



**MINUTES**  
**COMMISSIONERS WORKSHOP**  
**April 29, 2019 – 5:00 P.M.**  
**TOWN HALL**

**I. CALL TO ORDER**

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

**II. QUORUM PRESENT**

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

**III. CITIZEN'S PRIVILEGE**

None

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

**A. Code Review-Business License, Trailers**

Town Manager Savage stated that at one of the last meetings, some citizens had issues with the Business Licenses. Mr. Savage stated that the issues brought up were addressed when the Commissioners adopted the Business License in November. The issue was that the application was not updated to reflect the new regulations. The application has been updated. Mr. Savage stated that the Town wants all businesses licensed in order to have an inventory of local businesses and home-based businesses.

Town Managers Savage stated that Chapter 234, Section 45, Subsection C-1, Major Recreational Equipment has also been brought up at a recent meeting. Town Manager Savage discussed the Code with the Commission. The Commission discussed utility trailers, parking of recreational equipment, commercial trailers and if they need a hardship than they need to go in front of Board of Adjustment. The Commission did agree that all Codes need to be equally enforced.

**B. Sanctuary Playground**

Town Manager Savage stated that the Union United Methodist Church had a Playground Survey completed, which produced a 98-page report. Mr. Savage stated that the cost to repair it would be around \$175,000 and that would last 10 to 15 years. Mr. Savage stated that to replace it would cost nearly \$240,000 and would last about 30 years. Town Manager Savage stated that the Church has decided to demolish it for approximately \$7,000 and they are going to try and save the plastic equipment. Mr. Savage stated that the Church has a committee looking into putting in a smaller playground or similar size but different material. Mr. Savage stated that the Church is

trying to give the engraved planks to the families that purchased them when they were installed. President Carey stated that demolition is scheduled for early May.

### **C. Police Department Staffing**

Chief Parker discussed the possibility of hiring an 8<sup>th</sup> officer with the Commission. Chief Parker discussed a Cops grant with the Commission and that the application is 96 pages. Chief Parker stated that the Cop Grant is a federal program and it assures just the salary for 3 of the 5 years. Chief stated that the Town would have to pick up the benefit package and would have to keep the officer unless that officer left on their own. Town Manager Savage stated that they have used their grant in the past. Chief stated that this would be for the September Police Academy Class. Chief stated that the application ends sometime in the summer. Chief Parker discussed some issues with just 7 Officers with the Commission such as scheduling or sick time. Commissioner Tassone asked about using retired police officers and Chief Parker stated that if they have not kept up with their certifications then we cannot use them. Chief Parker stated that the last two officers that they hired have done an extremely good job.

### **D. Dangerous Building Inspection Request-502 N. Cannon Street**

Town Manager Savage stated that this will be on the May Commission Agenda to elect two Commissioners and an at large member to the Dangerous Building Inspection Board. Mr. Savage stated that CEO Butler has completed the preliminary inspection.

### **E. Downtown Development District Application**

Town Manager Savage stated that based on feedback from the last meeting, Davis Bowen and Fridel has entered into a contract for technical assistance with Mr. Farrell. Town Manager Savage stated that this will cost approximately \$9,000 and he feels that the fee can be covered in the current budget. Town Manager Savage stated that there are only 17 days to finalize this application. Richard Grinnell stated that the State wants them to come up with projects and the old police station could possibly be one if the property was sold to a developer. Town Manager Savage stated that the idea would be to sell the property but with stipulations. Town Manager Savage stated that there has to be special projects and they will be scored by the State. Town Manager Savage stated that the Town has to put together incentive projects for the application.

### **F. Misc.**

The Commission discussed the list from the concerned citizens. President Carey stated that we should have someone look at the O'Leary building to see if it can be renovated for possible EDC use. President Carey stated that the Town Manager has supervisory responsibility over the Code Enforcement Officer. President Carey stated that if you work for the State of Delaware or Sussex County, you have GPS in your vehicles, and that he does not feel the outrage of having GPS in the Town vehicles. The Commission feels the GPS is a good management tool. President Carey stated that the Town Manager is working with the EDC and working on improving in infrastructure for future businesses. Commission Banks asked why this was isolated. President Carey stated that this came from a meeting in March with residents expressing their opinions in a

very loud and rude manner that there should be not Town Manager and that it should go back to Commissioners having authority over the departments. President Carey discussed with the Commission about having the Town Solicitor at every meeting. Pat Correll stated that it cheaper to have him at the meetings than to call him. Commissioner McDowell asked how much is the Town Solicitor per meeting. Town Manager Savage stated \$300 per meeting. Commissioner Tassone stated that is a good deal. Commissioner Banks stated that he sees the point though. Town Manager Savage stated that it is pretty common for Municipalities to have their Solicitor at the meetings but he will do research to find out how many actually do have the Solicitor at meetings. President Carey stated that he believes that is one thing on the list that they can look into.

Town Manager Savage stated that the Town received a letter from Antique Alley requesting the two old Town Entrance signs that were just taken down from the Route 13 median. Mr. Savage stated that the North side one has been installed but the South side one is on hold until drainage issues are fixed. Mr. Savage stated that he has also heard from at least one resident asking to buy one of the signs. Mr. Savage said that one of the signs is still in decent shape but the other one not so much.

Town Manager Savage asked the Commission to think of speakers for S.C.A.T in November.

Town Manager Savage stated that the Town has fulfilled their arrangement with Nanticoke but they can still use any donations going forward.

Town Manager Savage stated that the Woodbridge School District's referendum will be on May 29<sup>th</sup>.

Town Manager Savage discussed May's Workshop date with the Commission since it will fall on a holiday and they decided to not have May's Workshop. The Commission also decided on having their Budget Workshops on May 6 at 10 AM, May 13 at 6 PM and May 22 at 10 AM.

## **V. GOOD OF THE ORDER**

President Carey discussed redistricting with the Commission, that the Census is coming up, a disproportioned number of registered voters and asked when Town Manager Savage thinks would be a good time to start on it. Town Manager Savage stated that he has already talked to John Lasnick at the University of Delaware who handled the technical support for the last one, to enter into an agreement for them to handle the work. Mr. Savage stated you have to wait for the numbers to come out, which would be early 2021. Mr. Savage stated that last time, each Commissioner appointed a resident to be on the Redistricting Committee under the guidance of the Solicitor and Mr. Savage would also be in these meetings along with Technical Support from the University of Delaware.

Commissioner Smith said the Eye Doctor on Antique Alley Road is closing.

Town Manager Savage stated that a Salon opened recently at the old Tony's Pizza Location and that Jimmy's will be reopening soon. Pat Correll stated that Sound FX bought, and will be moving into, the old Waste Management Building.

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**VI. ADJOURNMENT**

Motion to adjourn – Tassone; 2nd – Smith; motion carried. The meeting was adjourned at 06:08 P.M.

Respectfully submitted,

  
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Bruce Smith, Commission Secretary

  
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Ashley Walls, Transcriptionist