

**TOWN OF GEORGETOWN  
TOWN COUNCIL MEETING MINUTES**

**Meeting Date:** Monday, March 27, 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: 872 4841 5128

**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  
Bobby Fletcher, Public Works Superintendent

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

**4. APPROVAL OF FEBRUARY 27, 2023 TOWN COUNCIL MINUTES**

Motion by Councilwoman Barlow, seconded by Councilman Barrett to approve the February 27, 2023 Town Council Minutes as presented. **Motion Carried (unanimous)**

**5. INTRODUCTION OF NEW EMPLOYEE**

Chief of Police, Ralph Holm, introduced the Police Departments newest employee, Maxwell Bruette.

**6. COUNCILMEMBERS COMMENTS**

Councilwoman Diaz-Malone, Ward One

- Recognized Chief Holm's efforts to recruit officers
- Thank you to everyone involved in putting together and attending the recent events in Town

Councilwoman Barlow, Ward Two

- Thank you to our Code Enforcement Officers and the wonderful job they have been doing
- Thank you to our Police Department and the wonderful job the police officers do everyday

Councilwoman Townsend, Ward Three

- Our St. Patrick's Day event was a huge success. Thank you to our Police Department and Public Works Department for all of their help during the event. Also, a huge shout out to Linda Price with the Chamber of Commerce for all of her efforts. We are thinking of making this an annual event.

Councilman Barrett, Ward Four

- No Comment

Mayor West

- No Comment

**7. EMPLOYMENT AGREEMENT ADDENDUM – TOWN MANAGER**

Town Manager Dvornick provided the information in the addendum to Council, and thanked Linda Dennis for her assistance on working through the performance review format with him.

Town Manager Dvornick's attorney, Jim Liguori, stated he is comfortable with what his client is proposing in the contract submitted, and that the point of this is that we all need to act in good faith with regard to the contract proposal.

Questions/Comments from Council

- Councilman Barrett
  - Questioned whether or not the Whistleblower Act statement made at a previous council meeting was true or not.
    - Town Solicitor clarified that she did not have the details of anything regarding what was filed, but that the Mayor had reported a complaint had been filed.
    - Mayor West stated a complaint was filed and another complaint has been filed by a citizen
  - Questioned if Council can discuss the contract tonight because of the Whistleblower Act?
- Jim Liguori
  - Stated that Town Manager Dvornick is on an indefinite term unless Council wants to do something different with regard to his employment. Nothing stops you from discussing or adopting the contract in front of you tonight. Also stated that there have been two matters submitted to the Attorney General's office focusing on Councilman Barrett's conduct.
- Councilwoman Townsend

- Dislikes the idea of discussing this contract in public. Stated how evaluations used to be handled in executive sessions.
- Stated she had no problem getting rid of Town Manager Dvornick a few weeks ago, however is willing to consider a contract
- After reading the contract tonight, there are a few additional stipulations I would like to see added.
  - Expressed concern with the accrual of Comp Time
  - Wants to have notice when Town Manager Dvornick is out of the office for an extended period of time. Council should see his calendar so we can see what is going on at Town Hall.
  - Jim Ligouri stated it would be a good idea to gather all of Council's thoughts and sit down together and decide whether the contract is acceptable or not
  - Councilwoman Townsend stated they have not been given that opportunity because every discussion on the contract has been in a public forum
  - Jim Ligouri stated Town Manager Dvornick is entitled to have his contract discussed in public forum or not.
- Jim Ligouri
  - It would be prudent for all of Council to write down whatever they think is an appropriate counter offer so your attorney and I can sit down and come back with a resolution.
    - Town Solicitor Ballard clarified that the counter proposal needs to come from Council making proposals and a decision as a whole.
- Town Solicitor Ballard
  - It seems simple enough to amend this contract to say the quarterly review shall be discussed in executive session.
  - We should decide tonight what everyone wants, then I can put it all into Word and send to Jim Ligouri.
- Councilwoman Barlow
  - Town Manager Dvornick has changed since he first started working for the Town
  - He has been reluctant to communicate with Council.
  - Proposed changes to the wording of the current draft which Council indicated agreement with
- Councilwoman Diaz-Malone
  - Expressed her concern with Executive Sessions generally
- Mayor West
  - Expressed his concern with Executive Sessions

Discussion amongst Council for suggestions for possible contract modifications, but consensus was agreement on Councilwoman Barlow's proposed changes:

Motion by Councilwoman Townsend, seconded by Councilwoman Barlow to table the Town Managers employment agreement addendum until the April 24<sup>th</sup> Town Council meeting. Town Manager will not be physically in attendance at April 10<sup>th</sup> meeting (will appear by Zoom).

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)**

**8. INITIAL PRESENTATION OF FY 2024 BUDGET**

Town Manager Dvornick presented the initial FY 2024 Budget. Discussed the next steps for a budget workshop before final adoption.

- Questions/comments posed from Council

**9. ADOPTION OF ANNUAL TAX ASSESSMENTS**

Town Manager Dvornick presented the FY 2024 annual tax assessments.

Motion by Councilwoman Townsend, seconded by Councilwoman Barlow to adopt the FY 2024 Tax Assessments.

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. GREAT FUND REQUESTS**

Discussion amongst Council on how they will proceed with handling any GREAT Fund requests.

Councilwoman Diaz-Malone stated she is FOR forming a committee to review all GREAT Fund requests.

Councilwoman Barlow stated she is FOR forming a committee to review all GREAT Fund requests. Suggested each Councilperson choose someone to be on the committee.

- Town Solicitor stated there is supposed to be Councilmembers on the committee (one or two) and then you could pick people from other interested organizations.

Councilwoman Townsend stated she is FOR forming a committee to review all GREAT Fund requests.

Town Solicitor clarified that the committee makes the recommendation back to Council to make the final decision. Suggested Council form a committee relatively quickly because they already have several pending requests.

Councilman Barrett stated we need to follow what the Ordinance states.

Mayor West asked who from Council would like to be on the committee.

- Councilwoman Townsend volunteered
- Councilwoman Barlow volunteered

Town Solicitor suggested to have one person from the Arts community, one from Recreation, and one from Education.

Mayor West suggested Kelly Kline, Library Director, be appointed to the committee

Councilman Barrett suggested Cathy Lind be appointed to the committee.

Current GREAT fund requests for 2023:

**A. GEORGETOWN ELEMENTARY ROBOTICS CLUB - \$4,000**

Mayor West provided some background on the Robotics Club and what is involved.  
Tabled until request is reviewed by the committee.

**B. GEORGETOWN PUBLIC LIBRARY - \$30,000**

Decided to present request to the committee. Tabled until request is reviewed by the committee.

**C. PROSPECT AME CHURCH - \$100,000**

Tabled until request is reviewed by committee.

**D. LA ESPERANZA - \$7,500**

Tabled until request is reviewed by committee.

**E. COMMUNITY INSPIRED ACTIONS - \$20,000**

Tabled until request is reviewed by committee.

**F. GEORGETOWN ARTS & FLOWERS - \$2,093**

Tabled until request is reviewed by committee.

## 11. DEPARTMENTAL REPORTS

### A. TOWN MANAGER – GENE DVORNICK

#### Project Updates

- Bedford & Market Street Rehabilitation
  - Work started March 20
  - ADA ramps & sidewalk
- Sussex County Family Court Facility
  - Erosion & Sediment Control in process
- North Race Street (Pepper Street to Douglas Street)
  - Awaiting last 2 Temporary Construction Easements to be signed
  - Bid solicitation next step
- Kimmey Street/Pepper Street Extension
  - Survey work completed
  - Design started
- Pavement Rehabilitation
  - Public Works & Construction Coordinator identifying and prioritizing streets
  - Process started March 27, 2023
- Wagamon Avenue Traffic Calming
  - Installation by Public Works
  - Weather dependent
- Energy Efficiency and Conservation Block Grant (EECBG)
  - Received \$75,300
  - March 30 Workshop on eligible uses

#### Downtown Development District Expansion

- Press Release Issued on February 17, 2023
- Two responses to date:
  - Georgetown Apartments
    - Several additional parcels
  - 106 North Bedford Street
    - Single parcel
- Closes on March 31, 2023 at 4:30 PM

#### 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
<b>Total Encumbered</b>	<b>\$931,634.50</b>			

### **General Items**

- Upcoming Events
  - Delaware League of Local Governments, “Hill Day” – Tuesday, March 28, 9:00 AM, Washington, DC
  - Town Council & Planning Commission Workshop – Tuesday, March 28, 6:00 PM, Town Hall
  - Sussex County Association of Towns, Legislative Breakfast – March 31, 9:00 AM, Georgetown CHEER
- Legislative Update
- Questions/comments posed from Council

## **B. PUBLIC WORKS SUPERINTENDENT – BOBBY FLETCHER**

### **Public Works Department**

- Delivery of speed hump for Wagamon Avenue will be installed when weather is warmer
- North Kind Street playground has been inspected. Completed a few minor repairs.
- North King Street playground has been mulched (30 yards’ brown mulch)
- Two street lights have been removed and electric disconnected on the second block of East Market Street in construction zone for court house.
- Weekly pothole patrol excluding North/South Bedford Street and East/West Market Street.
- Monthly street light check/reporting outages
- Cleaning storm drain basins in Ward 1 has been completed
- Police Department equipment hanging board installed and trimmed out
- Police Department exit signs have been repaired
- Installed all new smoke detectors at the Police Department. Thank you to Georgetown Fire Department for donating the smoke detectors
- Started mulching The Circle (inside and out), Wilson Park, and Layton Avenue



### **Water Department**

- The roof at Well House 2R has been re shingled and new gutters installed
- Building/generator at King Street Water facility has been pressure washed
- LMI fluoride saturator lid went bad. The Town of Georgetown was able to obtain a brand new lid from the City of Milford. Parts to rebuild old one and replace new one to City of Milford was 4 weeks. Good contacts to have for emergency situations.
- Water meter registers are still in process of being replaced. As of today we have replaced 599 out of 1,270. This leaves 671 more registers to replace. We are expecting 300 more registers to be delivered within the next 2 weeks.
- Getting a count for valve box lids that are broken for East and West Market Street. North and South Bedford Street to be replaced once paving starts.
- Daily flows around 700,000 gallons per day right now
- Southern Corrosion estimates they will be here middle of May for cleaning/painting of Lynch's Lane water storage tower inside and out approximately 4 to 6 weeks to complete.
- Questions/Comments posed from Council

## **12. PUBLIC COMMENT**

Linda Dennis, 4 Huckleberry Drive

- Happy to see word has gotten out that there is money available through the GREAT Fund. Concerned that there is not a clear definition of what is appropriate to be funded.
- Suggested having the new officers walk around Town and get to know the citizens of Georgetown

Dennis Winzenreid, 23365 Park Avenue

- Mentioned a few items that the residents at the Springboard Pallet Village need

Jon Peterson, 304 North Bedford Street

- Requested \$250,000 in the FY2024 budget be set aside for a new Police Department.

Purcell Parker, Member of Prospect AME Church

- Roads in Georgetown need to be addressed. They are very rough to ride on.
- Stated Prospect AME Church needs the extra financial support for their building that they requested from the GREAT Fund.

Reverend Janet Maull-Martin, Prospect AME Church

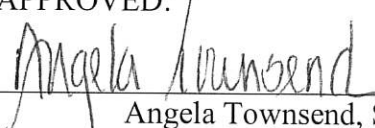
- Spoke on behalf of the GREAT Fund request submitted by Prospect AME Church. Provided some background about the historic church to Council.



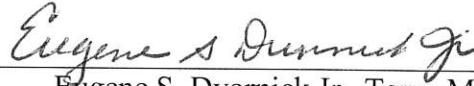
### 13. ADJOURNMENT

Motion by Councilwoman Townsend, seconded by Councilwoman Barlow to adjourn at 8:43pm. **Motion Carried (unanimous)**

APPROVED:

  
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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\**