

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Monday, April 24, 2023
Location: 39 The Circle, Georgetown, DE 19947

Live Stream Can be Found at the Following Link:
Website: <https://www.georgetowndel.com/live-stream.htm>

Zoom.us/join
Zoom Meeting ID: 843 6630 3065

Time: 7:00 PM Regular Meeting

TOWN COUNCIL PRESENT:
Bill West, Mayor
Christina Diaz-Malone, Ward One
Sue Barlow, Ward Two
Angela Townsend, Ward Three
Penuel Barrett, Ward Four

STAFF PRESENT:
Eugene S. Dvornick Jr., Town Manager
Stephani J. Ballard, Town Solicitor
Ralph Holm, Chief of Police

7:00 PM - REGULAR MEETING

1. PLEDGE OF ALLEGIANCE

Town Manager Dvornick led the pledge of allegiance.

2. INVOCATION

Mayor West led the invocation.

3. ADOPTION OF AGENDA

Motion by Councilwoman Townsend, seconded by Councilwoman Barlow to adopt the agenda as presented. **Motion Carried (unanimous)**

4. APPROVAL OF MINUTES

A. APRIL 10, 2023 TOWN COUNCIL MINUTES

Motion by Councilwoman Townsend, seconded by Councilwoman Barlow to approve the April 10, 2023 Town Council Minutes as presented. **Motion Carried (unanimous)**

B. APRIL 21, 2023 TOWN COUNCIL SPECIAL MEETING MINUTES

Motion by Councilman Barrett, seconded by Councilwoman Barlow to approve the April 21, 2023 Town Council Special Meeting Minutes as presented.
Motion Carried (unanimous)

5. COUNCILMEMBERS COMMENTS

Councilwoman Townsend, Ward 3

- No Comment

Councilman Barrett, Ward 4

- Provided statistics on number of calls from the Georgetown Ambulance in the past ten years

Councilwoman Diaz-Malone, Ward 1

- Commented on funding for the Georgetown Ambulance
- Commented on the Little League Opening Day Parade

Councilwoman Barlow, Ward 2

- Stated she is not running for Ward 2 Councilperson this year, but she will always be around to help out in the Town.
- Stated that she and Councilwoman Townsend helped serve chicken platters at the Little League parade.

6. EMPLOYMENT AGREEMENT ADDENDUM – TOWN MANAGER

Town Manager Dvornick went over the changes that were made to the employment agreement addendum as requested at the last Council meeting.

- Questions/Comments posed from Council
 - Clarification on evaluation dates and comp time

Motion by Councilwoman Townsend, seconded by Councilwoman Barlow to approve the Employment Agreement Addendum for the Town Manager as presented.

Vote:

Councilwoman Diaz-Malone, Ward One:	Yea
Councilwoman Barlow, Ward Two:	Yea
Councilwoman Townsend, Ward Three:	Yea
Councilman Barrett, Ward Four:	Yea
Mayor West:	Yea

Motion Carried (unanimous)

7. PLANNING COMMISSION APPOINTMENT

There was one letter of interest received from Edwin Wise for the Planning Commission vacancy.

Motion by Councilman Barrett, seconded by Councilwoman Diaz-Malone to re-appoint Edwin Wise to the Planning Commission.

Vote:

Councilwoman Diaz-Malone, Ward One:	Yea
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Councilwoman Barlow, Ward Two: Yea
Councilwoman Townsend, Ward Three: Yea
Councilman Barrett, Ward Four: Yea
Mayor West: Yea
Motion Carried (unanimous)

8. 1ST READING OF ORDINANCES

A. ORDINANCE #2023-02 ARTICLE VI, UR1 URBAN RESIDENTIAL DISTRICT, 230-23 PERMITTED USES, ADDING A NEW PERMITTED USE, RESIDENTIAL SINGLE FAMILY LEASED COMMUNITY

Town Manager Dvornick read the Ordinance into the record.

- Questions/Comments posed from Council

This is the first reading. No action at this time.

B. ORDINANCE #2023-03 AMENDMENT TO THE TOWN OF GEORGETOWN'S COMPREHENSIVE PLAN FUTURE LAND USE MAP CHANGING 8.7 ACRES FROM COMMERCIAL TO MULTI-FAMILY RESIDENTIAL AND ZONING AMENDMENT FROM HIGHWAY COMMERCIAL (HC) TO MULTIFAMILY RESIDENTIAL DISTRICT (MR1) IDENTIFIED AS P/O SUSSEX COUNTY TAX PARCEL 135-19.00-6.00

Town Manager Dvornick read the Ordinance into the record.

This is the first reading. No action at this time

9. RESOLUTIONS

A. RESOLUTION #2023-01 ADOPTION OF FY2024 BUDGET

Motion by Councilwoman Diaz-Malone, seconded by Councilwoman Townsend to adopt Resolution #2023-01 Adoption of FY2024 Budget.

Vote:

Councilwoman Diaz-Malone, Ward One: Yea
Councilwoman Barlow, Ward Two: Yea
Councilwoman Townsend, Ward Three: Yea
Councilman Barrett, Ward Four: Yea
Mayor West: Yea

Motion Carried (unanimous)

10. DEPARTMENTAL REPORTS

A. TOWN MANAGER – GENE DVORNICK

Project Updates

- Bedford & Market Street Rehabilitation
 - ADA ramps & sidewalk repair continues
 - North Bedford Street Extended – milled and paved

- Sussex County Family Court Facility
 - Site grading and utility installation underway
- North Race Street (Pepper Street to Douglas Street)
 - Final Temporary Construction Easement signature obtained
 - Bid solicitation next step
- Kimmey Street/Pepper Street Extension
 - Design comments submitted to engineer on April 19
- Tree City USA
 - Recognized as a 2022 Tree City USA
 - 9th Year
- Wagamon Avenue Traffic Calming
 - First installation completed
 - Remaining two pending
- Circle Bollards
 - Order has been placed
 - Funded through Community Transportation Funds

Residential Rental Property Inspections

<u>Status</u>	<u>01/12/23</u>	<u>02/07/23</u>	<u>03/13/23</u>	<u>03/30/23</u>
Passed	116	156	168	173
Failed	11	20	19	19
Scheduled	23	0	2	0
Rescheduled	4	2	9	4
Non-Compliant	73	43	22	17
Total	227	221	220	213

ARPA Encumbrances

Project	Obligated	Vendor	Description	TC Approved
Biolac	\$171,875.00	Parkson Corporation	Biolac Repairs/Nozzles/Biofuser Replacement, Barge Purchase	September 8, 2021
SCI Elevated Storage	\$88,500.00	Davis, Bowen & Friedel Inc	Preliminary Engineering	September 22, 2021
PS Rehabilitation	\$51,000.00	Beacon Engineering	Preliminary Engineering	September 22, 2021
Pooled Lawyer	\$16,332.50	Barnes \$ Thornberg	Lawyer	October 13, 2021
Flygt Pump (Wastewater)	\$15,427.00	Xylem	Submersible Pump (Cedar Lane)	October 27, 2021
Springboard Collaborative	\$500,000.00	Sub-recipient	Pallet Shelters	May 9, 2022

AMI Proposal	\$31,000.00	Davis, Bowen & Friedel Inc	Engineering Services	July 25, 2022
Main Station Upgrade	\$57,500.00	Davis, Bowen & Friedel Inc	Engineering Services	October 24, 2022
Total Encumbered	\$931,634.50			

General Items

- Upcoming Events
 - Sussex County Association of Towns: May 3, 6:00 PM, Hosted by Bridgeville
 - Sussex County Association of Towns – Steering Committee: May 5, 9:00 AM, First State Community Action Agency
 - 2023 Municipal Election: Saturday, May 13
- Town Manager Performance Review due date Friday, April 28
- Legislative Update

B. CHIEF OF POLICE – RALPH HOLM

- Organization Chart
- Georgetown PD Objectives
 - Recruitment
 - Two recruits currently in Academy
 - New Hiring Process for Fall 2023
 - Retention
 - Uniform Modification
 - New Technology
 - Building specialized units
 - Renovations to Building
 - Promotions
- Records in the Downtown Development District
- Provided Statistics for police activity in Town
- Questions/Comments posed from Council

11. PUBLIC COMMENT

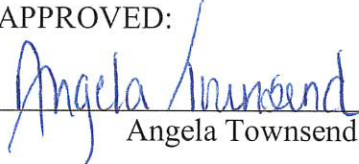
Dennis Winzenreid, 23365 Park Avenue

- Commented on how good the chicken was at the little league parade
- Commented on having temporary rentals in Town

12. ADJOURNMENT

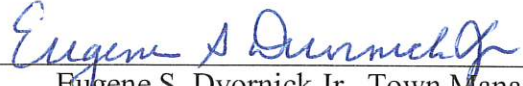
Motion by Councilwoman Townsend, seconded by Councilwoman Barlow to adjourn at 7:53pm. **Motion Carried (unanimous)**

APPROVED:



Angela Townsend, Secretary

ATTEST:



Eugene S. Dvornick Jr., Town Manager

These minutes are a summary of the meeting. Complete audio and visual recordings are available upon request