



MINUTES
COMMISSIONERS OF BRIDGEVILLE
August 12, 2019 – 7:00 P.M.
BRIDGEVILLE TOWN HALL

I. CALL TO ORDER

President Tom Carey called the meeting to order at 7:00 P.M. Present: Commissioners Lawrence Tassone, Tim Banks, Bruce Smith, & Town Manager Jesse Savage. The meeting began with the Flag Salute and Prayer.

Absent: Commission Sharon McDowell

II. QUORUM PRESENT

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

III. APPROVAL OF AGENDA

Motion to approve the Agenda– Tassone; 2nd – Smith; motion carried (4-0)

IV. APPROVAL OF MINUTES

Motion to approve the Minutes from the June 14th Commission Meeting, the July 1st Commission Workshop and the July 8th Commission Meeting - Tassone; 2nd – Smith; motion carried. (4-0)

V. CORRESPONDENCE

Town Manager Savage stated that the Town received a letter from the Library stating they are going to be celebrating their 100th anniversary of service to the community. Mr. Savage stated that they are going to be having a gala and auction on Friday, November 8th.

Town Manager Savage stated that the Town received a letter from Nanticoke Health Services thanking them for their FY19 donation that was made last month for \$675 for the Cancer Care Center Fund.

VI. APPROVAL OF FINANCIAL STATEMENTS AND BILLS PAYABLE

Balance Sheet – July 31, 2019

General Fund – \$418,073 (increase of \$152,330 from last month)

All Accounts – \$2,392,064 (increase of \$141,837)

Accounts Receivable – \$1,252,479

Budget Report Target – 8% (1 month into budget year)

Income – \$1,112,782 (Income at 40% of the budget)

Expenses – \$193,382 (Expenses 7% of the budget)

Net Income – \$919,400

Accounts Payable

Bills – \$10,140 Expected Expenses – \$115,400 Total estimated amount for approval – \$125,540

Motion to pay the bills as presented – Tassone; 2nd – Smith; motion carried. (4-0)

VII. TOWN REPORTS

The Commission discussed the reports from the multiple departments.

Commissioner Tassone stated that he saw that the Town found the equipment in the pond and asked if they were able to get it out. Town Manager Savage stated they have not but they are getting quotes for a crane service to get it out because of the possibility of ripping the liner if the Town drags it out.

Commissioner Banks asked Chief Parker if there has been any kick back from the Community since the Police Department has taken over the Code Enforcement. Chief Parker stated that some of the residents are confused when he shows up but other than that no kick backs.

Commissioner Tassone asked about the high number of thefts in July. Chief Parker stated that is because the cases are not closed or warrants are pending for the suspect.

VIII. CITIZEN'S PRIVILEGE

Marlene Saunders-5 Oak- Ms. Saunders stated that she thought the "Meet the Commissioner" feature in the newsletter was a great Idea. Ms. Saunders stated that there are some areas with overgrowth of trees and bushes that extend into the streets on the North Side of town. Town Manager stated that Rick Passwaters handed out door knockers regarding overgrowth. Ms. Saunders asked if the Town is going to continue to use the Police Department to enforce the Code. President Carey stated that they are still giving it a trial run. President Carey stated that the residents get to have more of a relationship with the Police Department. Ms. Saunders asked the status on the 508 N. Cannon St. that had caught fire. Town Manager Savage stated that will be inspected by the Sussex County Building Inspector and if he finds that it needs to be condemned, then the Town will condemn it and order demolition. Mr. Savage stated that they are not going through the Dangerous Building Process for this property.

Connie Hartzell- 304 Laws St- Mrs. Hartzell stated that there is only one catch basin on Cedar Street and every time it rains she has water in her yard. Mrs. Hartzell stated that they have had to repair their shed because of the water coming in the yard. Mrs. Hartzell showed the Commissioners pictures. Mrs. Hartzell stated that sometimes the water just lies in the street and that she gets all of the debris from Cedar Street.

Aliceanne Zaras- Whistling Duck- Mrs. Zaras stated that the Fabulous 4th Friday will be on August 23th and she would like to see the Commissioners there. Mrs. Zaras stated that Commissioner Bruce Smith has been there and is their savior with helping out at the Fabulous 4th Fridays.

Bill Atwood-Heritage Shores Military Club- Mr. Atwood stated that they will be having the Navy Jazz Band at Woodbridge Middle School on August 20th. Mr. Atwood stated that the Heritage Shores Military Club has raised almost \$10,000 this year and since they began in 2010 they have raised almost \$40,000. Mr. Phil Clark presented the Commissioners and Town Manager Savage with Certificates.

IX. OLD BUSINESS

None.

X. NEW BUSINESS (Discussion, consideration, and possible voting on)

A. New Police Station- Construction Contract-Change Order #3

Town Manager Savage stated that with this Change order being almost \$11,000, it is a big one. Mr. Savage stated that the building will have a Knox box. Mr. Savage stated that the building now says Bridgeville Police Department instead of Bridgeville Police. Mr. Savage stated that there were some changes from DelDot. Mr. Savage stated that they are looking at a fence on the southern property line and are getting quotes. President Carey asked if the Police Department has starting moving into the building. Chief Parker stated that he is still waiting on the State because they have to come down and move items, and also Comcast keeps shutting off the internet and they are trying to figure out why. Commissioner Tassone asked if there will be a Grant Opening for the Police Department. Chief Parker stated that they may combine the Night out with the Grand Opening this year.

Motion to approve/decline Change order #3 for the New Police Station – Smith; 2nd – Tassone; motion carried (4-0)

B. Planning and Zoning Committee- Vacancy Appointments (Districts 1 & 3)

Town Manager stated that Planning and Zoning Committee has two vacancies due to Duane Pierce and William Atwood resigning. Mr. Savage stated that the Commissioners in Districts 1 & 3 have found a replacement. Mr. Savage stated that in District 1, Marlene Saunders is interested and in District 3, Patricia Correll is interested and would be moving over from Board of Adjustment.

Motion to appoint Dr. Marlene Saunders for District 1 and Patricia Correll for District 3 to the Planning and Zoning Committee. – Banks; 2nd – Smith; motion carried (4-0).

President Carey thanks Mr. Bill Atwood, for everything he has done for the Town as Chairman of the Planning and Zoning Committee.

C. Commissioner Donations/Grants-in-Aid

Town Manager Savage stated that he has given each of the Commissioners a spread sheet.

Motion to approve the donation in the amount of \$150 to Devil Dogs Marine Corp League, \$150 to the Woodbridge JROTC, \$350 to Home of Hope, \$350 to the Bridgeville Public

Library and \$700 to the Nanticoke Memorial Hospital– Banks; 2nd – Smith; motion carried (4-0).

XI. INTRODUCTION OF ORDINANCES

There were no new Ordinances introduced.

XII. GOOD OF THE ORDER

Town Manager state that in regards to the Redistricting Committee, he has Steve Dell from District 2 and Patricia Correll from District 3. Mr. Savage stated that he needs a representative from each district and he would like to get some trainings scheduled.

Town Manager Savage stated that the monthly SCAT dinner has started back up and the first one will be September 11th hosted by Dewey Beach at the Lions Club.

XIII. ADJOURNMENT-

Motion to adjourn – Banks; 2nd – Tassone; motion carried. (4-0) the meeting was adjourned at 7:33 P.M.

Respectfully submitted,

Bruce Smith, Commission Secretary

Ashley Walls, Transcriptionist