



**MINUTES**  
**COMMISSIONERS WORKSHOP**  
**February 25, 2019 – 5:00 P.M.**  
**TOWN HALL**

**I. CALL TO ORDER**

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

Absent: Commission President Sharon McDowell

**II. QUORUM PRESENT**

President Pro Tempore Carey reported a quorum was present to discuss Bridgeville Town business.

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

**A. Sussex County Western Sussex Sewer District**

Hanz Medlarz and John Ashman from Sussex County were present for the presentation. Mr. Medlarz stated that Greenwood has approached Sussex County and asked about if a property wanted to join the Western Sussex Sewer District if they could and Mr. Medlarz stated that yes they can.

**1. Development Plan Approvals:** Mr. John Ashman stated that if the Town received a Land Use application that affects Sussex County's system than that applicant needs to review the application. Mr. Medlarz stated that Sussex County's flat fee is \$1,000. Mr. Ashman discussed the Use of Existing Infrastructure Agreement for future properties that become part of the Western Sussex Sewer District. Mr. Ashman stated that Sussex County would like to review all applications that would affect the system. Mr. Ashman stated that when residents come and get a Sussex County permit, they will also have to get a Sussex County Sewer permit (Third Floor). Mr. Medlarz stated that they will be back in about 6 months with another update.

**2. Sewer Charges:** Mr. Medlarz stated that the fee amounts that Sussex County gave before was under the 1.5% of the blended medium income between Bridgeville and Greenwood. Mr. Medlarz stated that the annual charge is now estimated between \$592 and \$612. Mr. Medlarz stated that, that number all depends on how many EDU's are added between now and when Sussex County starts taking the flow. Mr. Medlarz stated that the Sewer connection charge is about the same amount as Bridgeville's.

Commissioner Carey asked when the County will start charging their fees. Mr. Medlarz stated that it all depends on how long the approval process takes.

## **B. Economic Development Committee-New Bylaws & DelDOT Presentation**

Town Manager Savage stated that the Economic Development Committee has come up with New Bylaws. Richard Grinnell, EDC Chairman, was present at the meeting. Mr. Grinnell discussed with the Commission a few of the bylaws, such as 11 EDC members, a nonvoting Commissioner and how to vote off a member who has not been showing up. Town Manager stated that this will be on the March 11<sup>th</sup> Agenda for consideration and approval.

Sue Grinner from the Economic Development Committee stated that Mark Lous from DelDOT was present to provide information and to answer any questions regarding the Signal light cabinets and crosswalks. Mr. Lous stated that when they are ready to go ahead with the signal light cabinets, the Town just needs to email him with the information such as longitude and latitude of the cabinets. Mr. Lous stated that this will be only the second agreement regarding signal cabinets that DelDot has done. Mr. Lous stated that anything on the pavement is a little harder to do because Delaware has not done them before. Mr. Lous stated that DelDot will find it allowable to do the crosswalks unlike the Federal Government. Mr. Lous stated that the concerns he has heard from others at DelDot were possibly concerns with visually impaired and autonomous vehicles (cameras and sensors). Commissioner Carey asked if that one hazard could be with the autonomous vehicles is that it could not read the crosswalks, run the lights or hit pedestrians. Mr. Lous stated that he believes that the auto manufacturers just want uniformity. Commissioner Carey asked about the Federal Government's concerns. Mr. Lous stated that the Federal Government said that it would degrade the white lights of the crosswalks. Sue asked if there are any standards for the intersections. Mr. Lous stated that no there is not because no one in Delaware has done an intersection yet. Commissioner Tassone asked Sue where she got this original information from. Sue stated that she thought it was an EDC member. Commissioner Tassone stated that they should check the Downtown Main Street Program. Sue stated that she did talk to the City of Dover about the signal cabinet artwork and they are the ones that told her about the anti graffiti spray.

## **C. Police Department**

### **1. Body Cameras**

Chief Parker stated that the State of Delaware and the Attorney General has not decided which route they want to go. Chief Parker stated that they either have to have it stored on a server or backed up on a cloud. Chief Parker stated that their vehicle cameras are obsolete. Chief Parker stated that in with the upgrades vehicle cameras which cost \$5,500 they can add body cameras for an extra \$1,000 each. Chief Parker stated that cloud storage a year is about \$2,000 to \$4,000 depending on how much data and a standalone server is roughly \$16,000. Chief Parker stated that there is a State of Delaware policy of when the body cameras are to be on. Chief Parker stated that they have had a grant on the table for the body cameras for about 3 years and it keeps getting tabled. Commissioner Carey stated that he is for body cameras. Chief Parker stated that he will reach out to the AG's office and see if they know which way they are going in regards to storage of the data. Commission Carey asked if they will be going mostly paperless at the new Police Department. Chief Parker stated yes, they will be.

## **2. Equitable Sharing Program**

Chief Parker stated that there are a lot of odds and ends that will add up very quickly in the new Police Department such as security and outfitting the gym. Commissioner Carey asked how much they got through the drug bust. Chief stated \$389,000. Commissioner Carey asked what they cannot use it on. Chief Parker stated that they cannot spend it on brick and mortar or salaries for the Police Officers. Chief Parker stated that it can also offset the money they spend on new police vehicles. Commissioner Carey asked about monitoring the interview room. Chief Parker stated yes, they will have an audio visual recording interview room in which he already has a grant for. Chief Parker stated that the State will be going a walk through next week. Chief Parker stated that he has grants to cover almost all of the brand new computers as well. Town Manager Savage stated that they were thinking about using roughly \$100,000 this year. Chief Parker discussed having a server for the Police Department. Commissioner Smith asked about how often they recycle their weapons. Chief Parker stated that they like to do it about every 5 years. Commissioner Carey asked how often they replace their vests. Chief Parker stated that the shelf life is 5 years and they replace them every 5 years. Chief Parker also stated that they have an aging K-9. Commissioner Carey asked how the new Police Station is coming. Chief Parker stated that it is looking good minus the mud from it raining so much.

### **D. Committee/Board Appointments**

Town Manager Savage reported to the Commissioners that Clint Whaley has turned in a letter of interest for Planning and Zoning instead of being on Board of Adjustments. The Historical Society has also nominated Kelly Davis as their representative.

Town Manager Savage stated that Mark Swarbrick, District #1 and Ken Hutchins, District #2 have turned in their letters of interest for the Board of Adjustments. Mr. Savage stated that both the Planning and Zoning & Board of Adjustment Appointments will be on March 11<sup>th</sup>'s agenda.

### **E. Capital Budget**

Town Manager Savage stated that not much has changed. He stated that they have incorporated the monument that was damaged. , since it was 50% damaged, that is what Town received from the insurance company. Mr. Savage stated that on the Water & Sewer side they added a Pipe locator which was about \$3,500. Mr. Savage stated that the Gateway Plaza reimbursement was added. Mr. Savage stated that he believes that the Town will be getting a commitment from Senator Pettyjohn and Representative Vanderwende for \$72,000 for the paving of the new police station parking lot. Town Manager Savage stated that they are all in about \$1,600,000 for the new Police Department.

## **IV. GOOD OF THE ORDER**

Commissioner Smith stated that his wife works at the Fresenius Medical Center and asked if the Police Officers could come by and say hello. He stated that when they call 911, the State Police come. Chief

Parker stated that it's an error in the CAD system. Chief Parker said he would stop in and give her Bridgeville Police Department's phone number.

Town Manager Savage stated that Planning and Zoning has recommended for approval the Heritage Shores Landscaping Plan Amendment and that it will be on the agenda for March 11<sup>th</sup>'s Commission Meeting.

Town Manager Savage stated that Planning and Zoning has recommended for approval the Wireless Communication Ordinance and that it will be on the agenda for March 11<sup>th</sup>'s Commission Meeting.

Town Manager Savage stated that the Dangerous Building Public Hearing for 107 S Main Street will be on the Agenda for March 11<sup>th</sup>.

Town Manager Savage stated that he had given a spread sheet to the Commissioners regarding in requests for donations.

Town Manager Savage stated that Solicitor Schrader checked the Charter of Bridgeville and that they have to have the Regular Commission Meeting on the second Monday of the Month at 7pm.

Commissioner Smith asked about changing the Code for Recreational Vehicles. Town Manager Savage state that all they have to do is ask for it to be changed and an Ordinance will be drafted.

**V. ADJOURNMENT**

Motion to adjourn – Tassone; 2nd – Smith; motion carried. The meeting was adjourned at 06:28 P.M.

Respectfully submitted,

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Bruce Smith, Commission Secretary

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Ashley Walls, Transcriptionist