

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, October 26, 2011
Location: Old Courthouse, South Bedford Street, Georgetown, DE
Time: 6:45 P.M. Public Hearing
7:00 P.M. Regular Meeting

PRESENT:
Brian Pettyjohn, Mayor
Steve M Hartstein, Ward One
Sue H Barlow, Ward Two
Annie Besche-Martin, Ward Four

STAFF PRESENT:
Eugene S Dvornick Jr, Town Manager
Angela Townsend, Town Clerk

ABSENT:
Bob Ricker, Ward Three

6:45 P.M. PUBLIC HEARING

The Mayor and Council of the Town of Georgetown will be holding a Public Hearing on Wednesday, October 26, 2011 to consider the following amendments to the Georgetown Zoning Ordinance of 1990, as amended.

Ordinance 2011-20 Expiration of Approved Site Plans

This ordinance clarifies that preliminary site plans shall expire in two years if final approval is not achieved. Final Site plans shall expire in two years if a building permit is not granted within two years. For already approved site plans, the approval date for purposes of expiration shall begin on the effective date of this ordinance.

Ordinance 2011-21 Subdivision of Land Chapter Changes (deleted 10/26/2011 as information determined necessary for exclusion)

Ordinance 2011-22 Highway Commercial Signage

This ordinance allows electronic message display signs within the Highway Commercial District in accordance to specific criteria.

No one came forward.
Public Hearing Closed at 6:47pm

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

ITEM #5A 111 & 115 EAST PINE STREET was deleted.

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

4. APPROVAL OF OCTOBER 12, 2011 TOWN COUNCIL MINUTES

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

5. PRESENTATION BY THE CHARTER REVIEW COMMITTEE

Mike Wyatt, Chairman, of the Charter Review Committee, presented the Town Council with an overview of statistics associated with the Review Committee and also with the proposed recommendations to the Charter. The Charter Committee had 17 meetings, 5 Committee members, 2 staff (Gene and Angie); average meeting lasted 1½ hours, approx. 25½ hours per person were spent, at a total of approx. 178.5 man hours. Mike also thanked Gene Dvornick and Angie Townsend for all their help and assistance.

The Mayor recommended that we (the Council) should move forward with the recommendations by having a workshop with Council and the Review Committee.

Mayor Pettyjohn presented the Charter Review Committee members with Resolution #2011-9 Appreciation for the Dedicated Efforts of the 2011 Charter Review Committee. **“Resolution 2011-9 is incorporated as part of the minutes.”**

5A. 111 & 115 EAST PINE ST

Was deleted with adoption of the agenda.

6. RESOLUTION #2011-10 GEORGETOWN ECONOMIC DEVELOPMENT & INCENTIVE PROGRAM

A resolution giving potential businesses incentives to encourage their businesses to Town to serve the residents and to grow the town commercially, socially, and culturally was adopted October 2010. The provisions of the “The Georgetown Economic Development and Incentive Program” shall remain in full force for one (1) year after adoption by a majority of the members elected to the Town Council.” This Resolution presented before Council extends the program to October 2012.

Motion by Councilman Barlow, seconded by Councilman Besche-Martin, to adopt Resolution #2011-10 Georgetown Economic Development & Incentive Program.

APPROVED (unanimous).

“Resolution 2011-10 is incorporated as part of the minutes.”

7. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

2011 Trick or Treat

As Halloween falls on a Monday this year – Trick or Treat will be held from 6:00 PM to 8:00 PM.

Sand/Salt Spreader

The Town Public Works Department has obtained two (2) quotes for an Electric Poly Hopper Spreader (for sand and salt):

<u>Vendor</u>	<u>Amount</u>
Basher & Son	\$7,054.00
Meadows Hydraulics	\$7,319.00

After reviewing the bids, it is recommended that Basher & Son be selected.

Motion by Councilman Barlow, seconded by Councilman Hartstein, to authorize the purchase of an Electric Poly Hopper Spreader from Basher & Son at an amount not to exceed \$7,100.00. **APPROVED (unanimous).**

Budget versus Actual (September 11) – Five Months (42%)

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>%</u>
General Fund	\$2,752,227	\$2,109,607	\$642,620	77%
Water Fund	\$1,247,000	\$313,090	\$933,910	25%
Sewer Fund	\$2,000,668	\$885,601	\$1,115,067	44%
Total	\$5,999,895	\$3,308,298	\$2,691,597	55%
<u>Expenditures</u>				
General Fund	\$2,950,416	\$1,223,121	\$1,727,295	41%
Water Fund	\$1,130,700	\$675,488	\$455,212	60%
Sewer Fund	\$1,918,779	\$901,099	\$1,017,680	47%
Total	\$5,999,895	\$2,799,708	\$3,200,187	47%

Other Key items (versus the same time period last year):

- Real Estate Transfer Tax Revenue, **Up 57.71%**
 - YTD FY 2008 \$313,478
 - YTD FY 2009 \$55,303
 - YTD FY 2010 \$72,523
 - YTD FY 2011 \$17,818
 - YTD FY 2012 \$28,101
- Building Permit Revenue, **Up 136.83%**

Law Enforcement Supply Office

The Police Department has been utilizing the Law Enforcement Supply Office (LESO) website to investigate surplus military hardware for the department. This week we picked up an up-armored Humvee. We are also looking into obtaining a snow plow blade and a Gator. The initial cost is limited to pick up and transporting of the equipment to our site.

Prudence Carey

The Town received a complaint from Prudence Carey regarding the photo of the Town Hall (in pink) on the front page of the Coastal Point Newspaper. She has sent numerous e-mails outlining cancer cures exist and there is an organized movement among the government and pharmaceutical companies to suppress these cures.

Wastewater Operator I

The announcement for the Wastewater Operator I position closed on Friday, October 21. We received 29 applications and are currently reviewing them for completeness. Once verified, a review panel will pick the top candidates and begin the interview process.

Chesapeake Bay Watershed Implementation Plan

The Town has been working with the Office of State Planning and DNREC to address our component to the Watershed Implementation Plan for the Chesapeake Bay – this predominately affects the future growth of areas west of Route 113.

As part of our discussions, consideration for agreement by the Town is outlined as follows:

“As funding and opportunities become available the Town of Georgetown will consider:

- Offsetting new nutrient and sediment loads from future growth – goal is zero increase;
- Updating local codes and ordinances to allow for and encourage protection and improvement of local water resources through appropriate use of low

impact development techniques, adoption of tree canopy goals, forest/tree preservation; protection of stream corridors, etc;

- Implementation of urban best management practices within the town's boundaries to improve management and treatment of storm water, including but not limited to:

- | | | |
|--|--------------------------------|------------------------------------|
| ✓ Urban Nutrient Management (fertilizer use) | ✓ Impervious Surface Reduction | ✓ Low Impact Development Practices |
| ✓ Urban Tree Planting | ✓ Tree Canopy Goals | ✓ Green Streets |
| ✓ Forest/Tree Preservation | ✓ Street Sweeping | ✓ Rain Gardens |
| ✓ Rain Barrels | ✓ Storm drain Marking | ✓ Urban Restoration Opportunities |

- Consider the use of tools provided by DNREC to track, account for, and report nutrient reducing activities within the Town;
- Providing annual reports to the DNREC to aid in tracking and accounting for progress towards achieving water quality improvements outlined in the Phase I and Phase II Chesapeake Bay Watershed Implementation Plan; and
- Cooperate with the DNREC and other partners to provide education and outreach opportunities on water resources to local residents.”

Motion by Councilman Barlow, seconded by Councilman Besche-Martin, for consideration of agreement to the items indicated *as funding and opportunities become available*. **APPROVED (unanimous)**.

2012 Health Care

The Benefits Committee met on Tuesday, October 25 to review our 2011 performance and look towards 2012. We have been doing exceptionally well at managing our claims and minimizing our increases. We are contemplating the following for the 2012 plan year:

- Increasing the contract deductible from \$35,000 to \$37,500
- Increasing the co-pay on 90 day prescription (mail order/pharmacy) from \$3.00 to \$15.00
- Introducing a mandatory Wellness/Screening for all employees (~ \$8,000)
- Reviewing the Office visit co-pay (currently at \$15.00)

Final decisions will be made in November.

Miscellaneous

- Resurfacing on Margaret Street has been completed – received numerous positive comments
- Permission granted to work on Saturday, October 29, on the sidewalks along North King Street
- Permission has been given to Sussex County for the placement of a PODS on the Circle to hold food donations (Caroling on The Circle)
- Upcoming Events:
 - Sussex County Association of Towns
 - Seaford, Wednesday, November 2, 6:00 PM
 - SCAT Steering
 - Georgetown Airport, Friday, November 4, 9:30 AM
 - Veterans Day Holiday – Offices Closed

- Friday, November 11
 - Caroling on The Circle
 - Monday, December 5, 6:30 PM
- Employee Service Anniversaries:
 - Ralph Holm Police 12 Years

8. PUBLIC COMMENT

Correspondence was received from Kathryn A McKenzie, RN, from the Susan G Komen for the Cure Foundation, thanking the Town for the proclamation proclaiming October Breast Cancer Awareness Month, and for turning the Town pink. Kathryn looks forward to working with the Town again next year.

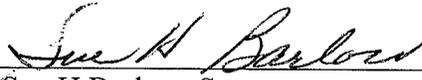
Mike Wyatt: Praised the Town for decorating in pink for Breast Cancer Awareness Month and also commended the Town on the East Market Street Project.

Sue Barlow, Councilman: Wanted to give credit to the Town Clerk, Angela Townsend for making the East Market Street project possible.

9. ADJOURNMENT

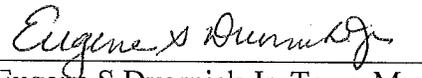
Motion by Councilman Barlow, seconded by Councilman Hartstein, to adjourn at 7:29p.m. **APPROVED (unanimous).**

APPROVED:



Sue H Barlow, Secretary

ATTEST:



Eugene S Dvornick Jr, Town Manager