A C Schultes has completed the work at the SCI well – Pumps are up and running at the appropriate capacity.

2011 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 22th at 5:00 pm. The Annual Municipal Election will be held on Saturday, May 14th (if needed). Sixty Four (64) Notices to Re-register have been sent out – registration deadline is Friday, April 22nd at 4:30 pm.

Miscellaneous

- Development Related:
 - Royal Farms – Preliminary Approval Granted
 - Carpenters Union – Final Site Plan submitted
 - La Red – Site excavation underway
- Business License Renewals (as of February 16):
 - Rental – 95%
 - General Business – 93%
 - Code Enforcement is following up on all non-renewed
- Upcoming Events:
 - Delaware League of Local Governments – Dover Sheraton, Thursday, February 24, 6:00pm
 - Sussex County Association of Towns – CHEER (Georgetown), Wednesday, March 2, 6:00pm
 - SCAT Legislative Breakfast, CHEER (Georgetown), Friday, March 4, 10:00am
- Employee Service Anniversaries:

<u>Name</u>	<u>Department</u>	<u>Service</u>
Brittingham, Shawn	Police	8
Laymon, Paula	Planning	1

B. BILL BRADLEY – SUPERINTENDENT OF WASTEWATER FACILITY

The SCI water plant is backup and running. AC Schultes replaced the 30 hp motor and electric cable for a cost of \$6,897.00. The plant still has the iron but is pumping around 340 gpm and filtering out the iron and producing good quality water at this time. We had to replace the meter on Well Pump 3 at DTCC it was registering around 100 gpm less than actual flow produced from the well.

We have had 5 water leaks since January 1, 2011. We are working on repairing potholes town wide we just received 4 tons of cold patch for winter time repairs. These are temporary and will need to be saw cut and replaced with hot-mix during the warmer months. We will also need to cut and repair a lot of streets like Race and Pine Street with hot mix to keep them intact until we can afford to have the total streets re-paved properly.

9. PUBLIC COMMENT

Ken Christenbury, Axiom Engineering, was asking for an opinion from the Council in regards to a decision from the Planning Commission. Jim Fuqua recommended that he contact the Town and be placed on the agenda.

Chief of Police, Bill Topping thanked the Town employees for all their help with food and feeding the Spicer family while the trial was taking place.

9A. EXECUTIVE SESSION

The Town Council will meet in Executive Session for the discussion of a personnel issue in which the names, competency and abilities of individual employees are discussed.

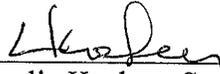
Motion by Councilman Ricker, seconded by Councilman Koskey, to adjourn to Executive Session at 7:28p.m. **APPROVED (unanimous).**

Executive Session exited at 8:04p.m.

10. ADJOURNMENT

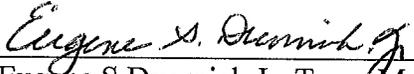
Motion by Councilman Ricker, seconded by Councilman Koskey, to adjourn at 8:05p.m. **APPROVED (unanimous).**

APPROVED:



Charlie Koskey, Secretary

ATTEST:



Eugene S Dvornick Jr, Town Manager