



MINUTES
COMMISSIONERS OF BRIDGEVILLE
November 11, 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, Geoffrey Yoder and Town Manager Jesse Savage. The meeting began with the Flag Salute and Prayer.

Absent: Commission Sharon McDowell

II. NEW COMMISSIONER OATH OF OFFICE

Newly appointed Commissioner Geoffrey Yoder took the Oath of Office, which was administered by Commission President Carey.

III. QUORUM PRESENT

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

IV. APPROVAL OF AGENDA

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

V. APPROVAL OF MINUTES

Motion to approve the Minutes from the September 30th Commission Workshop & October 14th Commission Meeting - Smith; 2nd – Banks; motion carried. (4-0)

VI. CORRESPONDENCE

Town Manager Savage stated that the Town received an invitation from the CHEER Community Center to attend their annual Holiday Thanksgiving Feast. It will be held on November 26, 2019.

VII. APPROVAL OF FINANCIAL STATEMENTS AND BILLS PAYABLE

Balance Sheet – October 31, 2019

General Fund – \$1,004.46

All Accounts – \$3,146,544 (increase of \$1,131,714)

Accounts Receivable – \$434,590

Budget Report Target – 33% (4 month into budget year)

Income – \$1,550,192 (Income at 56% of the budget)

Expenses – \$983,859 (Expenses 36% of the budget)

Net Income – \$566,333

Accounts Payable

Bills – \$225,833- Total bills paid by Town

VIII. TOWN REPORTS

The Commission discussed the reports from the multiple departments.

IX. CITIZEN'S PRIVILEGE

Marlene Saunders-5 Oak- Ms. Saunders asked for an update on 502 N. Cannon Street. Town Manager Savage stated that he has spoken with Mike Milligan, Pemco, who is the property manager for that property and Fanny Mae did buy the property back at the Sheriff Sale. Mr. Savage stated that they are aware of the demolition order and that by law, they will have to do something. President Carey asked if they had a timeframe and Mr. Savage stated that he requested an update earlier that day.

X. OLD BUSINESS

None.

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

A. Crosswalk Art

Town Manager Savage stated that at the last meeting the EDC, made a presentation regarding the Crosswalk Art. Town Manager Savage stated that they have identified three (3) main areas where they would like to do the art. Mr. Savage stated that the next step is for the Commission to approve a right-of-way use agreement for those three (3) areas and then move forward with getting the artwork

Motion to approve a right-of-way use agreement– Smith; 2nd – Banks; motion carried (4-0)

B. ORDINANCE TO AMEND THE UPDATED 2018 COMPREHENSIVE PLAN FOR THE TOWN OF BRIDGEVILLE TO CORRECT MAPPING ERRORS

1. Discussion: Town Manager Savage stated that there were three maps, the Annexation map, the Future Land Use Map and the Zoning map, which had errors.

2. Public Hearing: Town Manager Savage opened the Public Hearing at 7:11. There was no one present to speak for or against this Ordinance. Town Manager Savage closed the Public Hearing at 7:11.

3. **Consideration and possible voting:** Motion to adopt the Ordinance to Amend the Updated 2018 Comprehensive Plan for the Town of Bridgeville to Correct Mapping Errors– Banks; 2nd – Smith; motion carried 4-0)

C. ORDINANCE ANNEXING INTO THE TOWN LIMITS 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.

1. **Discussion:** Town Manager Savage stated that this property is at the Corner of Rt. 13 & Rt. 18 and the Commissioners have discussed this in prior meetings. Mr. Savage stated that it consists of 3.1047 acres. Mike Reiman, Civil Engineer with Becker Morgan Group, made a presentation to the Commissioners regarding the property and stated that the property is in the Town's future use area. Mr. Reiman stated that they are proposing a C-1 zoning use; they have had meetings with DelDot and that this is the first steps of the project. Mr. Reiman stated that their idea is to use the property for a convenience store with gas use.

President Carey asked if that property has a residence on it. Mr. Reiman stated that it currently does.

2. **Public Hearing:** Town Manager Savage opened the Public Hearing at 7:15. Marlene Saunders asked for a landmark for where this property is and what it will be used for. President Carey stated that it is at the Chambers Motors traffic light and he believes it will be used as a convenience store with gas services. There was no one present to speak for or against this Ordinance. Town Manager Savage closed the Public Hearing at 7:18.

3. **Consideration and possible voting:** Motion to adopt the Ordinance annexing in the Town limits 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. –Smith; 2nd – Banks; motion carried (4-0)

D. East Bridgeville Water and Sewer Concept Study Proposal

Town Manager Savage stated that Davis, Bowen and Fridel has put together a proposal to put everything together to see if the Town would like to fund in phases or the information to provide developers with what is required. Jason Loar, Engineer with Davis, Bowen and Fridel stated that they are trying to see what would be most cost effective for the Town and how to proceed. Town Manager Savage stated that the area would be from Royal Farms to Redden Road. Mr. Savage stated that the proposal is in the amount of \$7,500, which is the amount that the Town did budget. President Carey stated that they have discussed before how important this is for the future of the Town.

Motion to approve the proposal from Davis, Bowen and Fridel in the amount of \$7,500 for the completion of a study to consider water & sewer improvements along the Eastern Town limits of Bridgeville– Smith; 2nd – Banks; motion carried (4-0)

E. Cook Street-Project Award (CTF#18-P-PROG-64)

Town Manager Savage stated that the Town did have one (1) bid for the project and it was just shy of \$150,000. Mr. Savage stated that the Town has CTF funding in the amount of \$121,000 which also includes engineering costs. Jason Loar, Davis, Bowen and Fridel, stated that they stressed to the bidders, when it went out to bid, that they wanted this completed before winter because of safety issues, so some of the companies that were going to bid on this project dropped out. Mr. Loar stated that George and Lynch submitted the winning bid and they have no issues with them but because of all of the DelDot issues it basically doubled the price from day one. Mr. Savage stated that what he would ask is that they move forward with this approval, contingent upon acquiring the additional \$50,000 from our Legislators.

Motion to accept the bid from George & Lynch in the amount of \$149,633, for the Cook Street improvement project as recommended by the Town Engineer contingent on getting an additional \$50,000 from the Legislator– Smith; 2nd – Yoder; motion carried (3-0, with one abstention)

F. Grant-in-aid/donations

Town Manager Savage stated that the only request he has is from UUMC, for the additional funds to offset the demo of the playground.

Motion to approve the donation in the amount of \$900 to the Union United Methodist Church as allocated on the spreadsheet– Smith; 2nd – Banks; motion carried (4-0)

G. Misc.

None.

XII. INTRODUCTION OF ORDINANCES

None.

XIII. GOOD OF THE ORDER

Commissioner Yoder reminded the Commissioners of his District 2 Town Hall, November 14, at 7 PM, in the Heritage Shores Ballroom.

Commissioner Banks stated that he will not be at the December meeting due to being out of the Country.

Town Manager Savage reminded the Commissioners to let him know about the SCAT dinner in Rehoboth, December 4 because this one fills up fast.

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President Carey thanked the Veterans for their service and wished everyone a Happy Veteran's Day.

XIV. ADJOURNMENT-

Motion to adjourn – Banks; 2nd – Smith; motion carried. (4-0) the meeting was adjourned at approximately 7:35 P.M.

Respectfully submitted,

Bruce Smith, Commission Secretary

Ashley Walls, Transcriptionist

DRAFT