

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Wednesday, January 9, 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
Eric Rust, Sup Wastewater Reclamation Facility

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

4. APPROVAL OF DECEMBER 12, 2012 TOWN COUNCIL MINUTES

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

5. VILLAGE OF CINDERBERRY – DEDICATION OF A TEMPORARY PUMP STATION

A temporary pump station was installed on the basis pending the development of the Oaks which is located south of the Village of Cinderberry. The land for the future pump station has been dedicated and as part of the work with County Bank to get everything up to an acceptable level with the Village of Cinderberry, the pump station was one of the remaining issues. The Town Engineer has inspected the pump station both visually and with discussions with Town staff, and has submitted a letter recommending the dedication. There is some additional work to take place by Siegfried Machinery, who was the original installer of that pump station. Other than paying the electric bill, the system is currently on a routine check on a weekly basis, and has been added to Emissions Control so it's on-line as to what is happening.

Councilperson Dennis confirmed that with the dedication of the pump station that the Town would assume responsibility of the electric bills associated with the pump station. Mayor Wyatt verified that if the Oaks were to develop they would bear the cost of the permanent pump station. What if the Oaks never developed, who pays for the permanent pump station and roughly how long before they are going to need it?

Town Manager confirmed that based on the Town Engineer's analysis there is plenty of flow for what was designed into that pump station, there are not any new additional units planned so there should be plenty of capacity.

Mayor Wyatt: So what I'm hearing is that if the Oaks do not develop the temporary pump station would become a permanent pumping station.

Town Manager: I would say yes, with the caveat that in some point in the future as with the South Bedford Street Pump Station, we would have to rehabilitate the pump station as to normal wear and tear.

Once the Mayor and Council make the decision, I will have the Finance staff get up with Mr Hickey to get the information with the account number from Delmarva Power and have it turned over at the end of this current billing cycle.

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to approve the dedication of the temporary pump station as recommended. **APPROVED** (unanimous). **Abstained: Dennis**

6. **THE UPPER CRUST – RE-SUBMITTAL FOR A PARKING VARIANCE**

Charles Mead-e, co-owner of The Upper Crust commented on the Town Council minutes from the previous Council meeting with setting precedence, other restaurants on East Market Street, large orders placed is a deficit on our business, and the turnover of traffic. Mr Mead-e also presented Council with a policy from the State of Virginia, providing an excellent explanation on how parking is metered with mixed land uses and the parking associated with it. On this particular block is the Court system to the South, which should be metered and businesses to the North which should not. People from the Court system will park in front of the business for four (4) hours or longer. One of our neighbors also parks his vehicle there for most of the day and is taking up valuable space, which he has every right to do. We are competing with fast food restaurants on the highway; we receive complaints from customers because of the parking. We prefer one parking spot with 15 minute parking and remainder of the block with 30 minute metered parking along northern side of East Market Street from the Circle to North Race Street.

Mayor Wyatt: I looked thru the packet, and all examples of the signage you submitted had no meters involved, it was not a good comparison, the Georgetown Family Restaurant and the deli, utilize the County parking lot, with their customers walking just as far. Personally speaking I have a hard time posting a 15 minute parking space there, riding by today and on numerous occasions there were plenty of spaces available. I honestly believe when you opened the business you should have known from the beginning that parking was going to be an issue. The Town broke one of our ordinances when we approved your temporary signage in the circle but we wanted people to know that we are business friendly.

Charles Mead-e: When it comes to 30 minute parking, I am just asking for the same consideration that the Town has made for other businesses in Town.

Councilperson West: I talked to several of your customers today that had no problem with parking on the Circle and walking around to get their food.

Charles Mead-e: The problem we have is that, we are not losing the business; but we are not getting the business because there is no parking in the front. The North side is business related where the other side is court related.

Councilperson Dennis: I don't think that the parking, north side, south side, was designed with that kind of distinction that you have in your mind. The parking is for

everybody, whether it's for the retail establishments or the court system, that's how it works.

Charles Mead-e: When the jewelry store came in it was reduced from 60 minutes down to 30 minute parking, because they needed the customer turn over. We need the same turn over in front of our building.

Councilperson Dennis: But the issue is the metered spaces, with the removal of meters, the Town would be faced with decreased revenues, which the Council would need to take into consideration. It's a larger issue here. It would set certain precedence. It does set a path that I'm not comfortable making a decision on at this time. I can say at this time there are currently discussions going on in regards to main street and enhancements which parking will probably be an issue. I would suggest at this time you bear with us until we have the opportunity to look at that issue on a grander plan for the downtown retail area.

Councilperson West: We have to look at what's right for the Town and what's right for the businesses. If we grant your request what other businesses are going to ask for a one in front of their business. It sets precedence.

Charles Mead-e: As a business we need turn over.

Councilperson West: What is your busiest time frame?

Charles Mead-e: Lunch time, from approximately 11:00am to 1:00pm

Motion by Councilperson Dennis to defer a decision at this time. **NO SECOND, MOTION FAILED.**

Town Manager was asked to give details on the status of the enhancement of Market Street from Layton Avenue to the Circle, with the proposed merchants association, trash containers, planters, and signage.

Town Solicitor: As a matter of procedure Council should vote on the issue tonight instead of delaying the issue due to an indefinite timeframe on what is being discussed versus hanging out there from agenda to agenda, which is what happens if you table it.

Motion by Councilperson Barlow, seconded by Councilperson West to deny the parking request at this time. **APPROVED (unanimous).**

7. DEPARTMENTAL REPORTS

A. GENE DVORNICK – TOWN MANAGER

FY2014 Budget

The Town has begun work on our FY 2014 budget. A timeline has been provided to all Department Heads and it is anticipated we will have a first draft of the initial budget on/before March 13, 2013.

Community Development Block Grant (CDBG)

For 201, the Town is making application for an Infrastructure project for sidewalks, curb, gutter, and storm water drainage along Margaret Street. This is consistent with the applications made in over the last few years and would represent Phase II – extending from James Street to just short of Wilson Street. The estimated construction cost is \$147,800. Additionally, the Town has identified 9 homes for consideration for rehabilitation. The Town's match would be 30% which is \$44,340. This is a grant application only, no funds or commitments have been made.

Charter Revision

On December 28th, the Town received a draft of the Bill to reincorporation the Town of Georgetown. We are comparing it with the changes the Charter Review Committee made and anticipate it will be introduced early in this legislative session.

Town Hall Project

Town Hall staff will be meeting with the architects to review designs and initial cost estimates for the Town Hall and Annex Building. The goal is to be sure we have enough information to prepare for a referendum in the spring to begin this project. There will be a public presentation of the information in February 2013.

New Street Light Request

The Town has received a request to install a new street light along Cooper Alley to improve security. The handout provided shows existing street lamps along the alley as well as the suggested location of a new light on an existing pole (53047/04999).

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to approve the street light request. **APPROVED (unanimous).**

Worker's Compensation Rate Increase

The Delaware Compensation Rating Bureau (DCRB) who recommends and establishes Worker's Compensation insurance rates for the state had proposed a 38.27 percent rate increase effective December 1, 2012. The Town, along with SCAT, the Delaware League and numerous small businesses spoke in opposition to the significant increase and its negative financial impact. I am pleased to report the increase was scaled back to 14.6 percent – immediate impact on our cost is a \$5,861.25 increase in WC premium. We will not go over budget for FY 2013 as we were aggressive in our estimate – it may have an impact for FY 2014.

Village of Cinderberry

Public Works has been coordinating with the Village of Cinderberry with respect to replacement of street name and regulatory signs. It is anticipated installation will be completed this week. With the acceptance of the sewer pump station, we have now completed the items which were initially identified as needing resolution (road construction completion, street dedication, signage, telecommunications, and pump station).

Paint the Town Red

The Town has received a request to participate in the National Heart Association's "National Go Red for Women" campaign, helping to raise awareness about heart disease and stroke, in women, by displaying red on the Circle and buildings. This is similar to our turning the Circle pink for Breast Cancer Awareness. The dates requested are February 1st through 15th.

Motion by Councilperson Hartstein, seconded by Councilperson West, to "Paint the Town Red" **APPROVED (unanimous).**

Perdue

The Town has been contacted by Perdue with regards to the possibility of the Town providing water to the Georgetown Plant – we have begun some initial discussions and information sharing as to our capacity and their needs.

Miscellaneous

- Upcoming Events:
 - SCAT Steering, Friday, January 11, 9:00 AM – Lighthouse Landing
 - Delaware Blueprint Communities Symposium, Saturday, January 12, 2013, 9:30 AM – 2:30 PM, University of Delaware (Newark)
- Water Leaks
 - Number 1: Ennis Road – Replaced service saddle
 - For comparison purposes:
 - 2012 – total of 29 leaks
 - 2011 – total of 39 leaks
- Reminder: Town Offices will be closed on Monday, January 21, 2013 in observance of Martin Luther King Day

Mayor Wyatt asked about the Service Line Replacement Project.

Erik Retzlaff, Town Engineer: Original contract period was 9 months and established a completion date in April; the problem being the records (Town drawings) on file were incorrect. There were some other delays, but 2 active crews are working now. They are definitely speeding up. Excavations are being left for approximately one month for any settling. After the paving takes place if any settling occurs they will fix those. Even after the completion date we still have a one yr warranty and they are still responsible for any problems that arise.

B. ERIC RUST – SUPERINTENDENT OF WASTEWATER RECLAMATION FACILITY

January-November 2012 Total Flows 255.2959mg, Daily average - .7610 – Gallons Sprayed Town's Field 133.7966mg, Sprayed Baxter's Field 139.4121mg, meeting quota of 110,000, precipitation – 38.26 inches

Lagoon Depths 75mg, 13.25' and 15mg, 7.0'

Upcoming Reports

2012 Annual Spray Irrigation Report – due February 1, 2013

2012 Annual Quality Assurance (QA) Report – due January 31, 2013

SCI/Grinders will be available in approx. 5 to 7 weeks

Annual Hazardous Chemical Report – due March 1, 2013

Pettyjohn Woods Project

The forcemain is installed through Zone 17 and into Zone 18. The pipe crew is expected to finish the forcemain by the middle of next week. The irrigation sub-contractor is on-site, and installed the risers through Zone 17 and has begun prepping the 40' pipes for installation. The Bramble crew was off from Dec 21st through Jan 7th for their holiday break, and they will have to be out of the woods from Jan 19th through February 2nd for a hunting season shutdown. The project is on schedule with no major issues.

8. PUBLIC COMMENT

Mayor Wyatt, presented Mayor Shwed of Laurel at their Council meeting with the Return Hatchet Toss Trophy.

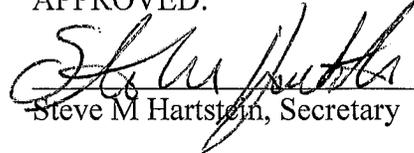
Councilperson Barlow was not present at the December 12, 12 Council meeting and wanted to thank the Town Clerk and the volunteers who decorated Town Hall for Christmas, and also thanked the Public Works Department for all their hard work.

Angela Townsend, Town Clerk, conveyed comments from Gordon & Sandra Mariner, South Front Street, on the professionalism of the Public Works employees during the service line project.

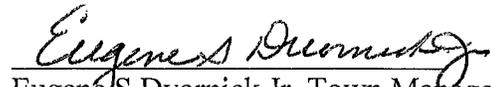
9. ADJOURNMENT

Motion by Councilperson Barlow, seconded by Councilperson Hartstein, to adjourn at 7:45p.m. **APPROVED** (unanimous).

APPROVED:


Steve M Hartstein, Secretary

ATTEST:


Eugene S Dvornick Jr, Town Manager