

**TOWN OF GEORGETOWN  
TOWN COUNCIL MEETING MINUTES**

**Meeting Date:** Wednesday, March 9, 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  
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 led the invocation.

**3. ADOPTION OF AGENDA**

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

**4. APPROVAL OF FEBRUARY 23, 2011 TOWN COUNCIL MINUTES**

**Let the record reflect the correction of Item #8B. Bill Bradley- Director of Public Works.**

Motion by Councilman Besche-Martin, seconded by Councilman Barlow, to approve the February 23, 2011 minutes as amended. **APPROVED (unanimous).**

**5. LARED COMPLETION GUARANTEE ESCROW AGREEMENT**

The proposed agreement guarantees the proper completion and construction of the improvements to Town standards. The \$360,000.00 escrow has been set up in a separate account for the purposes outlined in the Completion Guarantee Escrow Agreement.

Motion by Councilman Ricker, seconded by Councilman Besche-Martin, to approve the LaRed Completion Guarantee Escrow Agreement as presented. **APPROVED (unanimous).**

**6. 1ST PRESENTATION OF FY12 BUDGET PROPOSAL**

Town Manager presented Council with an abbreviated overview of the FY12 budget.

<b>REVENUES</b>	<b>FY 2012 BUDGET</b>
General Fund Revenues	\$ 2,576,475.00
Water Revenues	\$ 1,247,000.00
Wastewater Revenues	<u>\$ 1,635,000.00</u>
TOTAL REVENUES	\$ 5,458,475.00
<b>EXPENDITURES</b>	
General Fund Expenses	\$ 3,157,900.52
Water Fund Expenses	\$ 1,146,361.91

Wastewater Fund Expenses	\$	2,000,667.81
TOTAL EXPENDITURES	\$	6,304,930.25
REVENUES OVER		
(UNDER) EXPENDITURES	\$	(846,455.25)

Budget Workshop is scheduled for March 21, 2011 at 4:30pm. No action is necessary at this time.

**6A. 2<sup>ND</sup> READING & ADOPTION 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.

Motion by Councilman Koskey, seconded by Councilman Barlow, to adopt Ordinance #2011-6 Board & Commission Absenteeism. **APPROVED** (unanimous).

**“Ordinance 2011-6 is incorporated as part of the minutes.”**

**7. DEPARTMENTAL REPORTS**

**A. GENE DVORNICK – TOWN MANAGER**

**Recycling Update**

- Town Wide Start-Up – April 1, 2011: In working with Waste Industries (IDS) we will be starting curbside recycle 3 month earlier. Communication has been sent to all residents – feedback has been mixed (some positive, some negative).
- Grant Request – The Town of Georgetown, Universal Recycling Grant Application for \$75,664.70 was awarded. Our first education piece will be going out this month.

**Waste Industries Service Agreement**

A part of the Universal Recycling start up, we need to modify our existing service agreement with Waste Industries (IDS) to include the service cost for recycling:

<u>Container</u>	<u>Frequency</u>	<u>Description</u>	<u>Old Service</u>	<u>New Service</u>	<u>Change</u>
Carts	1 x Week	Residential	\$16.38	\$16.38	\$0.00
8 cubic yd	1 x Week	Front End	\$184.00	\$184.00	\$0.00
<b>Carts</b>	<b>Every Other Week</b>	<b>Recycle</b>	<b>\$0.00</b>	<b>\$4.25</b>	<b>\$4.25</b>

The modification outlines the following:

- Monthly fee for Recycle is \$4.25 per unit per month (\$12.75 per qtr/\$51.00 per yr)
- Fee is fixed at \$4.25 per unit per month through June 30, 2013
- Total monthly cost of the modification is \$7,344 (1728 customers x \$4.25)
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Moved by Councilman Ricker, seconded by Councilman Barlow, authorizing the Town Manager to execute the Service Agreement Modification with Waste Industries. **APPROVED** (unanimous).

**FY 2012 Budget Workshop**

The Finance staff and I have been working on the FY 2012 Budget – initial presentation was made this evening. We’d like to schedule a workshop with the Mayor and Council for Monday, March 21 to review the details and options to address the deficit.

**Harrison Senior Living – Temporary Sign Request**

Harrison Senior Living has requested permission to install a temporary sign promoting their expansion (see handout). This shall be temporary – permitted until June 1, 2011.

Motion by Councilman Koskey, seconded by Councilman Besche-Martin, to grant approval for the temporary sign. **APPROVED (unanimous).**

**Department Head Reports**

As the Town has continued to consolidate and streamline operations, I’d like to suggest we have Department Heads report at the first Council Meeting of every month versus every Council Meeting. This would include Police, Public Works and Wastewater. Planning updates will continue as part of the Town Manager’s Report, which will be given at every Town Council Meeting.

Mayor and Council were comfortable and agreed to the proposed change.

**2010 Census**

The U S Census Bureau has started releasing data from the 2010 Census. For the Town of Georgetown, our population has increased 38% since the 2000 Census (from a population of 4,643 to 6, 422; an increase of 1,779).

A breakdown of the race demographics is as follows:

Total Population	Race									
	One Race								Two or More Races	Hispanic or Latino
	Total	White	Black/ African American	American Indian and Alaska Native	Asian	Native Hawaiian and Other Pacific Islander	Some Other Race			
6,422	6,185	2,991	933	277	70	9	1,905	237	3,067	
	96%	48%	15%	4%	1%	0%	31%	4%	48%	

**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 22<sup>th</sup> at 5:00 pm. The Annual Municipal Election will be held on Saturday, May 14<sup>th</sup> (if needed). New voter and renewal (if needed) registration deadline is Friday, April 22<sup>nd</sup> at 4:30 pm.

**Emergency Services Fund**

The current balance in the Emergency Service Fund totals \$44,400.01 (\$27,881.84 for FY 2009 and \$16,518.17 for FY 2010).

It is recommended that the following distributions be made:

- Georgetown Fire Company      \$11,100
- American Legion Ambulance      \$11,100
- Georgetown Police Department      \$11,100      To be used to offset operating expenses incurred by the General Fund

The remaining \$11,100 is to be held in the contingency Fund

Motion by Councilman Barlow, seconded by Councilman Koskey to request Town Council to authorize the disbursement of funds as presented.

**APPROVED (unanimous). Councilman Ricker - Recused**

**Miscellaneous**

- 2011 Water leaks:
  - Number 5: 408 South Bedford Street – Tapping Saddle
  - Number 6: 313 North Race Street – Service Line
- Upcoming Events:
  - Delaware League of Local Governments – Congressional Visit, Wednesday, March 16, Washington, DC
  - FY 2012 Budget Workshop – Monday, March 21, 4:30 PM

**B. BILL TOPPING – CHIEF OF POLICE**

Chief Topping presented Council with an overview of statistics Town wide and by Ward. Sunday, March 6<sup>th</sup> a robbery occurred at 406 Robinson Street, with victim in the house. Officers responded and made contact the victim, and received a description of the defendant. Officers checked the area and found the suspect and recovered all the property. The suspect is currently residing at SCI. The robbery was covered by Officers Story & Kerin.

The Police Department has been contacted by Senator Coon's Office in reference to the COPS Grant; it appears that Delaware City would like to have that grant if the Town of Georgetown is not going to utilize those funds. We (the Police Department) need to contact the Senator's office as soon as possible in order to release those funds. Mayor Pettyjohn: That decision will not be made until discussion on the 21<sup>st</sup> Budget Workshop and formal action on the 23rd Council meeting budget presentation.

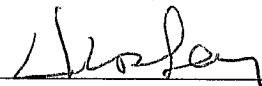
**8. PUBLIC COMMENT**

A Thank You was received from Senator Coon's Office to the Town Manager for taking the time to show his staff various sites for a future office for Senator Coons.

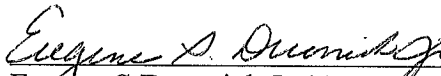
**9. ADJOURNMENT**

Motion by Councilman Ricker, seconded by Councilman Barlow, to adjourn at 7:37p.m. **APPROVED (unanimous).**

APPROVED:

  
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Charlie Koskey, Secretary

ATTEST:

  
\_\_\_\_\_  
Eugene S Dvornick Jr, Town Manager