

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, February 27, 2013
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

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 written. **APPROVED (unanimous).**

4. APPROVAL OF FEBRUARY 13, 2013 TOWN COUNCIL MINUTES

Stephani Ballard, Town Solicitor, made a correction to Page 3, changing the word "would" to "could" be a quorum.

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

5. 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, in addition to a check in the amount of \$12,856.13 from the GREAT Fund.

B. GEORGETOWN VOLUNTEER FIRE DEPARTMENT – STATION 77

Joey Pepper from the Georgetown Volunteer Fire Department was in attendance for the presentation of the check in the amount of \$5,000.00, in addition to a check in the amount of \$12,856.13 from the GREAT Fund.

6. ALLEY ABANDONMENT – 12' ALLEY

Affected property owners were notified and a Public Hearing was held on February 13, 2013. Two letters of no objection were received. The applicant Manhunt Properties, LLC will be responsible for all the surveys and meters and bounds (legal descriptions). The Town is responsible for the preparing the deeds and recordation of the deeds.

Motion by Councilperson Dennis, seconded by Councilperson Barlow, to approve the abandonment of the 12' Alley. **APPROVED (unanimous).**

7. **TOWN HALL & ANNEX PROJECT PRESENTATION**

Erik Retzlaff and Dan Ridgely, DBF Engineers, presented Council with an overview of the proposed Town Hall & Annex Project. The project will consist of Phase I & II. Phase I is for the Annex Building: consisting of abatement of asbestos materials, demolition, structural renovations, interior & exterior architectural renovations, mechanical, electrical, and plumbing renovations. Phase II is for the existing building, consisting of abatement of asbestos materials, full interior renovation, plumbing, and electrical upgrades. Council concerns were consideration of an a-frame roof on the existing building, design of the entry way for the annex is to commercial looking, update the technology (data, projection system, lighting, etc.) in the existing building, what structural damage is currently present, and the current working environment the employees are subjected to is inadequate, being such a significant investment at a time when the economy is so uncertain, is this the most cost effective way to go or are there any other options to be looked at, and the goal of keeping Town Hall on the Circle.

Erik Retzlaff reviewed the preliminary cost estimates, in reference to the different phases, and requirements associated with the USDA regulations with funding.

8. **DEPARTMENTAL REPORTS**

A. GENE DVORNICK – TOWN MANAGER

FOP Contract Negotiations

First meeting has been scheduled for Friday, March 8, 2013 at 8:00 am. Representatives for both the FOP and the Town will be present.

Transitional Housing Task Force Report

The “Transitional Housing Task Force Report to the Mayor and Town Council” is currently being worked on. Earlier this week, extensive comments on the draft were received from the Delaware State Housing Authority and the Delaware Housing Coalition. We are in the process of reviewing all comments and making revisions as necessary.

DelDOT Improvements – Race Street/East Market Street

As requested at the February 13, Town Council Meeting additional information was provided by DelDOT with respect to the East Market Street/Race Street intersection.

During the period between January 2009 and February 10, 2013, 16 vehicle crashes were reported:

- 2 southbound/eastbound angle crashes
- 1 southbound left-turn/eastbound angle crash
- 2 northbound rear end crashes
- 2 southbound/westbound angle crashes
- 1 southbound sideswipe crash involving a parked vehicle
- 3 westbound sideswipe crashes involving a parked vehicle
- 3 westbound rear end crashes
- 2 unknown direction sideswipe crashes

Based on this information, we are averaging four crashes per year. Thus, the decision to install overhead signals was made. Additionally, two (2) photographs of decorative mast arms were provided.

Pettyjohn Woods Spray Disposal Expansion

Substantial Completion for this project was Monday, February 18 and was achieved on Friday, February 15. The date for Final Completion is March 20, 2013. A final walk-through inspection has been scheduled for Thursday, March

14th – this will include representatives of the contractor, Town, Town Engineer, DNREC and USDA. The spray system is operation and restoration work remains to be completed.

Contract Renegotiations

Beginning in March, the Town will be working to renegotiate contracts/service agreements with Baxter Farms (spray disposal) and Sussex Correctional Institute (treatment).

Miscellaneous

Upcoming Events:

- Sussex County Associations of Towns, Wednesday, March 13, 2013, 6:00 PM – Hosted by Dewey Beach
- Delaware League of Local Governments Congressional Visit, Wednesday, March 13, 2013 – Washington, DC
- SCAT Legislative Breakfast, Friday, March 22, 2012, 9:00 AM, CHEER Center (Georgetown)

9. 2ND READING & ADOPTION OF ORDINANCES

A. ORDINANCE #2013-1 BUSINESS LICENSE LLC

In order to comply with the “Clean Hands” section of our Code, the definition of applicant and person/persons needed to be clarified.

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to adopt Ordinance #2013-1 Business License LLC. **APPROVED (unanimous).**

“Ordinance #2013-1 is incorporated as part of the minutes.”

B. ORDINANCE #2013-2 DEMOLITION

The purpose of this ordinance is to define the steps that a property owner must complete in order to be granted approval to demolish any structure within the Town of Georgetown. Many structures exist that contribute to the historical past and heritage of Georgetown. All sizes and styles of historic buildings are important to the overall historic fabric of our community. The removal of any structure whether historic or not should be taken into careful consideration prior to demolition.

Motion by Councilperson Hartstein, seconded by Councilperson Barlow, to adopt Ordinance #2013-2 Demolition. **APPROVED (unanimous).**

“Ordinance #2013-2 is incorporated as part of the minutes.”

1ST READING OF ORDINANCES

E. ORDINANCE #2013-3 YARD SALES

After much discussion at the last meeting, the following changes have been made: removed the number of yard sales permitted per year, removed the fee and the permit process, and incorporated language that yard sales are only permitted on a lot upon which is situated a house, apartment, or other structure used for residential purposes, and yard sales are prohibited upon vacant lots or upon lots used for any use other than residential purposes. 2nd Reading and adoption if agreeable will be March 13th Town Council meeting.

10. BOARD OF ADJUSTMENT APPOINTMENT

Due to Allen Atkins moving outside of Town limits, a seat is now vacant. As of February 20th, Chet Johnson is the only applicant. The vacancy had been advertised in the Sussex Countain, the Town's website, and posted in Town Hall. Mayor Wyatt recommended the appointment of Chet Johnson to the Board of Adjustment.

Motion by Councilperson Dennis, seconded by Councilperson Barlow, to approve the Mayor's appointment of Chet Johnson to the Board of Adjustment. **APPROVED (unanimous).**

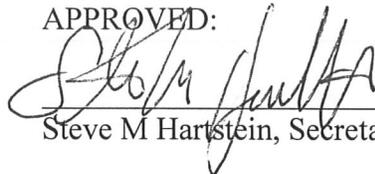
11. PUBLIC COMMENT

Holland Vanvalkenburgh, 101 S Front St, inquired to the status of the Comcast franchise, the natural gas pipeline, and 123 W Market St. Mr Vanvalkenburgh asked about making proposed ordinances available to the public.

12. ADJOURNMENT

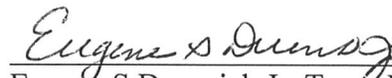
Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to adjourn at 7:52p.m. **APPROVED (unanimous).**

APPROVED:



Steve M Hartstein, Secretary

ATTEST:



Eugene S Dvornick Jr, Town Manager