



**MINUTES**  
**COMMISSIONERS WORKSHOP**  
**May 14, 2018 – 5:00 P.M.**  
**TOWN HALL**

**I. CALL TO ORDER**

The meeting was called to order at 5:00 P.M. by President Sharon McDowell. Present: Commissioners Lawrence Tassone, Tom Carey, Bruce Smith, Tim Banks and Town Manager Jesse Savage.

**II. QUORUM PRESENT**

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

**III. OPEN DISCUSSION (No Action Will be Taken)**

**A. FY19 Operating Budget**

Town Manager Savage stated that he has provided a copy of the Resolution to Adopt the FY19 Operating Budget to the Commissioners. The Resolution will be on the June's regular meeting agenda for approval.

**B. Personnel Policy Amendment**

Town Manager Savage discussed changes to the Personal Policy Amendment. Town Manager Savage discussed adding a second floating holiday instead of observing Returns Day every other year. Town Manager Savage discussed employees not being able to be paid overtime if the employee used sick time during the work week. A Resolution to adopt the changes that have been proposed will be on June's regular meeting agenda for approval.

**C. Comprehensive Plan Update**

- Lee Ann Walling stated that she has worked 351 hours so far on the Comprehensive Plan.
- Ms. Walling discussed the Comprehensive Plan Survey results & responses with the Commissioners.
- Ms. Walling discussed the split between old Bridgeville and Heritage Shores. Commissioner Banks discussed the split with North Bridgeville and old Bridgeville and suggested that there is a 3 way split. The Commissioners and Ms. Walling discussed ways to fix the split.
- The Commissioners discussed the current Police Department building.
- Commissioner Banks offered his concerns about the Town's branding efforts.
- Bill Atwood, Planning and Zoning Chairman, discussed the P&Z concerns with Commissioners.

#### IV. EXECUTIVE SESSION- EMPLOYEE SALARIES

Motion to move into Executive Session – Carey; 2<sup>nd</sup> – Smith; the meeting went into Executive Session at 5:56 P.M. Motion carried.

The Commissioners came out of Executive Session at 6:06 P.M.

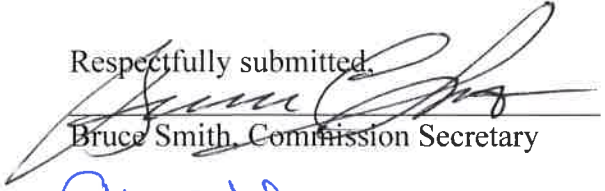
#### V. GOOD OF THE ORDER

- Cindy Woods-112 Jacobs Ave- Mrs. Woods discussed with the Commissioners that she has a canopy, approximately 20x40 for the past few years to keep cats out of the weather. Mrs. Woods stated that the canopy has been up for 3 year and now has she received a notice of violation. The Commission discussed with Mrs. Woods on ways to make this canopy a permanent structure. Town Manager Savage stated that he would talk with the Town Solicitor to see what options might be available and report back at the next workshop.
- Richard Grinnell, EDC Chairman, discussed the signage for the highway with the Commission. Mr. Grinnell stated that he did get two estimates for the signs. Town Manager Savage discussed having designs by the June Commission Meeting to show the Commissioners.
- Richard Grinnell discussed with the Commissioners about the bike trail naming contest. Mr. Grinnell stated that the winning name is “Home Town” and the name will be announced on May 19<sup>th</sup> at 3:00 pm.
- Town Manager Savage discussed with the Commissioners the Sussex County asset forfeiture agreement.
- Town Manager Savage shared with the Commissioners that Peninsula Oil is being bought out by Blue Hen.

#### VI. ADJOURNMENT

Motion to adjourn – Carey; 2<sup>nd</sup> – Smith; motion carried. The meeting was adjourned at 6:47 P.M.

Respectfully submitted,

  
Bruce Smith, Commission Secretary

  
Ashley Walls, Transcriptionist