

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Monday, March 25, 2024
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: 822 7714 0485

Time: 6:30 PM Public Hearing
Regular Meeting Immediately Following Public Hearing

TOWN COUNCIL PRESENT:

Bill West, Mayor
Christina Diaz-Malone, Ward One
Anthony Neal, Ward Two
Angela Townsend, Ward Three
Penuel Barrett, Ward Four

STAFF PRESENT:

Eugene S. Dvornick Jr., Town Manager
Stephani J. Ballard, Town Solicitor
Diana Ramirez, Administration

6:30 PM PUBLIC HEARING

A. ORDINANCE #2023-12 AMENDMENT TO CHAPTER 230 ZONING, ARTICLE XII UB1 URBAN BUSINESS DISTRICT, §230-76 PERMITTED USES – MULTIFAMILY DWELLING

Town Manager Dvornick presented an overview of Ordinance 2023-12 which is an amendment to chapter 230, section 76 Permitted Uses. The amendment is specific to section 39, removing the language “containing not more than three apartments”

Questions/Comments from Council

None

Questions/Comments from Public

Jon Peterson, 304 North Bedford Street, spoke in favor of this project

The record will stay open until the next regular Town Council meeting.

B. ORDINANCE #2024-01 AMENDMENT TO CHAPTER 194 SUBDIVISION OF LAND, ARTICLE VII PLAN REQUIREMENTS, §194-32.1 CONTENTS OF FINAL SUBDIVISION PLAN. AMENDMENT TO CHAPTER 230 ZONING, ARTICLE XXVI ADMINISTRATION, §230-209 CATEGORY 1 SITE PLAN PROCESSING PROCEDURES. AMENDMENT TO CHAPTER 230 ZONING, ARTICLE XXVI ADMINISTRATION, §230-213 ADMINISTRATIVE PLAN REVIEW PROCEDURES

Town Manager Dvornick presented an overview of Ordinance 2024-01, which is modifying two sections of our code. The first one is Chapter 194 Subdivision of Land article 7 Plan Requirements. The modification is to section 194-32.1 Contents of Final Site Plan.

The second modification is to Chapter 230 Zoning, Article 26 Administration and administrative plan review procedures, and Category I Site Plan processing.

No Questions/comments.

The record will stay open until the next regular Town Council meeting.

C. CASE #2023-24 107 DEPOT STREET REHAB PROJECT – CONDITIONAL USE APPLICATION

An application by DE OZ Property Management, LLC for Conditional Use approval to allow for a mixed used building with commercial tenant using the basement and first floor, and 25 residential apartments on the upper floors, at 107 Depot Street, identified as SC Tax Parcel 135-14.20-123.02, zoned Urban Business District (UB1).

Daniel Bond spoke on behalf of the applicant explaining their application for Conditional Use to allow for apartments and ground floor commercial space at the property located at 107 Depot Street.

- Questions/Comments posed from Council
- Questions/Comments posed from the Public
 - Sunny Gyani, spoke in favor of this project

Town Manager Dvornick read the proposed conditions into the record.

The record will stay open until the next regular Town Council meeting.

REGULAR MEETING IMMEDIATELY FOLLOWING PUBLIC HEARING

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

4. APPROVAL OF MARCH 11, 2024 TOWN COUNCIL MINUTES

Motion by Councilwoman Townsend, seconded by Councilman Neal to approve the March 22, 2024 Town Council Minutes as presented. **Motion Carried (unanimous)**

5. COUNCILMEMBERS COMMENTS

Councilwoman Diaz-Malone, Ward 1

- No Comment

Councilman Neal, Ward 2

- Grateful to be here tonight

Councilwoman Townsend, Ward 3

- St. Patrick's Day event was well attended

Councilman Barrett, Ward 4

- Remember to change the batteries in your smoke detectors

Mayor West

- No Comment

6. BID AWARD – KIMMEY STREET & PEPPER STREET ROADWAY IMPROVEMENTS

Town Manager Dvornick presented the bids received.

Motion by Councilwoman Townsend, seconded by Councilwoman Diaz-Malone to award Teal Construction the Kimmy Street and Pepper Street Roadway Improvements project in an amount not to exceed \$288,888.00.

Vote:

Councilwoman Diaz-Malone, Ward 1:	Yea
Councilman Neal, Ward 2:	Yea
Councilwoman Townsend, Ward 3:	Yea
Councilman Barrett, Ward 4:	Yea
Mayor West:	Yea

Motion Carried (unanimous)

7. APPOINTMENT OF 2024 GREAT FUND COMMITTEE

Mayor West suggested to table this item so each member of Council can have time to talk to their constituents and choose one person to serve on the committee.

Motion by Councilwoman Townsend, seconded by Councilwoman Diaz-Malone to table the appointment of 2024 Great Fund Committee. **Motion Carried (unanimous)**

8. ADOPTION OF ANNUAL TAX ASSESSMENTS

A. FY2025 TAX ASSESSMENT

Motion by Councilwoman Diaz-Malone, seconded by Councilwoman Townsend to adopt the FY2025 Tax Assessment.

Vote:

Councilwoman Diaz-Malone, Ward 1:	Yea
Councilman Neal, Ward 2:	Yea
Councilwoman Townsend, Ward 3:	Yea
Councilman Barrett, Ward 4:	Yea
Mayor West:	Yea

Motion Carried (unanimous)

9. ADOPTION OF POLICIES

A. TRAFFIC CALMING

Town Manager Dvornick presented an overview of the Traffic Calming policy.

- Questions/Comments posed from Council
- Questions/Comments posed from the Public

Motion by Councilwoman Diaz-Malone, seconded by Councilman Neal to adopt the Traffic Calming policy as presented.

Vote:

Councilwoman Diaz-Malone, Ward 1:	Yea
Councilman Neal, Ward 2:	Yea
Councilwoman Townsend, Ward 3:	Nay
Councilman Barrett, Ward 4:	Nay
Mayor West:	Yea

Motion Carried (3 yea's, 2 nay)

B. COMPUTER, EMAIL, AND INTERNET USE POLICY

Town Manager Dvornick presented an overview of the Computer, Email, and Internet Use Policy.

- Questions/Comments posed from Council

Motion by Councilwoman Townsend, seconded by Councilwoman Diaz-Malone to adopt the Computer, Email, and Internet Use policy as presented.

Vote:

Councilwoman Diaz-Malone, Ward 1:	Yea
Councilman Neal, Ward 2:	Yea
Councilwoman Townsend, Ward 3:	Yea
Councilman Barrett, Ward 4:	Yea
Mayor West:	Yea

Motion Carried (unanimous)

10. RESOLUTION

A. RESOLUTION #2024-05 ADOPTION OF FY 2025 BUDGET

Town Manager Dvornick presented an overview of Resolution 2024-05.

Motion by Councilwoman Townsend, seconded by Councilwoman Diaz-Malone to adopt Resolution 2024-05 Adoption of FY 2025 Budget.

Vote:

Councilwoman Diaz-Malone, Ward 1: Yea
 Councilman Neal, Ward 2: Yea
 Councilwoman Townsend, Ward 3: Yea
 Councilman Barrett, Ward 4: Yea
 Mayor West: Yea

Motion Carried (unanimous)

11. DEPARTMENTAL REPORTS

A. TOWN MANAGER – GENE DVORNICK

Project Updates

- Sussex County Family Court Facility
 - Structural Steel contractor demobilized
 - Crane breakdown and removal completed
 - Under slab MEP completed
 - Interior layout of floors 2 & 3 completed
 - Exterior sheathing
 - Market Street finishing up
 - East side towards Pine Street
 - Cast stone and brick delivers starting early April
- Advanced Metering Infrastructure
 - Meters have been delivered
 - Propagation study complete
 - Anticipate replacements to begin mid-April
 - Finance Staff training on READy software
- Grant Award
 - FY23 Neighborhood Access and Equity (NAE)
 - Project: Reconnecting Georgetown
 - Award: \$100,000

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
AMI Equipment Purchase	\$500,000.00	Core & Main	Initial Equipment Purchase	June 12, 2023
Total Encumbered	\$1,431,634.50			

General Items

- Upcoming Events
 - Delaware League of Local Governments: Thursday, March 28, 5:30 PM, Dover
 - Town Offices Closed: Friday, March 29, in observance of Good Friday
 - Sussex County Association of Towns: Wednesday, April 5, 6:00 PM, hosted by Dewey Beach
 - Sussex County Association of Towns – Legislative Breakfast: Friday, April 7, 9:00 AM, Georgetown CHEER Center
- 2024 Annual Municipal Election
 - Notice of Solicitation of Candidates for Mayor, Ward 3, and Ward 4 are available
 - Candidate Filing Deadline is Friday, April 19, 2024
 - Municipal Election – Saturday, May 11, 2024, polls open 8:00 AM to 6:00 PM
- Legislative Update
 - Bill Tracking
- Questions/Comments posed from Council

B. CHIEF OF POLICE – RALPH HOLM

- Personnel Organization Chart
 - Retirees, Recruits
- Recruitment

- Hiring process for Spring and Fall 2024
- Certified Officer
- Strategies
- Retention
 - Building Specialized Units
 - Promotions
 - Training
- Activity Comparison to previous year
 - Crash Data
 - Calls for Service

- Questions/Comments posed from Council

12. PUBLIC COMMENT

Linda Dennis, 4 Huckleberry Drive

- Commented on the Ice House project
- Commented on the budget process

Sunny Gyani, 22512 Springfield Lane

- Responded to the comments made about the Ice House project being equal opportunity housing
 - Councilwoman Diaz-Malone addressed the issue of equal opportunity for this housing

Jon Peterson, 304 North Bedford Street

- Thank you to Mr. Mayor on his leadership on the Bedford Street and Market Street rehabilitation project

Clayton Townsend, 20293 Ennis Road

- Commented on the negative behavior of individuals at a prior meeting regarding Linda Price with the Chamber of Commerce.

Judy Lawson, 305 North Front Street


- Commented on the street names at the Village of College Park named after veterans.

13. ADJOURNMENT

Motion by Councilwoman Townsend, seconded by Councilman Neal to adjourn at 8:32pm.


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