



**MINUTES  
COMMISSIONERS OF BRIDGEVILLE  
JANUARY 8, 2018 – 7:00 P.M.  
BRIDGEVILLE TOWN HALL**

**I. CALL TO ORDER**

The meeting was called to order at 7:00 P.M. by President Pat Correll. Present: Commissioners Lawrence Tassone, Tim Banks, Tom Carey, Sharon McDowell, Town Manager Jesse Savage and Solicitor Dennis Schrader. The meeting began with the Flag Salute and Prayer.

**II. QUORUM PRESENT**

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

**III. APPROVAL OF AGENDA**

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

**IV. APPROVAL OF MINUTES**

Motion to approve the Minutes from the December 11<sup>th</sup> Commission Meeting and December 21<sup>st</sup> Commission Workshop - Tassone; 2<sup>nd</sup> – McDowell; motion carried.

**V. CORRESPONDENCE**

There was no Correspondence.

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

Balance Sheet – December 31, 2017

General Fund – \$1,310,711 (decrease of \$129,300 from last month)

All Accounts – \$3,035,928 (decrease of \$127,465)

Accounts Receivable – \$110,531

Budget Report Target – 50% (6 month into budget year)

Income – \$1,778,433 (Income at 66% of the budget)

Expenses – \$1,204,591 (Expenses 45% of the budget)

Net Income – \$573,841

Accounts Payable

Bills – \$49,897 Expected Expenses – \$114,800 Total estimated amount for approval – \$164,697

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

**VII. TOWN REPORTS**

The Commission reviewed the reports from the Town departments.

**VIII. CITIZEN'S PRIVILEGE**

None.

**IX. OLD BUSINESS**

None.

**X. NEW BUSINESS**

**A. CBDG Public Hearing- Brad Whaley**

Mr. Mike Jones was in attendance representing the Sussex Community Block Office. Mr. Jones discussed the Community Block Development Grant Program to the Commissioners. Mr. Jones stated that Kent and Sussex County apply for the funding on a competitive basis. Mr. Jones stated that the purpose of the funding is to assist low to moderate-income residents with housing issues. Mr. Jones stated that this program has helped the Town of Bridgeville in the past with their demolitions. Mr. Jones stated that one of the requirements is to hold a public hearing in order for him to explain the program and give an update. Mr. Jones stated that income guide lines are that must be a moderate-income family; one person can make up to \$35,500 a year and it goes up \$5,000 a year for each person, once it gets up to 4 people there is a limit of \$50,000 a year to qualify for the program. Mr. Jones stated that a few things that a grantee would need are less than \$15,000 in the bank as liquid assets and the homes have to be insured. Mr. Jones stated that the homes have to be occupied by the homeowner themselves- it cannot not a rental property. Mr. Jones stated that over the past 15 years the Town of Bridgeville has received over \$607,000 in funding. Mr. Jones stated that they have helped over 47 families during that period. Mr. Jones stated that currently the Town of Bridgeville only has six people on the waiting list. Mr. Jones stated that they are going to be getting their application together to go to HUD and the Delaware Housing Authority on January 15, 2018. Mr. Jones stated that if the Town of Bridgeville could get up to 8 or 10 families that would be better. Mr. Jones stated that last year the Town of Bridgeville did not receive any of the funds.

Commissioner Banks asked if the Sussex Community Block Office has ever come across a home that they cannot rehabilitate and have to walk away from it. Mr. Jones stated that they have.

Commissioner Banks asked if the residents come to the Town Hall and put in an application. Mr. Jones stated that they can do that or the residents can give him a call at (302) 855-7777 and do it over the phone.

Commissioner McDowell asked where the money comes from for the CBDG. Mr. Jones stated that it comes from HUD (Federal Government) through the Delaware State Housing Authority.

Motion to participate in the Community Block Development Grant Program-Banks; 2nd – Carey; motion carried.

**B. FY17 Audit- Lank, Johnson & Tull, CPA**

Rick Tull attended representing Lank, Johnson & Tull, CPA. Mr. Tull discussed the FY17 Audit Report with the Commissioners.

Motion to accept the FY17 Audit -Tassone; 2nd – McDowell; motion carried.

**C. 2017 EM Fund Contribution**

Town Manager Savage stated that the Bridgeville Fire Company has been notified in regards to the \$26,400 that is available in the 2017 EM Fund. The Town received a letter from the Fire Company requesting to use the money to offset the purchase of 14 new portable Motorola radios, which totals \$44,786.00.

Commissioner Tassone asked Chief Parker how these new radios would work with the Police radios and the County radios. Chief Parker stated that with new technology they are able to have similar channels that they both can use now. They use these channels to communicate for events such as Apple Scapple.

Motion to approve the request for funds from the Bridgeville Vol. Fire Department to assist with the purchase of portable radios- Carey; 2nd –Tassone; motion carried.

**D. Economic Development Committee- New Member Approval- Bob Lewis**

Town Manager Savage stated that the EDC has nominated Robert Lewis, 411 Cedar Street as a new member of the Economic Development Committee.

Motion to approve the addition of Bob Lewis to the Economic Development Committee; Tassone; 2nd – Banks; motion carried.

**XI. INTRODUCTION OF ORDINANCES**

There were no new Ordinances introduced.

**XII. GOOD OF THE ORDER**

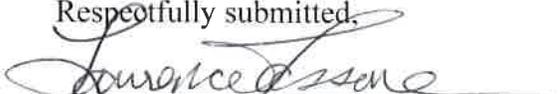
Commissioner Carey asked what the next steps on the Police Station are. Town Manager Savage stated that Chief Parker spoke with the Engineer and there will be a presentation January's Commission Workshop.

President Correll stated that the DLLG has asked the Town to make a stance on the recreational use of Marijuana. The Commissioners generally agreed to take a stance of opposition against the legislation.

**XIII. ADJOURNMENT-**

Motion to adjourn – Tassone; 2<sup>nd</sup> – McDowell; motion carried. The meeting adjourned at 7:48 P.M.

Respectfully submitted,

  
Lawrence Tassone, Commission Secretary

  
Ashley Walls, Transcriptionist