

**TOWN OF GEORGETOWN
TOWN COUNCIL MEETING MINUTES**

Meeting Date: Tuesday, June 24, 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: 871 9981 7667

Time: 6:30 Pm Public Hearings
Regular Meeting Immediately Following Public Hearing

TOWN COUNCIL PRESENT:

Bill West, Mayor
Christina Diaz-Malone, Ward One
Eric Evans, Ward Three
Penuel Barrett, Ward Four

STAFF PRESENT:

Eugene S. Dvornick Jr., Town Manager
Stephani J. Ballard, Town Solicitor
Diana Ramirez, Administration
Ralph Holm, Chief of Police

ABSENT:

Tony Neal, Ward Two

6:30 PM PUBLIC HEARINGS

**A. CASE #2021-29-01 GEORGETOWN PROFESSIONAL/MEDICAL CENTER
PHASE 3 CONDITIONAL USE AMENDMENT**

An application by SPG Development, LLC, for an amendment to the Conditional Use approval granted on June 13, 2022. The property is located at 410-424 Old Laurel Road, identified as SC Tax Parcel 135-19.00-72.02, zoned Multi-Family Residential District (MR1)

John Sergovic, representative for the applicant SPG Development, presented an overview of the application to amend the Conditional Use approval to allow for a veterinarian hospital.

Shelby Tomlinson, representative of SPG Development, presented a PowerPoint on the proposed veterinarian hospital.

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

**B. CASE #2024-05 YOUR PLACE PROPERTY MANAGEMENT – REZONE
APPLICATION**

An application by Your Place Management, for an official zoning map amendment from Medium Residential District (UR2) to Professional Business District (UB3). The property is located at 204 West Market Street, identified as SC Tax Parcel 135-19.08-99.00.

John Roach, representative of the applicant Your Place Property Management, presented an overview of the rezone application for the property located at 204 West Market Street.

- No questions/comments received

The record will stay open until the next regular Town Council meeting where there will be a first reading of the ordinance.

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

4. APPROVAL OF JUNE 10, 2024 TOWN COUNCIL MINUTES

Motion by Councilman Evans, seconded by Councilwoman Diaz-Malone to approve the June 10, 2024 Town Council Minutes as presented. **Motion Carried (unanimous)**

5. COUNCILMEMBERS COMMENTS

Councilman Evans, Ward Three

- No Comment

Councilman Barrett, Ward Four

- No Comment

Councilwoman Diaz-Malone, Ward One

- Thank you to those who support the Arts & Flowers Group

Mayor West

- No Comment

6. EXECUTIVE SESSION

Motion by Councilman Barrett, seconded by Councilwoman Diaz-Malone to enter into Executive Session at 7:04pm. **Motion Carried (unanimous)**

Exited executive session at 7:15pm.

7. POLICE CHIEF CONTRACT 2-YEAR RENEWAL – DISCUSSION AND VOTE

No questions/comments received.

Motion by Councilwoman Diaz-Malone, seconded by Councilman Barrett to approve the two-year renewal of the Police Chief contract as presented.

Vote

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

Motion Carried (unanimous)

8. OVERVIEW OF TOWN OPERATIONS AND PROJECTS

Town Manager Dvornick presented an overview of Town operations and projects to the new member of Council. Topics include:

- Department Overview
- Project overview
 - Infrastructure Projects
 - Development Projects
- Challenges & Opportunities
- Important Documents
- Considerations

- No Questions/Comments received

9. EASEMENT AND RIGHT-OF-WAY ABANDONMENT – CALHOUN STREET

The Town received a request from the Calhoun Apartments for an abandonment of an existing right of way and a utility easement.

The Town's engineer, DBF, reviewed the request and does not see any reason why it should not be abandoned in favor of the applicant.

- No questions/comments received

Motion by Councilman Evans, seconded by Councilwoman Diaz-Malone to approve the request for abandonment of an existing right of way and a utility easement.

Vote

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

Motion Carried (unanimous)

10. SPRINGBOARD COLLABORATIVE AND GEORGETOWN PALLET VILLAGE UPDATE

Judson Malone, Executive Director of Springboard Collaborative, provided an update on the Pallet Village

- Notable events
 - Community Health Worker
 - Housing vouchers
 - Therapeutic Arts Program
- Outcomes as of May 2024
- Discussed the budget
- Mr. Malone requested to be able to submit future updates to Council without the need to appear in person

- Questions/Comments posed from Council

11. 1ST READING OF ORDINANCE

A. ORDINANCE #2023-13 AMENDMENT TO CHAPTER 230 ZONING, ARTICLE XV HC HIGHWAY COMMERCIAL DISTRICT, §230-104 PERMITTED USES – RETAIL MARIJUANA ESTABLISHMENT. AMENDMENT TO CHAPTER 230 ZONING, ARTICLE XVI, LI-1 LIMITED INDUSTRIAL DISTRICT, §230-110 PERMITTED USES – MARIJUANA CULTIVATION, MANUFACTURING, AND TESTING

Town Manager Dvornick presented the changes made to Ordinance #2023-13.

Town Manager Dvornick stated letters were received for both in favor and against the ordinance. These were placed in Council's meeting packets.

Questions/Comments

- Clayton Townsend
 - Spoke in opposition to the Ordinance.
 - Expressed concerns about the distance of this facility to residential properties

The record will stay open until the next regular Town Council meeting where there will be a second reading and vote on the ordinance.

12. DEPARTMENTAL REPORTS

A. TOWN MANAGER – GENE DVORNICK

Project Updates

- Sussex County Family Court Facility
 - Exterior metal framing work
 - South elevation stud framing
 - West elevation framed and sheathed
 - Interior framing
 - 3rd floor, Phase 1 – Complete; Drywall – 50%
 - Phase 2 – Complete

- 1st floor layout complete
 - Exterior Masonry Work
 - Southeast and east elevations
 - Market Street next
 - First brick delivery this week
 - High roof installation continues
 - Mechanical ductwork & piping
 - Continues on 2nd & 3rd floor
- Advanced Metering Infrastructure
 - Meter installation started April 15
 - 36 meters remain to be installed
 - Staff using READy for meter readings
- Kimmey Street & Pepper Street
 - Anticipate work starting early July
 - 120-day project
- Pump Station Rehabilitation
 - Split into 3 projects
 - Staff review anticipated the week of July 8
 - Followed by advertisement for bid

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 | | | |
|-------------------------|-----------------------|--|--|--|

2024 Municipal Election

- Board of Elections Training
 - Training was held on Monday, May 5, 2024
 - Conducted by Sussex County Department of Elections
- Persons Convicted of a Felony
 - A person convicted of certain kinds of felony may register and vote if the individual meets certain conditions
- Voters Without Fixed Residence
 - If you don't have a fixed residence or are homeless and otherwise qualified to vote in Delaware...The address can be a shelter, agency or another location where you receive your mail.

General Items

- Upcoming Events
 - Delaware League of Local Governments: Thursday, June 27, 5:30 PM, Dover
 - End of Legislative Session: Sunday, June 30, 5:00 PM
 - Town Offices Closed: Thursday, July 4, in observance of Independence Day
- Legislative Update
 - Bill Tracking
 - 3 Legislative Days
- No Questions/Comments received

B. CHIEF OF POLICE – RALPH HOLM

- Thank you to Council for renewing my contract
- Organization Chart
- Objectives
 - Recruitment
 - Strategies
 - Retention
 - Specialized Units
 - Promotions
 - Training
 - Team Building
- Georgetown Activity Comparison to previous year
 - Skimmer activity
- Questions/Comments posed from Council

13. PUBLIC COMMENT

Mike Gibbs, 522 East Market Street

- Concerns with bicycles on the sidewalk
- Concerns with people passing on the shoulder in front of bicyclists

Sunny Gyani, 22512 Springfield Lane

- Commented on marijuana establishments
- Questioned if there were funds available to help with the dog park
- Commented on the need for affordable housing

Linda Dennis, 4 Huckleberry Drive

- Commented on the housing vouchers discussed in the Springboard Collaborative update
- Requested date from Springboard Collaborative be available to the public

Lakeesha Crippins, 20006 Donovans Road

- Concerns with Depot Street and King Street traffic

Adam Buczkowski, 200 South Bedford Street

- The sewer grates in Cinderberry are packed full of pine needles
- Commented on Judson Malone's lack of interest in coming before Council with an update each month. Not impressed with the success rate of 25% of people moving into housing.

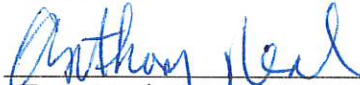
Clayton Townsend, Ennis Road

- Commented on the issue with credit card skimmers

14. ADJOURNMENT

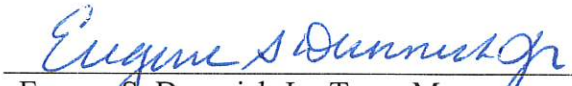
Motion by Councilman Barrett, seconded by Councilwoman Diaz-Malone to adjourn at 8:25pm. **Motion Carried (unanimous)**

APPROVED:



Tony Neal, 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