



MINUTES
COMMISSIONERS WORKSHOP
January 30, 2018 – 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 Lawrence Tassone, Sharon McDowell, Tom Carey, Tim Banks and Town Manager Jesse Savage.

II. QUORUM PRESENT

President Correll reported a quorum was present to discuss Bridgeville Town business.

III. OPEN DISCUSSION

A. New Police Department Presentation-DBF

Mike Wigley was present, representing Davis Bowen and Friedel, Inc, the Town's engineer firm. Regarding necessary permitting and approvals, Mr. Wigley stated that they have obtained DHSS and DNREC final approvals. Mr. Wigley stated that the Fire Marshal's comments have come back, which have been incorporated into the plans that have been re-submitted for final approval. Mr. Wigley stated that Soil Conservation's comments have come back as well and DBF will be re-submitting for their final approval. DelDOT's comments have been come back and plans will be re-submitted to them once they have been revised. Mr. Wigley then discussed the site plan and floor plan with the Commissioners.

Commissioner Carey asked about the interview room and if there will be wiring for video. Mr. Wigley stated that there would be. Commissioner Carey asked if there will be ceramic drywall from ceiling to floor in the public lobby or just a built proof window. Mr. Wigley stated that he would confirm it, but the walls that divide the police department will have ceramic drywall. Commissioner Carey asked about the armory as well. Mr. Wigley stated that it will be concrete block from the ceiling to the floor. Commissioner Carey asked if there was any way to cap that. Mr. Wigley stated that he will make sure that no one can get in from above.

Commissioner Carey asked if the doors will be steal or ballistic glass doors. Mr. Wigley stated that the main entrance door will be a steel door. Commissioner Carey asked about the back exit doors. Mr. Wigley stated they would be steel as well. Commissioner Carey asked if there were any regular windows in the building. Mr. Wigley stated no. Commissioner Carey asked if the windows could have a ballistic glazing on the windows. Mr. Wigley stated that he would check into that.

Chief Parker discussed hardware and the generator with the Commissioners.

B. FY18 Budget Amendment Review

Town Manager Savage presented the FY18 Operating Budget Amendment to the Commissioners. Town Manager Savage stated that he has included a cost of living increase in this Amendment. Town Manager Savage discussed tree removal with the Commissioners. Town Manager Savage discussed the Brine spray tank that Scott & Rick have been working on instead of using salt on the roads. Town Manager Savage discussed the Capital Budget with the Commissioners and the necessary amendments to the capital improvement plan budget. It was stated that Resolutions would be drafted for their review, which would be on the February agenda for approval.

C. Audit RFP

Town Manager Savage stated that the deadline to submit a bid is January 31st at 3 pm and that he has received two so far.

D. Board of Adjustment (BOA)- Appointments and State Legalization

Town Manager Savage stated that four out of the five BOA members have resigned. A Public Notice requesting interested persons to contact Town Hall has been prepared. Per the Town Code, we need five members on the BOA Committee. Town Manager Savage stated that a letter of interest and a resume is needed. Town Manager Savage discussed legislation that may be passed that would reconfigure the makeup of the BOA and make most cities and towns in Delaware the same.

E. Miscellaneous

Town Manager Savage stated that the DelDOT construction project at Route 18 and Route 404 is getting ready to start.

Town Manager Savage stated that the Library's open house for their kid's area is Thursday, February 1st at 10 a.m.

Commissioner Banks discussed working with other area Pastors in regards to building relationships between the Police Department and town residents.

IV. GOOD OF THE ORDER

None

V. ADJOURNMENT

Motion to adjourn – Banks; 2nd – Carey; motion carried. The meeting was adjourned at 6:13 P.M.

Respectfully submitted,

Lawrence Tassone, Commission Secretary

Ashley Walls, Transcriptionist

DRAFT