



**MINUTES**  
**COMMISSIONERS OF BRIDGEVILLE**  
**October 14, 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 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 as modified – Smith; 2<sup>nd</sup> – Banks; motion carried (3-0)

**IV. APPROVAL OF MINUTES**

Motion to approve the Minutes from the September 9 - Smith; 2<sup>nd</sup> – Banks; motion carried. (3-0)

**V. CORRESPONDENCE**

Town Manager Savage stated that the Town received a letter from the Union United Methodist Church thanking the Town for being a sponsor of their 3<sup>rd</sup> Annual Golf Tournament.

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

Balance Sheet – September 30, 2019

General Fund – \$2,146,047 (increase of \$1,390,203 from last month)

All Accounts – \$4,278,258 (increase of \$1,537,877)

Accounts Receivable – \$393,049

Budget Report Target – 25% (3 month into budget year)

Income – \$1,363,476 (Income at 50% of the budget)

Expenses – \$7 (Expenses 26% of the budget)

Net Income – \$645,081

Accounts Payable

Bills – \$212,332- Total bills paid by Town

Motion to pay the bills as presented – Smith; 2<sup>nd</sup> – Banks; motion carried. (4-0)

**VII. TOWN REPORTS**

The Commission discussed the reports from the multiple departments.

Town Manager Savage stated that he needs to make a correction on his report; Total of Transfer Tax is \$54,412 instead of \$206,836.

President Carey thanked all of the Town Employees for doing a good job and supporting Apple Scrapple.

**VIII. CITIZEN'S PRIVILEGE**

Marlene Saunders-5 Oak- Ms. Saunders asked for an update on 502 N. Cannon Street because the Mortgage Company bought back the property at Sheriff Sale. Town Manager Savage stated that once the sale has been recorded and the Town receives the information, the Town will send them a letter stating it has been condemned, deemed dangerous and normally banks are responsive to that. Town Manager Savage stated that he has spoken with Solicitor Schrader and that the process would have to start over again since the property has changed owners.

Jack Dalton-207 Delaware Ave- Mr. Dalton asked about the Employee Agreement for the Town Manager and if it expires soon. President Carey stated that it expires this fiscal year, 2019-2020. Mr. Dalton stated that he was told 2021. President Carey stated that was incorrect. Mr. Dalton asked if the Commissioners were talking about another five (5) years for the contract. President Carey stated that yes they were. Mr. Dalton asked if Mr. Savage has the qualifications. President Carey stated that yes, he does. Mr. Dalton asked if Mr. Savage has a Master degree. President Carey stated that, a Masters Degree is not a requirement for the position. Mr. Dalton stated that when Mr. Savage was appointed as Town Manager that agreed upon. President Carey stated that he was not on the Commission for that. Mr. Dalton stated that since that there were only three Commissioners that they think about it. President Carey stated that they have already reviewed it and will be voting on it tonight.

**IX. OLD BUSINESS**

None.

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

**A. Employment Agreement-Town Manager**

President Carey stated that the Commissioners have gone through the proposed extension of the current Employment Agreement for an additional five (5) years commenced at the end of this fiscal year.

I make a motion to approve the extension of the Town Manager's Employment Agreement – Smith; 2<sup>nd</sup> – Banks; motion carried (3-0)

**B. Commission Appointment (District 2)**

President Carey stated that the Commissioners have received multiple letters of interest and have spoken with the various Candidates. President Carey stated that it is time for the Commissioners to choose a person to fill Commissioner Tassone's seat and that it will be a temporary appointment as it is up for Election in 2020.

I make a motion to appoint Geoffrey Yoder as the Commissioner for District 2. – Banks; 2<sup>nd</sup> – Smith; motion carried (3-0)

President Carey congratulated Mr. Yoder and stated that he will be sworn in at November 11's Commission Meeting.

**C. Resolution-Golf Tournament Beneficiaries**

President Carey stated that the Bridgeville Charity Golf Tournament was held and is not sure how much was raised. Town Manager Savage stated that the Town is still receiving late Tee Sponsor fees and not sure yet. President Carey stated for the past several years it has been the Bridgeville Lions Club and the Kiwanis.

I make a motion to adopt the Resolution naming Bridgeville Kiwanis Foundation and Bridgeville Lions Club as the beneficiaries of the 2019 Charity Open Golf Tournament.  
– Banks; 2<sup>nd</sup> – Smith; motion carried (3-0)

**D. Grant-in-aid/donations**

Town Manager Savage stated that he is not aware of anything at the moment. Mr. Savage stated that they did discuss briefly about the Church wanting additional funding for the demolition of the playground and they will discuss that at the next workshop.

**XI. INTRODUCTION OF ORDINANCES**

Town Manager Savage stated that each of the Commissioners have a copy of an Ordinance to annex two parcels into the Town at the corner of Cannon and US 13. Mr. Savage stated that one parcel is owned by Balsamo and the other by Norino and both parcels total 3.1047 acres. Mr. Savage stated that a 7-11 is looking to purchase that property and put a new 7-11 there.

Commissioner Smith motioned to introduce an Ordinance annexing into the Town Limits of the Town of Bridgeville the Lands of Balsamo & Norino Properties LLC being Sussex County Tax Parcel No. 131-19.00-8.02 and Sussex County Tax Parcel No. 131-19.00-7.00 containing a total of 3.1047 acres, more or less.

Town Manager Savage stated that the second and third Ordinances are two different versions of the Garbage Code.

Commissioner Smith made a motion to introduce two versions of an Ordinance to amend, Chapter 200 of the Code of the Town of Bridgeville as it related to Solid Waste.

President Carey stated that it will be on the October 25<sup>th</sup> agenda for open discussion.

## **XII. GOOD OF THE ORDER**

Town Manager Savage stated that Halloween will be observed on October 31, Trick or Treating is from 6-8 PM and the Lions will have their Party in the park at 8PM.

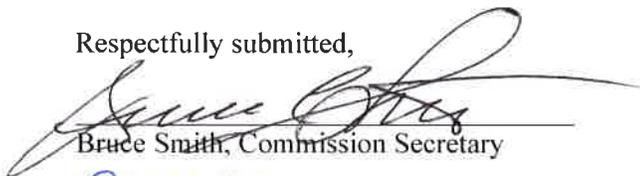
Town Manager Savage stated that Ashley was at Heritage Shores last week for voter registration as part of the Health Fair and she was able to register 57 residents.

Commissioner Smith stated that President Carey won the Scrapple Sling at Apple Scrapple this year. President Carey stated that Mike Vincent won for the State & County Officials and Commissioner Smith stated that Dave Wilson won second. President Carey stated that Dave Genshaw from Seaford won second for the Mayors.

## **XIII. ADJOURNMENT-**

Motion to adjourn – Smith; 2<sup>nd</sup> – Banks; motion carried. (3-0) the meeting was adjourned at 7:18 P.M.

Respectfully submitted,



Bruce Smith, Commission Secretary



Ashley Walls, Transcriptionist