

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, August 22, 2012
Location: Town Hall, 39 The Circle, Georgetown, DE
Time: 7:00 P.M. Regular Meeting

PRESENT:

Mike Wyatt, Mayor
Steve M Hartstein, Ward One
Sue H Barlow, Ward Two
Bill West, Ward Three
Linda Dennis, Ward Four

STAFF PRESENT:

Eugene S Dvornick Jr, Town Manager
Angela Townsend, Town Clerk
Stephani J Ballard, Town Solicitor
Bill Bradley, Director of Public Works

7:00 P.M. Regular Meeting

1. PLEDGE OF ALLEGIANCE

Mayor Wyatt led the Pledge of Allegiance.

2. INVOCATION

Mayor Wyatt led the invocation.

3. ADOPTION OF AGENDA

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to adopt the agenda as presented. **APPROVED (unanimous).**

4. APPROVAL OF THE JULY 25, 2012 TOWN COUNCIL MINUTES

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

5. RE-APPOINTMENT OF THE CHARTER REVIEW COMMITTEE

Recommend reconvening the Charter Review Committee to revise the Section 2.7, Vacancies, Forfeiture of Office; filling of Vacancies, correct the "communications" language (as was done by a House Amendment); and any other items as appropriate. Once completed we can have the revised bill prepared and ready for introduction to the Legislature in January 2013. The Charter Review Committee members: Tony Semeraro, Linda Dennis, Eric Bodenweiser, Rick Huff, and Mike Wyatt.

Motion by Councilperson Barlow, seconded by Councilperson West, to re-appoint the Charter Review Committee members. **APPROVED (unanimous).**

6. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

Spray Disposal Expansion

The Pre-Construction Meeting for the Spray Disposal Expansion Project was held on Wednesday, August 8, 2012. The executed Agreement and Notice to Proceed was issued on August 2, 2012. Construction mobilization was scheduled to begin Monday, August 20th. Per the contract, Substantial Completion is anticipated February 18, 2013, with Final Completion anticipated March 20, 2013.

Town Hall and Annex Renovations

The Town has received official notification from the USDA of the awarding of a \$50,000 Community Facilities Grant for the renovations to the Town Hall.

The Town's match requirement is approximately \$45,000. This will be met through initial engineering and planning, environmental assessments and work previously done to shore up our building.

We have received bids for the Environmental Assessment as follows:

- Harvard Environmental - \$3,948
- Batta Environmental - \$7,685

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to authorize the award for the Environmental Assessment to Harvard Environmental at an amount not to exceed \$4,000. **APPROVED (unanimous).**

We have received a proposal for the Mechanical, Electrical and Plumbing (MEP) design from Claggett Engineering in the amount of \$2,300.

Motion by Councilperson Hartstein, seconded by Councilperson Barlow, to authorize the award for the MEP assessment to Claggett Engineering at an amount not to exceed \$2,300. **APPROVED (unanimous).**

Delinquent Property Tax Accounts

Since the July 2, 2012 announcement of our Tax Amnesty Program we have had 85 properties make payment on their taxes:

Original Delinquency			
<u>Date</u>	<u>Principal</u>	<u>Penalty</u>	<u>Total</u>
06/30/12	\$ 176,221.19	\$ 70,881.46	\$ 247,102.65

Cumulative Collection		
<u>Date</u>	<u>Principal Paid</u>	<u>Penalty Waived</u>
07/11/12	\$ 4,566.43	\$ 429.36
07/25/12	\$ 24,436.63	\$ 3,990.02
08/20/12	\$ 59,890.44	\$ 11,959.37

Waste Industries (IDS)

Waste Industries has set Friday, September 7th as our change over date from Monday collection – communication to all Georgetown customers has been sent in the form of a post card from Waste Industries last week and the Town will be sending a notice the week of August 27th.

As a reminder, both Trash and Recycle will be picked up on Friday, September 7th.

Playground Committee

The Town has received two (2) additional requests for membership on the Playground Committee:

- Preston Ingram (requested July 31)
- Donna Koskey (requested August 20)

Additionally, a proposed set of tasks has been drafted for use by the committee.

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to approve the Mayor's appointment of the two additional committee members. **APPROVED (unanimous).**

Monthly Financial Report

The monthly Budget versus Actual Report (July 31, 2012) has been distributed and is posted on the Town website.

Miscellaneous

- Upcoming Events:
 - Sussex County Association of Towns, Dinner Meeting, Wednesday, September 5, 6:00 PM – Ocean View
 - SCAT Steering, Friday, September 7, 9:00 AM – Lighthouse Landing
 - Town Sponsored Yard Sale, Saturday, September 8 from 7:00 AM to 3:00 PM
- Service Anniversaries

<u>Employee</u>	<u>Department</u>	<u>Years</u>
Chief Topping	Police Department	14
Rick Hudson	Public Works	14
Jamie Craddock	Planning Department	7

B. BILL BRADLEY – DIRECTOR OF PUBLIC WORKS

We have several water projects started at this time.

1. Replacement of Water Service Lines

The project was started on August 13, 2012. Teal Construction was awarded the project. The project was delayed due to getting materials approved and delivered to the job sight. At this time they are running a 5 to 6 man crew and have replaced 9 service lines to the properties. The project is a 270 day contract with liquidation damages of \$1,500.00 per day if not completed on time.

2. SCI Well

The SCI well has been replaced to ensure we have the volume of water to serve the town while these projects are being completed.

3. Railroad Avenue Well.

New water plant being designed to replace the SCI water plant that we are planning to shut down due to the cost of treating the water from high amounts of Iron. Two test wells have been drilled and show great water quality in that entire area. At this time DBF, Eric Retzlaff, has advised me that the permitting will be submitted by the end of the month, advertising by the end of September, and bids awarded sometime in November. That should have construction started by the first of the year (2013).

4. King Street Water Plant.

We have the redevelopment of the King Street Water Plant to stay in compliance with the State of Delaware's regulations. It is still in the design stage at this time with DBF engineering that project. And keep in mind that we have to have the Railroad Avenue Well plant up and running before we can take King Street Water Plant off line to ensure water to the town.

- We have had 17 water leaks so far this year compared to 33 water leaks at this time last year.

- Our average daily flows for the month of July were approximately 740,000 gpd from all wells combined.
- We have started a new program for street cleaning. We are trying to schedule prison labor 2 days per week and posting houses and no parking signs on the day of cleaning. They are edging the grass areas, trimming trees, cleaning catch basins and sign repairs with the street sweeper after. Then we will start painting curbs. We started last Friday on East Pine Street down to King Street and it looks great. The only problem is we can't rely on the prison help for a regular schedule.

7. **PUBLIC COMMENT**

Mayor Wyatt: Two individuals have contacted me in complaint to cars parking on West North Street near Harrison House. The Harrison House does not have enough sufficient parking for their employees. Bill Bradley had posted "No Parking" on the South side of the street. Mayor Wyatt had spoken to the Director of the Harrison House and was told that the Harrison House was in the process of purchasing land for additional parking. Councilperson West voiced concerns with emergency vehicles being able to get thru in the event of an emergency.

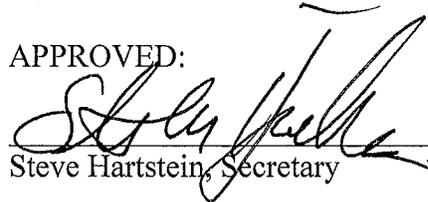
Councilperson West voiced concern over the recent sewer project. During the work a neighbor of his mother-in-law is 103 years old and had to smell the odor all day long that was generated when her toilet "exploded". Erik Retlaff, Town Engineer explained the situation with the back pressure that occurred due to flushing the lines and in some cases the way the sewer laterals were designed.

Councilperson Dennis: Asked the Town Manager to prepare something to show us (the Council) if the Tax Amnesty Program was successful in terms of getting delinquent taxes from the persons who owed the longest tax delinquencies. I would appreciate that information and perhaps make some other recommendations about different strategies we might want to think about. Councilperson West asked about the thought of a bill collector/collection agency.

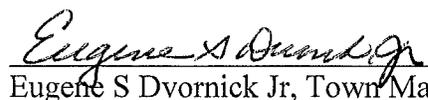
8. **ADJOURNMENT**

Motion by Councilperson Barlow, seconded by Councilperson Dennis, to adjourn at 7:22p.m. **APPROVED** (unanimous).

APPROVED:


Steve Hartstein, Secretary

ATTEST:


Eugene S Dvornick Jr, Town Manager