

MINUTES
SPECIAL COMMISSION MEETING
OPEN SESSION / EXECUTIVE SESSION – PERSONNEL MATTERS
NOVEMBER 28, 2011 – 10:00 A.M.
TOWN HALL

I. CALL TO ORDER

The meeting was called to order by President Correll at 10:04 A.M. Present: Commissioners Paul Kovack, Jay Mervine, Steve McCarron, Lawrence Tassone, Town Manager Burke, Town Solicitor Dennis Schrader and Finance Director Jesse Savage.

II. QUORUM PRESENT

President Correll reported a quorum was present to conduct the business of the Town of Bridgeville. President Correll advised this meeting was convened to amend the Solid Waste and Recycling Collection and Disposal Agreement and to hold an Executive Session concerning personnel matters.

III. FIRST AMENDMENT TO SOLID WASTE AND RECYCLING COLLECTION AND DISPOSAL AGREEMENT

Town Manager Burke advised the solid waste and recycling services contract was awarded to Waste Management (WM) for \$13.25 per month/per customer. Following the contract award, Town Manager Burke and Town staff discussed the possibility of WM taking over the billing from the Town. Currently, the Town bills \$14.00 monthly for trash/recycling on the water/sewer bills. Town Manager Burke believes the employees spend an inordinate amount of time on phone calls, address changes, etc. and it is prudent to turn the billing over to the trash company. WM would receive the entire \$14.00 trash/recycle fee (an extra \$.75 per customer/per month) for their services. WM will bill quarterly and all facets of trash/recycling services will go through WM. It is a wise decision because the Town does not mandate trash pick-up for all residents and he believes it would free-up the staff for essential work. Solicitor Schrader drafted the amendment and explained that WM will receive the entire \$14.00 per month from each trash/recycling resident (an increase of \$.75 from their winning bid of \$13.25) for billing Bridgeville customers individually.

Commissioner Kovack questioned the money in the FY2011 budget for trash billing services. Finance Director Savage advised that budget figure will be considered in the mid-year budget amendment and believes other monies will make-up for this loss of revenue.

Commissioner Tassone expressed concern for residents in Section 8 housing who might be encumbered by a bill for three months of service instead of one. Commissioner Kovack also mentioned his constituents on fixed income and expressed concern that when MT Trash sold to WM, MT owner, Mr. Stang, advised there would be no changes. Commissioner Tassone believes that was based on the remainder of that contract, which has since expired. Town

Manager Burke has not received any phone calls from anyone who indicated they would struggle financially with a 3-month billing cycle. He added that staff members April Buckler and Peggy Smith have been fielding the calls from residents.

President Correll expressed concern about the bid process being initiated several months later than it should have been. The bidding process should have started much earlier and this billing change should have been included in the proposed contract, rather than an amendment after the fact. We cannot procrastinate with important issues like this. She has had many calls about the billing. It was clarified that the last garbage bill the Town sent was the October billing. WM will start with a November/December/January billing.

President Correll understands that WM was scheduled to take over the billing in January, not November. Commissioner Kovack added that his phone calls have been concerns from residents about being billed by WM for services promised, not for services rendered. He acknowledged that calling a large company for information or problems can be very frustrating because the WM representative knows nothing about our contract arrangements in Bridgeville.

Commissioner Mervine advised the \$.75 per customer, per month is a budgetary loss to the Town. He asked if the reduction of responsibility is worth the loss of revenue. Finance Director Savage advised the Town receives many calls concerning what WM has or hasn't done and that can be burdensome. From his perspective, it's a matter of correct reconciliation; if the Town receives a phone call to cancel trash, we cancel it on the day requested, whereas, WM may or may not stop servicing/billing at that exact time. When WM sends Finance Director Savage a bill for 617.5 customers for a month, we have to trust their billing agrees with our records. The Town does an audit of the garbage list every three months, which takes a lot of time. Finance Director Savage ultimately feels it is worth the lost revenue.

President Correll advised residents are telling her that when they call WM there is no record of their contract because it is a part of the Town contract, which is frustrating and counter-productive. She also believes that the residents would have been more receptive if they had known about the change in advance. She has heard no complaints about it being a quarterly billing.

Town Manager Burke advised Town staff have been doing all the work and the issues, changes, cancellations never end. He believes if the Town mandated trash for all Town properties, it would be advantageous for the Town to bill for trash. Under these circumstances, we would receive a lower rate, better customer service, a cleaner Town and just one trash truck, with less wear and tear on our streets.

Commissioner Tassone related that WM is a large corporation and a customer must allocate up to an hour of time to wait for a live person to talk to. We have been spoiled with MT Trash having been local. Solicitor Schrader added that big fish swallow smaller fish.

This amendment relates to billing and collection only. Town Manager Burke admitted he didn't consider changing the billing until after the contract was signed. He first approached the staff with the idea and with positive feedback contacted President Correll about the proposed change. The target date for the billing change was January 1st and WM jumped ahead. Town Manager Burke takes responsibility for this transition not going smoothly, although WM jumped the gun by two months; it was out of Town Manager Burke's control.

Commissioner Tassone made a motion to approve the First Amendment to the Solid Waste and Recycling Collection and Disposal Agreement, providing Waste Management with the additional \$.75 payment per customer/per month. Commissioner Kovack seconded the motion. Motion carried. The votes were recorded as follows:

Commissioner Kovack	Yes
Commissioner McCarron	Yes
Commissioner Mervine	Yes
Commissioner Tassone	Yes
President Correll	Yes

Solicitor Schrader suggested using the website to announce information such as this. It is an easy way to get curative information to the residents. Finance Director Savage advised the new website goes live today. Commissioner Tassone asked if the Town has gathered a large number of resident emails. Town Manager Burke advised the current list is sparse. Commissioner Tassone believes the email list he has of all Heritage Shores residents is vital to him concerning quickly passing out information. There are many older people in Town who don't bother with email, but Commissioner Tassone believes we could potentially reach 90% with email. The Town staff has been collecting email addresses from residents who stop by Town Hall to pay their water bills, but only a small percentage of residents come to the office.

Finance Director Savage advised He and April will begin to remove garbage charges from the water/sewer bills immediately. The message on November water bills will concern the billing change to WM.

Solicitor Schrader questioned whether water/sewer billing would be more economical if billed quarterly. Commissioner Mervine understands from Finance Director Savage that there could be cash flow problems with quarterly billing. Town Manager Burke advised there are pros and cons concerning cash flow vs. additional paperwork. He will be glad to look into it. Commissioner Mervine believes it is a good communications vehicle to send the bill monthly. If the garbage bill and water/sewer bill are quarterly, elderly or irresponsible residents might have problems saving for both. It was decided not to pursue this avenue of discussion at this time.

IV. EXECUTIVE SESSION – PERSONNEL MATTERS

Commissioner Tassone made a motion to go into Executive Session. Commissioner McCarron seconded the motion. Motion carried. The Commissioners of Bridgeville went into Executive Session at 10:28 A.M.

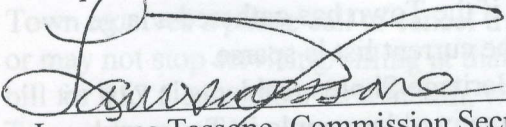
V. RE-CONVENE OPEN SESSION

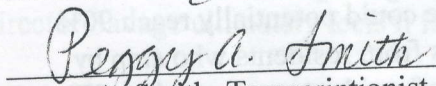
Commissioner Tassone made a motion to re-convene the regular session. Commissioner Mervine seconded the motion. Motion carried. The Commission re-convened the open session at 12:35 P.M. President Correll advised the Commission discussed personnel matters and no votes were taken.

VI. ADJOURNMENT

Commissioner Tassone made a motion to adjourn the meeting. Commissioner Mervine seconded the motion. Motion carried. The meeting was adjourned at 12:35 P.M.

Respectfully submitted:


Lawrence Tassone, Commission Secretary


Peggy A. Smith, Transcriptionist