

**MINUTES  
COMMISSIONERS OF BRIDGEVILLE  
MAY 11, 2015 –7:00 P.M.  
TOWN HALL**

**I. CALL TO ORDER**

The meeting was called to order at 7:00 P.M. by President Pat Correll. Present: Commissioners Kevin Carson, Sharon McDowell, Jay Mervine, Lawrence Tassone, Town Manager Jesse Savage and Solicitor Dennis Schrader.

**II. QUORUM PRESENT**

President Correll reported a quorum was present; all five Commissioners were in attendance to discuss the business of the Town of Bridgeville.

**III. APPROVAL OF AGENDA**

Motion to approve the Agenda as written – Tassone; 2<sup>nd</sup> – Mervine; motion carried.

**IV. APPROVAL OF MINUTES**

Motion to approve the minutes from the March 26<sup>th</sup> Wastewater Workshop, the April 13<sup>th</sup> Executive Session and the April 13<sup>th</sup> Commission meeting – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

**V. CORRESPONDENCE**

A letter was received from the Delaware Commission of Veterans Affairs inviting the Commissioners to a Memorial Day Service at the Delaware Veterans Memorial Cemetery in Bear, Delaware on Monday, May 25<sup>th</sup> at 11:00 A.M. The Commissioners are also invited to a Memorial Day Service at the War Memorial Plaza, Delaware Memorial Bridge on Saturday, May 30<sup>th</sup> at 10:30 A.M.

The Town has received notification from Mr. Ben Muldrow of a Community Development Vision Plan Workshop scheduled for June 30<sup>th</sup> and July 2<sup>nd</sup> at the Bridgeville Public Library at 6:00 P.M.

**VI. APPROVAL OF FINANCIAL STATEMENTS AND BILLS PAYABLE**

Balance Sheet – April, 2015

General Fund – \$282,786, an increase of \$51,833 over last month

Library Fund – \$1,691

All Accounts – \$1,320,950, an increase of \$43,341

Accounts Receivable – \$241,806

Budget Report Target – 83% (10 months into budget year)

Income – \$2,256,657 – 84% of budget

Expenses – \$2,059,446 – 77% of budget

Net Income – \$197,211

Accounts Payable

Bills – \$92,561

Expected Expenses – \$120,600 (including health insurance, payroll, utilities, etc.)

Total estimated amount to be approved – \$213,161

It was clarified that the Accounts Payable line item of \$57,178.97 is a loan to be paid back.

Motion to approve the bills as presented – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

## **VII. TOWN REPORTS**

Commissioner Tassone questioned the Water Department report of a leak on Walnut St. Town Manager Savage advised the leak did not involve the Walnut St. Water Main project contractor. Additionally, the faulty meter cables in the Water Report were under warranty and the water meter company is Sensus.

It was clarified the re-paving at the entrance to Heritage Shores involved Street Superintendent Passwaters' regular pot-hole repairs.

President Correll expressed concern about the 13 grass violations in April. Additionally, residents are putting grass clippings in the street and clogging storm drains. She would like to see new owners be made aware of these important issues.

## **VIII. CITIZEN'S PRIVILEGE**

Mrs. Jacqueline Vogle requested permission to ask questions during the Heritage Shores Special Tax Report Agenda item. President Correll advised they would not entertain questions concerning that topic, since Heritage Shores had a Workshop with the Bond Council. Mrs. Vogle would like her questions and answers on the record, rather than discussing them privately. She questioned the price reduction on various lots in Phases I – III, prepayment and payment schedules for the various phases. She believes part of the money should be given back to the homeowners.

Commissioner Mervine advised her questions are out of the purview of the Town Commission and should be dealt with by MuniCap. Mrs. Vogle believes that since the Town approved the Ordinance for the Special Tax District, they have responsibility concerning the issue.

Ms. Dottie Harper from Heritage Shores advised MuniCap has responded to every inquiry they have received concerning the bond issue. Not meeting individual expectations because of the way the bond was handled doesn't mean the bond was not handled properly. She believes any concerns should go to MuniCap and they have answered all questions to the best of their ability. Mrs. Vogle is concerned that MuniCap's actions meet Delaware law and believes aspects of the documents have been overlooked, according to legislative attorneys she has contacted.

Mrs. Ruth Skala from 108 Whistling Duck Dr. advised the Bridgeville Public Library Friends group is hosting a fundraiser on Saturday June 13 from noon until 4:00 P.M. called "Jumping June Jamboree." The cost is \$5.00 for adults and \$2.50 for children.

**IX. OLD BUSINESS**

**A. Dollar General Store –Final Plan Approval**

Per Solicitor Schrader, the Commissioners are reviewing Dollar General's final plan to assure the conditions imposed on the preliminary plan have been met by the developer. Mr. Gary Bialus from the Zaremba Group, the developer for Dollar General, advised they came before the Town approximately seven months ago. At that time the Commission requested submission of final approval from DelDOT, Soil Conservation and the State Fire Marshall, along with an engineer report, which have been provided. No changes have been made to the site plan.

Commissioner Mervine asked for assurance that the serious and on-going trash problem at the current Dollar General Store will not continue with the new store. Mr. Bialus advised the company owns this store and they take greater pride in the stores they own. The manager is aware of his/her obligation concerning trash and the Town may need to remind him/her of that responsibility.

President Correll asked if the building will be brick. Mr. Bialus advised that is true.

Dollar General is reserving space on the corner for the Town sign. President Correll would like it placed right on the corner. Mr. Bialus advised at a later date they will meet with the Town to determine exactly how the sign should face. It will require an easement from the Town, drafted by Dollar General.

Motion to approve the Final Development Plan for a Dollar General store at the corner of Main and Market Sts. – Mervine; 2<sup>nd</sup> – Tassone; motion carried with a vote of 4 in favor and 1 against.

**B. Smith Annexation Information**

Solicitor Schrader advised the Annexation is scheduled for Thursday, May 14, 2015, with voting from 3:00 P.M. to 7:00 P.M. The deadline for voter registration has passed.

Town Manager Savage advised the property is at 502 S. Main St., with a home on the lot. The owner is interested in annexing into the Town to receive Town utilities.

**X. NEW BUSINESS**

**A. Heritage Shores Special Tax Report - MuniCap**

Ms. Amanda Metzler represented MuniCap concerning the levy of Special Taxes at the Heritage Shores development for the 2015-16 fiscal year. The documentation is available for review at Town Hall.

She advised as of July 1, 2014, the 2005A bonds are the only bonds outstanding. Account balances are found on page 2 of the report. Page 3 reports the Rate of Return at 0.01%. The Special Tax requirement for the 2015-16 fiscal year is shown on page 4, Table C – \$1,215,000 (a 6% decrease from the prior year). As of the date of this report, there were a total of 473 developed units, 383 detached and 90 attached.

The reduced assigned Special Tax for 2015-2016 is: detached – \$2,540.38 and attached – \$1,734.08. The total Special Tax requirement for fiscal year 2015-2016 is \$1,215,000.

Motion to approve the Special Tax Report – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

**B. Charter Amendment – Annexation – Consideration and Referral to General Assembly**

Solicitor Schrader reported a shorter method for single parcel annexation was proposed at the April Commission meeting. Senator Pettyjohn and Representative Wilson commented with approval by the Commissioners, they would bring it to the General Assembly before the end of this Legislative Session. Solicitor Schrader has prepared a document to provide for annexation of contiguous territory of 5 acres or less without a Referendum. An Ordinance would be enacted to bring the property into Town limits. Additionally, any public Rights-of-Way which are adjacent to the parcel (i.e. streets, roads, alleys, ditches, canals, branches) would also be brought into Town without any gaps in Police coverage, etc. This is a common situation; the septic system has failed and the state will not allow the property owner to continue on well water. A contiguous property is necessary for Annexation.

Motion to approve the Charter Amendment and refer it to the General Assembly – Carson; 2<sup>nd</sup> – Mervine; motion carried 5 to 0.

**C. Charter Amendment – Power to Borrow Money – Consideration and Referral to General Assembly**

Solicitor Schrader advised this Amendment to the Town Charter would allow the Town to refinance existing debt for proper municipal purposes by issuing bonds or other obligations without the time and expense of a Referendum. This should not be confused with new debt for a new project, which would still require a Referendum.

Motion to approve the Charter Amendment and refer it to the General Assembly – Carson; - 2<sup>nd</sup> – Tassone; motion carried 5 to 0.

**XI. INTRODUCTION OF ORDINANCE(S)**

There were no Ordinances to be introduced at this meeting.

**XII. GOOD OF THE ORDER**

President Correll reminded everyone of the Bridgeville Memorial Day Celebration on Monday, May 25<sup>th</sup> at the Bridgeville Cemetery, 9:30 A.M.

President Correll reported the Commission has placed \$3,000 in the budget for Economic Development and has received a proposed Economic Development brochure from Mrs. Ruth Skala, a member of the Economic Development Committee. Mrs. Skala produced a small order of brochures to test the contents. They will print more after approval. The committee is already in dialogue with interested parties and a formal stationary should be approved after the upcoming Charrette on June 30<sup>th</sup> and July 2<sup>nd</sup> at the Bridgeville Public Library, 6:00 P.M.

Solicitor Schrader commented that the proposed flyer refers predominantly to Heritage Shores and not to the rest of the Town; it understates the older portion of Bridgeville. Mrs. Skala advised the Town's population is quadrupling due to Heritage Shores. You can't get much economic development if you don't

have the people. It is not meant to be about Heritage Shores and she has no problem with re-writing the brochure. President Correll suggested the Commissioners review the brochure and recommend changes.

Commissioner Carson complimented Mrs. Skala on the brochure and suggested including a picture of the new high school and information about the district, as the school system is an economic driver. Commissioner McDowell congratulated Mrs. Skala on the choice of pictures and suggested the writing should be more diverse. Commissioner Carson believes the Commission President and Town Manager should make final decisions.

Town Manager Savage reported this is National Police Officer's Week. He requested that everyone recognize our officers this week. It was also noted that the next "Coffee with Cops" will be in June.

Commissioner Carson thanked Street Superintendent Passwaters for taking care of potholes and thanked Mrs. Margaret Sipple and friends for their beautification projects around Town. He also appreciates the progress of the Town staff in electronic posting of reports, etc. He requested that the next Town Newsletter include an article concerning the new Dollar General Store and reminders about grass cuttings and sewer drains throughout Town.

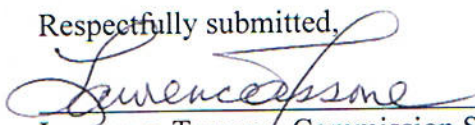
Commissioner Carson brought up the Kiwanis Club's responsibilities concerning hanging flags, Christmas lights, etc. throughout the year, with the help of the high school Key Club. They receive assistance from the Police Department, as well as a bucket truck from Mr. Hunsberger to decorate the Town for occasions. He asked that the Town contact its insurance carrier concerning liability coverage for these events, when the Club is acting on behalf of the Town. Is there a liability issue and does the current insurance cover it? Does the Town need a rider for an organization that acts on behalf of the Town? It is a potentially dangerous situation.

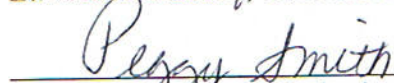
President Correll advised Mrs. Margaret Sipple has volunteered to keep the Town flower barrels watered and in good shape. President Correll is not able to assist and Mr. Bruce Williamson has left Town employment. She is asking for a group to keep the barrels tended. Town Manager Savage advised the Town initiated a Beautification Committee in 2007; however, it really never got off the ground. Perhaps it could be resurrected. Mrs. Skala questioned whether there are individuals who need Community Service hours. The Future Farmers of America may also be a group to approach. President Correll reported she believes the ROTC is going to help with watering.

### **XIII. ADJOURNMENT**

Motion to adjourn – McDowell; 2<sup>nd</sup> – Mervine; motion carried. The meeting was adjourned at 7:58 P.M.

Respectfully submitted,

  
Lawrence Tassone, Commission Secretary

  
Peggy Smith, Transcriptionist