

Sussex County Council Agendas & Minutes

SUSSEX COUNTY COUNCIL - GEORGETOWN, DELAWARE, OCTOBER 19, 2004

Call to Order

The regular meeting of the Sussex County Council was held Tuesday, October 19, 2004, at 10:00 a.m., in the Council Chambers, Sussex County Administrative Office Building, Georgetown, Delaware, with the following present:

Dale R. Dukes President
Finley B. Jones, Jr. Vice President

George B. Cole Member Lynn J. Rogers Member Vance Phillips Member

Robert L. Stickels County Administrator
David Baker Finance Director

James D. Griffin County Attorney

M 607 04 Approve Agenda A Motion was made by Mr. Rogers, seconded by Mr. Phillips, to amend the Agenda by deleting the item entitled "County Website Update" and to approve the Agenda, as amended

Motion Adopted: 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

M 608 04 Approve Minutes A Motion was made by Mr. Rogers, seconded by Mr. Jones, to approve the minutes of October 12, 2004.

Motion Adopted: 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

Correspondence

Mr. Griffin read the following correspondence:

LYNN LESTER, BOYS & GIRLS CLUB OF GEORGETOWN,

GEORGETOWN, DELAWARE.

RE: Letter thanking the Council for the opportunity to appear before Council to spread the good news about the Boys & Girls Club of Georgetown and advising Council of what they hope to accomplish in the future and asking Council for its support of those programs.

Friends of the Milton Library (continued) Nancy Clifton Rue and Dennis Hughes, members of the Friends of the Milton Public Library, were in attendance to present a check to the Sussex County Council in the amount of \$400,000 for the Milton Public Library's building expansion program. It was noted that the Ribbon Cutting and Grand Opening is scheduled for Saturday, December 11th, at 10:00 a.m.

University
of Delaware
Research &
Education
Center/
Check
Presentation

The County Council presented a check in the amount of \$113,512 to Dr. Mark Isaacs, who was present on behalf of the University of Delaware Research & Education Center.

Dr. Mark Isaacs of the University of Delaware College of Agriculture and Natural Resources thanked the County Council for their annual grant. Dr. Isaacs summarized how the funding will be distributed: \$61,000 will be used in their Sussex Extension which supports 4-H and the family consumer sciences program; over \$14,000 will be used to support the Sussex Poultry Research Program; over \$26,000 will be used to support the Sussex Crops Research; and over \$11,000 will be used to support operations of the ITV and the Lasher Laboratory.

Dr. Isaacs summarized how the County's grant funding impacts the University. He noted that the Federal funding source continues to dry up and the grant funding the County Council provides is vital to maintaining their educational outreach programs. Dr. Isaacs asked the County Council for any guidance to better serve the residents of the County.

Dr. Isaacs updated the Council on the construction of the Carvel Research and Education Center. The groundbreaking will be October 29th. Dr. Isaacs stated that the cost of the building is \$7.6 million and that they are receiving money from former Governor Carvel and the General Assembly. He stated that they are conducting a capital campaign for the remaining \$1.6 million. Dr. Isaacs asked the County Council to consider the possibility of providing additional funding from reserve funds from the last fiscal year. Dr. Isaacs reported that they are looking for the construction of the building to be completed as early as October 2005.

Mr. Stickels stated that their request would be considered during the Fiscal 2006 Budget preparation.

Punkin Chunkin Association/ Check Presentation The County Council presented a check in the amount of \$5,000 to Frank Shade, President of the Punkin Chunkin Association.

Mr. Shade reported that the Association has been looking diligently for land in Sussex County to hold this event in 2005. He stated that the land that the Association currently rents for the event is under contract to be sold. Mr.

Shade stated that the Association has made a pledge that the Punkin Chunkin event will remain in Sussex County. He asked for any ideas for a location consisting of 200-300 acres where this event can be held. He report that last year, 33,000 people attended the 2-day event, and that it is an economic boost to Sussex County. He noted that the Association does a scholarship program, awarding 15 scholarships a year. He also noted that they do many things for charities.

(continued)

Mr. Shade announced that this year's event will be held on November 5th, 6th, and 7th.

Administrator's Report Mr. Stickels read the following information in his Administrator's Report:

1. Beneficial Acceptance

The Sussex County Engineering Department gave Beneficial Acceptance to Rehoboth Yacht and Country Club, Phase 7, Agreement No. 355, on October 5, 2004. The developer is Great South Beach Improvement Company, and the project is located west of County Road 273 in the West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District. The project consists of 39 single-family homes. A fact sheet for the project is included with this report.

2. Community Development Block Grant Public Hearings

The Sussex County Community Development and Housing Division will be conducting public hearings to assist the following municipalities as part of their Community Development Block Grant application:

Ellendale Tuesday, November 9, 2004

7:00 p.m.

Ellendale Town Hall

Laurel Monday, December 6, 2004

7:00 p.m.

Laurel Town Hall

Greenwood Tuesday, December 7, 2004

7:00 p.m.

Greenwood Town Hall

Georgetown Wednesday, December 8, 2004

7:00 p.m.

Georgetown Town Hall

Bridgeville Monday, December 13, 2004

7:00 p.m.

Bridgeville Town Hall

The primary objective of the Community Development Program is the development of viable urban communities, including decent housing and suitable living environment and expanded economic opportunities, primarily for persons of low and moderate income.

Administrator's Report (continued) Anyone requiring more information prior to the public hearings should contact William Lecates, Director of Community Development and Housing, at 855-7777.

3. Robert Hanneman

It is with regret that I inform Council of the passing of Robert Hanneman on October 14, 2004. Bob had been employed as District Manager of the South Coastal Regional Wastewater Facility. Bob was a retired Lieutenant Colonel with the U. S. Army.

Transfer
of County
Loan
Agreement/
Georgetown
Air
Services
and
Kimble's
Aviation
Services

Mr. Baker discussed a proposal to transfer a loan agreement from Harvey O. and Vera Patrick Family Foundation to Georgetown Air Services, LLC and Kimbles Aviation Services, Inc. He noted that the Patrick Family Foundation is no longer involved with this particular property at the Airport. The terms of the loan would be a loan amount of \$400,000; an interest rate of 3 percent; a four-year balloon payment; a requirement that 25 jobs be maintained by Georgetown Air Services and Kimbles Aviation; if job numbers fall below 25 jobs during any six-month period, interest rates will increase by 1 percent; the County holds first mortgage on the hangar building on the easterly side of Lot A-3 which measures 75 feet by 130 feet; and any default on the loan would result in an interest rate increase by 10 percent.

Mr. Sean Carroll of Kimbles Aviation and Mr. John Kenney of Georgetown Air Services were present to provide information about their companies. They stated that their main goal is to promote the airport.

M 609 04 Authorize Transfer of County Loan A Motion was made by Mr. Jones, seconded by Mr. Rogers, that the Sussex County Council authorizes a transfer of loan obligations and documents from Harvey and Vera Patrick Family Foundation to Georgetown Air Services, LLC, and Kimbles Aviation Services, Inc. for the County Airport Block Hangar Building with the following terms;

Agreement/ Georgetown

> Loan Amount - \$400,000;

Air

➤ Interest Rate – 3 Percent;

Services

➤ All principal due on the 4th anniversary of the Note;

and

> Interest Rate would increase by 1 percent if 25 jobs are not maintained;

Kimbles

> County maintains first mortgage on the building;

Aviation

Receipt by the County of Personal Guarantees;

Services

> County Bond Counsel and Finance Director shall approve all loan

agreements and documents.

Motion Adopted: 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

Fiscal 2005 Human Service Grants/ Recommendation Mrs Webb, Director of Accounting, presented the funding recommendations for the Fiscal 2005 Human Service Grants. She reported that the total amount budgeted for Human Service Grants was \$110,000 and that the total amount recommended is \$102,600.

Mr. Stickels reported that a \$25,000 request from CHEER was not included in the recommendation since it exceeds the funding amounts of the Human Service Grant program. He further reported that this request will be considered when the Fiscal 2006 Budget is prepared.

It was the consensus of the Council to review the recommendations and to place the matter on the next October 26th agenda for a vote.

Paramedic Facility/ Laurel Fire Department Mr. Luedtke, Director of EMS, discussed a proposed lease for space in a building that is to be constructed by the Laurel Fire Department. He stated that currently, the Paramedic Unit are guests in the Laurel Fire Department's building; however, in looking for a longer term solution, they suggested that they build a building to house this unit and Sussex County rent space in that building. The lease, which shall commence on the first day of April 2005, is a ten year lease. The initial lease payment is \$1,000 per month for the first two years, with a 3% annual increase each year thereafter. The State of Delaware will pay 40% of the lease amount.

Mr. Stickels reported that Mr. Luetke has been asked to look at establishing an eighth paramedic unit. This unit would not be housed in a specific area; it would be stationed where the demographics say it is needed during a certain time of year.

M 610 04 Approve Lease Agreement with Laurel Fire

Department

A Motion was made Mr. Rogers, seconded by Mr. Jones, that the Sussex County Council approves the Lease Agreement between the Laurel Fire Department, Inc. and Sussex County for the use of their building to be constructed in the Town of Laurel, as described therein by Sussex County EMS as Paramedic Station 102.

Motion Adopted: 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

Public

A Public Hearing was held to consider the modification of The Meadows at

Hearing/ The Meadows at Cubbage **Pond** SLD Modification **Public** Hearing/ The Meadows at Cubbage Pond **SLD** Modification (continued)

Cubbage Pond Streetlighting District by installing an additional streetlight.

Patricia Deptula, Assistant Director of Public Works, reported that the County received a letter from The Meadows at Cubbage Pond Owner's Association requesting the installation of an additional streetlight. She reported that there are currently 20 streetlights in the district and that the estimated annual billing rate for the installation of an additional streetlight was \$47.40 for the first year and \$35.91 after the first year for each property having a residential or commercial improvement.

Mrs. Deptula reported that she received letters from residents of the district in regards to the district modification: two letters are in support, three letters are in opposition, and one letter presents questions as to why the streetlight is needed. Mr. Griffin read the letters into the record.

Public comments were heard.

Audrey Jones questioned the rates. She stated that they are currently paying \$36.08 per year and that the estimate that they are being provided for the additional streetlight is \$35.91, which is less and it does not make sense. She stated that she is opposed to the additional streetlight and it's location.

Mrs. Deptula explained that when the rates were calculated, she did not have the 2004 rates, and she made her calculations on the 2003 rates. She noted that the rates fluctuate from year to year.

Mr. Griffin questioned the affidavit that was signed by the residents of The Meadows of Cubbage Pond in support of the additional streetlight at the cul-de-sac. Mrs. Jones stated that she thought the petition was for something different, possibly for an additional streetlight the entrance of the development and that she really could not remember since it was last year.

Mrs. Deptula stated that the County's guidelines require that 20 percent of the homeowners agree to the modification prior to starting the Public Hearing process, however, she noted that this percentage is just a guideline and not a requirement. Mrs. Deptula stated that she counted 38 out of 68 signatures on the affidavit.

Henrietta Evans stated that she also signed the affidavit but she does not know what she signed.

It was noted that no one was present from the Homeowner's Association.

It was the consensus of the Council that since there were questions about what the affidavit was for, that Mrs. Deptula should verify that there is support for the streetlighting district modification and verify what the homeowner's understanding is as to where the additional streetlight is to be

located.

The Public Hearing was closed.

M 611 04 Defer Action A Motion was made by Mr. Rogers, seconded by Mr. Phillips, to defer action on The Meadows at Cubbage Pond Streetlighting District modification.

M 611 04 (continued)

Motion Adopted: 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

Mrs. Deptula will report back to the Council within thirty days.

Continuance of Public Hearing/ Open Space Ordinance The County Council continued the Public Hearing on the Proposed Ordinance entitled "AN ORDINANCE TO AMEND CHAPTER 99 OF THE CODE OF SUSSEX COUNTY TO REQUIRE THE PROVISION OF OPEN SPACE IN NEW DEVELOPMENTS". The Public Hearing was continued due to the lack of public comment and the fact that public hearings on proposed zoning ordinance amendments are normally held during the morning sessions of the County Council. (The Public Hearing was held and continued on September 28, 2004.)

It was noted that no additional written comments have been received.

It was noted that only one person was in attendance who requested to speak. Mr. Dan Kramer commented on the wording in several sections, stating that the word "should" be changed to "shall".

Mr. Griffin responded that the sections Mr. Kramer was referring to were not sections that contain proposed changes – that the only section with proposed changes was Section D.

The County Council discussed the Proposed Ordinance. Questions were raised as to why the Proposed Ordinance does not have a definition for *Open Space* and whether *Open Space* includes public sites as well as private sites. It was suggested that Mr. Griffin make suggested amendments to the Proposed Ordinance, in accordance with suggestions made by the Council. Mr. Griffin stated that that would be difficult to do without some guidance from the Council members.

M 612 04 Continue Public Hearing/ Open Space A Motion was made by Mr. Phillips, seconded by Mr. Rogers, to continue the Public Hearing on the Proposed Ordinance entitled "AN ORDINANCE TO AMEND CHAPTER 99 OF THE CODE OF SUSSEX COUNTY TO REQUIRE THE PROVISION OF OPEN SPACE IN NEW DEVELOPMENTS".

Ordinance Motion Adopted: 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

County Attorney's Request Mr. Griffin requested that the Council members mark up their copy of the Proposed Ordinance with suggested amendments and submit the amended copy to him by Tuesday, October 26th.

SCRWF Sludge Handling Upgrade/ Change Order Mr. Izzo, County Engineer, reviewed a proposed Change Order No. 3 for the SCRWF Sludge Handling Upgrade. Mr. Izzo reported that the change order consists of a series of work items. A list of the work items was distributed to the Council and included the following:

- **Handrails around the belt filter presses.**
- > Road and Pipe No. 23 Realignment
- **▶** Pasteurization Vessel Plastic Discharge Curtains
- > Polymer Totalizing Meters
- **▶** BFP Mezzanine Ductwork Relocation
- **➤** Lime Truck Unloading Panel Pipe Bollards
- > Raise the Elevation of the BFPs

Mr. Izzo stated that all of the items proposed are either a safety oriented issue or improve the Department's ability to operate the equipment. The work items total \$16,622.55.

M 613 04 Approve Change Order/ SCRWF Sludge Handling Upgrade A Motion was made by Mr. Jones, seconded by Mr. Phillips, based upon the recommendation of the Engineering Consultants, Stearns and Wheler, LLC, and the County Engineering Department, that Change Order No. 3 for Sussex County Project No. 02-12-A, SCRWF Sludge Handling Upgrade be approved in the amount of \$16,622.55, which increases the contract total to \$3,659,730.35, contingent upon the approval of the Department of Natural Resources and Environmental Control, Financial Assistance Branch.

Motion Adopted: 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

Cedar Neck Expansion of the BBSSD Mr. Izzo, County Engineer, reviewed a Balancing Change Order for the Quillens Point Collection and Conveyance Project, which is part of the continuing close-out process of the Cedar Neck Sanitary Sewer District. Mr. Izzo reported that, in balancing the contract quantities, there was a credit in the amount of \$151,073.89.

M 614 04 Approve Change Order/ Cedar Neck Expansion M 614 04 (continued) A Motion was made by Mr. Cole, seconded by Mr. Jones, based upon the recommendation of the Engineering Consultants, Whitman, Requardt and Associates, LLP, and the County Engineering Department, that the Balancing Change Order for Sussex County Project No. 99-12B, Quillens Point Collection and Conveyance, with Bunting and Murray Construction Corporation be approved in the credit amount of \$151,073.89, which decreases the final contract total to \$2,151,644.61.

Motion Adopted: 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

Emergency
Operations
Center/
Amendment
to
Engineering
and
Architectural
Agreement

Mr. Stewart, Project Engineer, discussed a Proposed Amendment for a Telecommunications and Technology Consulting Services Agreement between L. Robert Kimball & Associates and the County relating to the design of the Emergency Operations Center and related safety and security issues.

Mr. Stewart reported that through their staffing and radio system assessments, the Kimball staff has recent experience in Sussex County and will apply their acquired knowledge to ensure delivery of superior service that will best serve the County. Their services are provided in a manner that is independent of hardware manufacturers, software developers or equipment providers.

Mr. Stewart stated that it has been determined that the County needs to proactively ensure that the proposed County 9-1-1 and Emergency Operations Center, and all associated systems and equipment, are delivered to effectively provide emergency service. To achieve this goal, the County recognizes the need for the coordination of all vendors and suppliers as well as efficient project management.

Mr. Stewart reported that the performance of the work would be provided via time and materials on an as needed basis not to exceed \$60,000.

M 615 04
Approve
Amendment
to Contract
Relating
to the
Emergency
Operations
Center/
L. Robert

Kimball

&

A Motion was made by Mr. Jones, seconded by Mr. Rogers, based upon the recommendation of the County Engineer, that the County's Contract with L. Robert Kimball & Associates for engineering and architectural design services for Sussex County Project #04-02, Emergency Operations Center Building be amended to include telecommunications and technology consulting services on a time and materials as-needed basis and not-to-exceed amount of \$60,000.

Motion Adopted: 4 Yea, 1 Absent.

Vote by Roll Call: Mr. Phillips, Absent; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Associates

Mr. Dukes, Yea

(Mr. Phillips was out of the room during the vote.)

North Coastal Planning Area North Coastal Planning Area Sewer Study

(continued)

Mr. Archut, Assistant County Engineer and Mr. Maneckshaw, Project Engineer, presented an Engineering proposal for the North Coastal Planning Area (NCPA). Mr. Archut reminded the Council that they approved the selection of Whitman, Requardt and Associates as the consultant for this project and that anything that goes on in this area would be the responsibility of Whitman, Requardt and Associates. He noted that they also have sub-consultants, Stearns & Wheeler.

Mr. Archut that they are currently focusing on the Environmentally Sensitive Development Zone and looking at doing comprehensive planning in this entire area.

Mr. Maneckshaw gave an overview of the proposed contract and the proposed work items. He reported that the North Coastal Planning Area (NCPA) consists of a six phase study and reviewed the scope of services and preliminary cost estimates for each phase.

M 616 04
Execute
Agreement/
North
Coastal
Planning
Area
Study

A Motion was made by Mr. Phillips, seconded by Mr. Jones, based upon the recommendation of the Engineering Department, that an Agreement with the Consultants, Whitman, Requardt and Associates LLP,, be executed to provide consulting services for a Preliminary Feasibility Study and Engineering Reports for the North Coastal Planning Area Regional Wastewater Facilities, contingent on the document being approved by the Finance Director and the Assistant County Attorney.

Motion Adopted: 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

Planning Grant Application Request (NCPA) Mr. Maneckshaw requested the Council's approval of a Long-Range Wastewater Facility planning grant application to the Wastewater Facilities Advisory Council for up to \$100,000 in matching funds to assist in financing a planning study for the North Coastal Planning Area Sanitary Sewer District and Transmission System Upgrade.

M 617 04 Adopt Resolution No. R 025 04/ Planning Grant

Applica-

A Motion was made by Mr. Phillips, seconded by Mr. Jones, to Adopt Resolution No. R 025 04 entitled "TO SUBMIT A LONG-RANGE WASTEWATER **FACILITIES PLANNING GRANT** TO THE WASTEWATER FACILITIES ADVISORY COUNCIL FOR MATCHING FUNDS TO FINANCE A PLANNING STUDY FOR THE NORTH COASTAL **PLANNING** AREA **SANITARY SEWER** AND TRANSMISSION SYSTEM UPGRADE".

tion (NCPA) **Motion Adopted:** 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

Request for Funding

Mr. Stickels advised Council of a request for funding from the Sussex League of Women Voters for the publication of the pamphlet called "They Represent You". In their letter, the League thanks the Council for the \$1,000 included in the FY 2005 Budget for the pamphlet; however, they note that this year, the cost of printing the pamphlet is \$2,250.

M 618 04 Councilmanic Grant A Motion was made by Mr. Cole, seconded by Mr. Jones, to give \$1,250.00 (\$250.00 from each Councilmanic Account) to the Sussex League of Women Voters for the publication of the pamphlet called "They Represent You".

Motion Adopted: 5 Yea.

Vote by Roll Call: Mr. Phillips, Yea; Mr. Cole, Yea;

Mr. Rogers, Yea; Mr. Jones, Yea;

Mr. Dukes, Yea

Proposed Ordinance

Mr. Phillips introduced the Proposed Ordinance entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN A GR GENERAL RESIDENTIAL DISTRICT FOR A CONTRACTOR'S EQUIPMENT STORAGE BUILDING AND YARD TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 2.67 ACRES, MORE OR LESS" (Conditional Use No. 1599) filed on behalf of Oneida Justice. The Proposed Ordinance will be advertised for Public Hearing.

Proposed Ordinance

Mr. Phillips introduced the Proposed Ordinance entitled "AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A C-1 GENERAL COMMERCIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 2.8274 ACRES, MORE OR LESS" (Change of Zone No. 1571) filed on behalf of Gregory T. White. The Proposed Ordinance will be advertised for Public Hearing.

Proposed Ordinance

Mr. Phillips introduced the Proposed Ordinance entitled "AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM A MR MEDIUM DENSITY RESIDENTIAL DISTRICT TO A MR-RPC MEDIUM DENSITY RESIDENTIAL DISTRICT-RESIDENTIAL PLANNED COMMUNITY FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 79.432 ACRES, MORE OR LESS"

(Change of Zone No. 1572) filed on behalf of Riverview, LLC. The Proposed Ordinance will be advertised for Public Hearing.

Additional Business

Dan Kramer questioned the Council on how many times land use ordinances have had to go back and be reworked. He also recommended that the County Attorney draft the ordinances.

M 619 04 Adjourn

A Motion was made by Mr. Jones, seconded by Mr. Phillips, to adjourn at 12:50 p.m. Motion Adopted by Voice Vote.

Respectfully submitted,

Robin A. Griffith Clerk of the Council