



MINUTES
COMMISSIONERS OF BRIDGEVILLE
December 09, 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 Bruce Smith, Geoffrey Yoder and Town Manager Jesse Savage. The meeting began with the Flag Salute and Prayer.

Absent: Commissioners Tim Bank & 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 – Smith; 2nd – Yoder; motion carried (3-0)

IV. APPROVAL OF MINUTES

Motion to approve the Minutes from the October 28th Commission Workshop, the November 11th Commission Meeting & the November 25th Commission Meeting - Smith; 2nd – Yoder; motion carried. (3-0)

V. CORRESPONDENCE

Town Manager Savage stated that the Town received a letter from Morning Star Publications thanking the Town for their participation in and sponsorship of the Newspaper in Education program.

VI. APPROVAL OF FINANCIAL STATEMENTS AND BILLS PAYABLE

Balance Sheet – November 30, 2019

General Fund – \$1,049,109

All Accounts – \$3,195,409 (increase of \$48,865)

Accounts Receivable – \$260,093

Budget Report Target – 42% (5 months into budget year)

Income – \$1,594,147 (Income at 58% of the budget)

Expenses – \$1,153,237 (Expenses 42% of the budget)

Net Income – \$440,910

Accounts Payable

Bills – \$181,013- Total bills paid by Town

VII. TOWN REPORTS

The Commission discussed the reports from the multiple departments.

President Carey thanked Chief Parker and the Bridgeville Police Department on all of their work.

President Carey asked Chief Parker how the Code Enforcement has been going. Chief Parker stated that it has been going well. Chief Parker stated that he is working on Rental Inspections currently and that they have to be completed by the end of the month.

President Carey asked about the projected move in date for the Police Department. Chief Parker stated that the State is coming next week to set up the State network and when they get that operational, they have to move. Chief Parker stated that Verizon is coming this week and the company that the Town uses for IT will hook up the phones once Verizon is done. Chief Parker stated that he has talked to Greenwood and can use their facilities if they have any arrests if both locations are down during the move. President Carey asked how long it would take to move items. Chief Parker stated that they can move the essentials in under a week but there are records that go back to the 1970's in there that could take a while. President Carey asked Chief Parker that when they are completely done emptying the building to contact him, a representative from the Historical Society would like to go in there. Chief Parker stated that the AG's Office wants to be on location when they move and purge evidence.

VIII. CITIZEN'S PRIVILEGE

Marlene Saunders-5 Oak- Dr. Saunders stated that Town Manager Savage updated her about 502 N. Cannon Street property and understands that they have gone out to bid for demolition. Dr. Saunders stated that she is requesting that 504 N. Cannon please pick up their trash as in old toys and items outside and fix their privacy fence in the rear of the property. Dr. Saunders stated that regarding the rental inspections, she has told her tenant to call and set it up due to his work schedule. Chief Parker stated that is fine, but they are pretty flexible setting up times.

IX. OLD BUSINESS

None.

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

A. Community Development Block Grant-Brad Whaley Sussex County Community Development Office

1. Discussion: Town Manager Savage stated that the Town of Bridgeville partners with Sussex County for this Grant program. Town Manager Savage stated that Brad Whaley from the Sussex County Community Development Office was present with a presentation for the Commissioners. Mr. Whaley stated that this program is to help low income families with housing issues. Mr. Whaley stated that the Town of Bridgeville will be a targeted area and the application will be due by February 25, 2020. Mr. Whaley stated that it is roughly a 50-60-page

application. Mr. Whaley stated that they primarily use this grant for housing rehabilitation and to keep the local housing stock stable but they have also done demolition and water & sewer hookup. Mr. Whaley stated that over the past 10 years, the Town of Bridgeville has received \$244,000 in housing rehabilitation and demolition money. Mr. Whaley stated that currently in the 2019 funding year, the Town has received \$64,000 for housing rehabilitation. Mr. Whaley stated that currently they have two (2) houses under contract and two (2) more that will go out to bid the first Thursday in February. Mr. Whaley stated that currently in Bridgeville they have eight (8) names on their waiting list. Mr. Whaley stated that they do put a lien on the property but that the lien does not have payments.

President Carey asked what type of work is being done on the four (4) homes Mr. Whaley just mentioned. Mr. Whaley stated that he does not have that documentation with him but he knows one was a small job, a roof and a bathroom. Mr. Whaley stated that what they do try to make the home livable for the next 10-15 years.

2. Public Hearing: Town Manager Savage opened the Public Hearing at 7:21 PM. Marlene Saunders asked about what areas they do in Bridgeville. Mr. Whaley stated that it used to be in the North but after doing it for 15-20 years, they did may houses in the North so what they now do is a town wide scattered site but as long as it is within Town limits. Town Manager Savage closed the Public Hearing at 7:22 PM.

3. Consideration and possible voting: Motion to Participate in the Community Development Block Grant program and to adopt Resolution 2019-11, A RESOLUTION TO ENDORSE PROJECTS TO BE SUBMITTED TO THE DELAWARE STATE HOUSING AUTHORITY FOR FUNDING FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND AUTHORIZING TODD F. LAWSON, SUSSEX COUNTY ADMINISTRATOR, TO SUBMIT APPLICATION, & Resolution 2019-12, A RESOLUTION IN SUPPORT OF FAIR HOUSING.– Banks; 2nd – Yoder; motion carried (3-0)

B. Ordinance to amend Chapter 200 of the Code of the Town of Bridgeville as it relates to Solid Waste

1. Discussion: Town Manager Savage they have discussed this at prior meetings. Mr. Savage stated that the first version (A) would remove collection of solid waste from the Code book, leaving it up to each home owner to decide how they would like to get rid of their trash but knowing that it is against Town Code to store or hoard solid waste. Mr. Savage stated that the second version (B) the Town going out to bid, getting the contractor, everyone must participate and the would be billed on their water bill.

Commissioner Yoder stated that at one of the Workshops they discussed going out for two companies and asked if they were not going in that direction. Town Manager Savage stated that he was more looking for direction from the

Commission, when this process first started it was basically come up with two different versions of the Ordinance. Mr. Savage stated that certainly any Code changes can be up for discussion and drafted.

Commissioner Yoder stated that he thought that they had a conversation about one of the versions taking out the requirements of participation. Town Manager Savage stated that is correct and this is version A. Mr. Savage stated that he feels that the process the Town has now is broken.

- 2. Public Hearing:** Town Manager Savage opened the Public Hearing at 7:27 PM. Marlene Saunders asked what is the Town process that Mr. Savage refers to as broken. Town Manager Savage stated that currently the Town goes out to bid and the Town enters into a contract with the low bidder, but it is not an exclusive meaning someone could bid higher then undercut the low bidder that has a locked in price. Dr. Saunders asked what are we talking about that is not being picked up like it normally is. Town Manager Savage stated that they are not talking about that, what they are saying is the Town wants to either go with one contractor who would be Town-wide or the other version is to not decide at all and let each resident choose who they use. Dr. Saunders asked what solid waste is. Mr. Savage stated that solid waste is trash- regular garbage collection. President Carey stated that his argument has been if they go to one provider, not everyone is going to be happy. President Carey stated that some people like their provider that they have now that they may not be able to have if the Town does an exclusive contract. Town Manager Savage closed the Public Hearing at 7:29 PM.
- 3. Consideration and possible voting:** Motion to adopt Version A (removes), of the Ordinance to amend Chapter 200 of the Code of the Town of Bridgeville of as it relates to solid waste – Smith; 2nd – Carey; motion carried (3-0)

C. Grant-in-aid/Donations

- 1. Discussion:** Town Manager Savage stated that he has no requests except for one the from the Historical Society regarding the old Town signs. Mr. Savage stated that his recommendation is to donate the signs to the Historical Society.
- 2. Consideration and possible voting:** Motion to donate the old Town signs to the Bridgeville Historical Society –Smith; 2nd – Yoder; motion carried (3-0)

D. Planning and Zoning Appointments

- 1. Discussion:** Town Manager Savage stated that they have two (2) terms that end on December 31, 2019. He has spoken with both Steve Dell and Jack Cannon and they have expressed interest in continuing to serve.
- 2. Consideration and possible voting:** Motion to re-appoint Steve Dell and Jack Cannon to the Planning and Zoning Committee. Their new three (3) year terms will begin 1/1/2020– Smith; 2nd – Yoder; motion carried (3-0)

E. Economic Development Committee Appointments

1. Discussion: Town Manager Savage stated that there has always been a Commission Liaison with the Economic Development Committee. Mr. Savage stated that with the Passing of Commission Tassone in August, that position has been open. Mr. Savage stated that Commissioner Smith has been attending the Economic Development Meetings, even before Commissioner Tassone's passing. Mr. Savage stated that Commissioner Smith has requested to be appointed as Commission Liaison.

2. Consideration and possible voting: Motion to appoint Commissioner Bruce Smith to the Economic Development Committee as the Commission Liaison – Yoder; 2nd – Carey; motion carried (3-0)

XI. INTRODUCTION OF ORDINANCES

Town Manager Savage stated that there were none.

XII. GOOD OF THE ORDER

Town Manager Savage stated that the Christmas Parade is December 14 at 6pm, rain date of December 15 and that there will be a wagon for the Commissioners to ride through the parade on.

Town Manager Savage stated that Solicitor Schrader is working on an indemnification for the Commissioners and Staff. Mr. Savage stated that they will be discussing at the workshop.

Town Manager Savage stated that the employee luncheon will be December 12, noon at Blue Hen Crossroads.

President Carey wished everyone a very Merry Christmas and the next meeting will be the Workshop on December 30th at 5pm.

XIII. ADJOURNMENT-

Motion to adjourn – Smith; 2nd – Yoder; motion carried. (3-0) the meeting was adjourned at approximately 7:35 P.M.

Respectfully submitted,

Bruce Smith, Commission Secretary

Ashley Walls, Transcriptionist