



**MINUTES
COMMISSIONERS WORKSHOP
August 31, 2017 – 5:00 P.M.
TOWN HALL**

I. CALL TO ORDER

The meeting was called to order at 5:00 P.M. by President Pat Correll. Present: Commissioners Tim Banks, Lawrence Tassone, Sharon McDowell, Tom Carey [arrived at 5:01 pm] and Town Manager Jesse Savage.

II. QUORUM PRESENT

President Correll reported a quorum was present to discuss Bridgeville Town business. President Correll stated that the Executive Session to discuss personnel will be added to the end of the Agenda. – Tassone; 2nd – Banks; motion carried.

III. OPEN DISCUSSION (No action will be taken)

A. Meter Reading Equipment Upgrade

Scott Kimble, Water Superintendent, gave a presentation about the meter reading equipment upgrade to the Commissioners. He stated that the upgrade is required and will cost the Town \$7,500, which is already in the budget for the current year. The Commissioners will vote on the Spectrum Lease Agreement at the Commission Meeting, September 11, 2017.

B. Parking Regulations

Town Manager, Savage, discussed that Jerry was not able to make it due to a doctor's appointment. He stated that the code states that you have to park on erosion resident material. He stated that the Town is discussing a policy to provide residents with the stones and the Town would bill the residents. The Commissioners also discussed the sidewalk issues.

President Correll stated that Dave Wilson has talked to DelDot about the crossing in front of the Woodbridge School on Church Street. President Correll also stated that she went to the school and informed them that they would have to request the crossing.

C. Property Tax Increase

The property tax increase ordinance will not be brought up at this time.

D. FY17 Budget Review

Town Manager Savage stated that Year-end actuals for income were \$2,594,164.00, about 3% less than was budgeted for and for expense were \$2,575,523.00, about 4% less than was budgeted for. Total General Fund experienced a deficit in the amount of \$19,816. The

Wastewater Enterprise Income was \$15,870 and the Water Enterprise income was \$22,587. The Town did not have to use transfer tax revenues in the FY17 year.

IV. GOOD OF THE ORDER

President Correll discussed with the Commission about the branding and the consistency of the Seal of Bridgeville on the letterhead.

Town Manager, Savage stated that the Town is going to start accepting tree limbs from residents. He said that it will be \$10 a bundle if you bring it yourself and \$25 if the Town picks it up. The residents will have to come to Town Hall, show ID, sign a document stating that the limbs came from their property and pay, and then they will be escorted to the dumpster.

Town Manager Savage stated that the Town did receive a bid to demolish 410/412 Market Street for \$10,000, which includes everything.

Town Manager Savage asked the Commissioners if they all had a copy of the Personal Policy and they all did except Commission McDowell.

Town Manager Savage stated that they are going to have to change the day of the month that they do the workshops and he asked the Commissioners if Tuesdays would be okay or the 3rd Thursday of the month. They decided on the 3rd Thursday at 5:00 pm.

V. EXECUTIVE SESSION

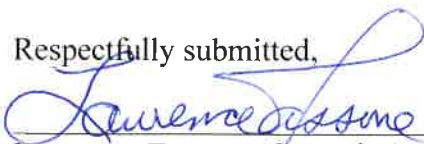
Motion to move into Executive Session – Tassone; 2nd – Banks. The meeting went into Executive Session at 5:40 P.M. Motion carried.

Motion to come out of Executive Session- Tassone; 2nd- Banks. The Commission returned to Regular Session at 6:15 P.M.

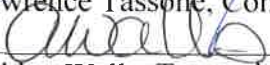
VI. ADJOURNMENT

Motion to adjourn – Tassone; 2nd – Banks. The meeting was adjourned at 6:17 P.M.

Respectfully submitted,



Lawrence Tassone, Commission Secretary



Ashley Walls, Transcriptionist