



**MINUTES
COMMISSIONERS OF BRIDGEVILLE
March 09, 2020 – 7:00 P.M.
BRIDGEVILLE TOWN HALL**

A regularly scheduled meeting of the Commissioners of Bridgeville was held on March 09, 2020, at 7:00 P.M., at the Bridgeville Town Hall. The following were present:

Thomas Carey	President
Timothy Banks	President Pro Tempore-Outgoing
Bruce Smith	Secretary
Geoffrey Yoder	Commissioner-Outgoing
Thomas Moran	Commissioner-Incoming
Marlene Saunders	Commissioner-Incoming
Ashley Walls	Town Clerk
H. Burke Parker	Police Chief
Dennis Schrader	Town Solicitor

Absent: Sharon McDowell Commissioner

Call to Order	The meeting was called to order by Commission President Carey. The pledge of allegiance was led by Mr. Smith. The invocation was given by Mr. Banks.
Quorum Present	President Carey reported that a quorum was present to conduct Town business.
Approval of Agenda	A motion was made by Commissioner Smith and seconded by Commissioner Banks to approve the agenda as posted. Motion adopted: 4 Yes votes, 0 No votes Vote by Roll Call: Mr. Smith, Yea; Mr. Banks, Yea; Mr. Carey, Yea; Mr. Yoder, Yea
New Commissioners Oath of Office	Commissioner Bruce Smith, District #3, Tom Moran District #2 & Marlene Saunders, District #1 took the Oath of Office administered by President Tom Carey. President Carey thanks Commissioners Tim Banks & Geoffrey Yoder for their service on the Commission.
Appointment of Commission Officers and Staff	Motion to Appoint Dennis Schrader as Town Solicitor Motion to Appoint Davis, Bowen and Fridel as the Town Engineer Motion to Appoint Sussex County Department of Assessments as the Town Assessor Motion to Appoint Tom Carey as Commission President

Appointment of Commission Officers and Staff Cont'd. Motion to Appoint Bruce Smith as Commission President Pro Tempore.
Motion to Appoint Marlene Saunders as Commission Secretary.
Motions were made by Commissioner Smith and seconded by Commissioner Saunders

Motion adopted: 4 Yes votes, 0 No votes

Approval of Minutes Vote by Roll Call: Mr. Smith, Yea; Mr. Carey, Yea; Ms. Saunders, yea; Mr. Moran, Yea
A motion was made by Commissioner Smith and seconded by Commissioner Saunders to approve the minutes from the January 27th Workshop and February 10th Commission Meeting meetings.

Motion adopted: 3 Yes votes, 0 No votes, 1 abstain

Correspondence Vote by Roll Call: Mr. Smith, Yea; Mr. Carey, Yea; Ms. Saunders, yea; Mr. Moran, Abstain
President Carey stated that the Town received a thank you card from Nanticoke Young Life for the donation of \$250 from the Commissioners.

President Carey stated that the Town received a letter from Jay Mervine, who would like to become a member of Planning and Zoning.

Financial Statements President read the following information from the Financial Reports:

Balance Sheet – February 29, 2020
General Fund – \$ 855,150
All Accounts – \$ 3,141,586 (increase of \$63,885 from last month)
Accounts Receivable – \$143,988
Budget Report Target – 67% (8 months into budget year)
Income – \$ 2,082,796 (Income at 76% of the budget)
Expenses – \$ 1,663,915 (Expenses 60% of the budget)
Net Income – \$448,881
Accounts Payable
The Town paid bills totaling \$109,130 during the month of February.

Town Reports Town department reports were reviewed by the Commissioners.

Citizen's Privilege A public comment period was held and the following spoke:

Vera Smack 21 Gum Street- Ms. Smack made a complaint regarding dogs in her yard that are not hers and loud music. President Carey stated that she would need to speak with Chief Parker regarding code enforcement.

Citizen's Privilege Cont'd.	Charles Cephas	39 Church Street- Mr. Cephas made a complaint regarding dogs loose on Church Street. President Carey stated that he would need to speak with Chief Parker regarding code enforcement. Mr. Cephas also made a complaint regarding nothing in town for disabled residents. Commissioner Saunders stated that she would like to talk to Mr. Cephas.
	Annette Cottrell	18 Harlequin Loop- Mrs. Cottrell asked about meter reading for bills and when it goes beyond 30 days her bill goes in a different bracket with the wastewater so that makes her bill higher. President Carey stated that he would like the Water Department know her complaint regarding timely water readings. Mrs. Cottrell asked if the Town Manager position has been filled as of yet. President Carey stated that it has not but they are looking for someone to fill the position.
	Charles Cephas	39 Church Street-Mr. Cephas stated that he does not think it is fair that if someone parks on the grass the violation goes to the home owner. President Carey stated that he would need to speak with Chief Parker regarding code enforcement.
Old Business	There was no old business to consider.	
New Business- Ordinance to Amend the Bridgeville Code to Provide for the Appointment and Removal of a Town Manager	Solicitor Schrader stated that about 8 or 9 years ago they Commission needed a Charter amendment adopted in order to authorize the Commissioners to appoint or fire a Town Manager, then they filled the position with Jesse Savage who already worked for the town so they did not do the Ordinance that needed to be adopted. Solicitor Schrader stated that this Ordinance that allows the Commissioners by majority vote of the members that are elected to the Commission to appoint or remove a Town Manager and sets the duties of the Town Manager. Solicitor Schrader described the duties to the Commission.	
	Public Hearing Opened at 7:24. No person spoke for or against this Ordinance. Public Hearing Closed at 7:25	
	A motion was made by Commissioner Smith and seconded by Commissioner Saunders, to approve the Ordinance to Amend the Bridgeville Code to Provide for the Appointment and Removal of a Town Manager.	
	Motion adopted: 4 Yes votes, 0 No votes	
	Vote by Roll Call: Mr. Smith, Yea; Mr. Carey, Yea; Ms. Saunders, yea; Mr. Moran, Yea	

Ordinance to Amend Chapter 217 of the Code of the Town of Bridgeville as it relates to vacant Building registration. Solicitor Schrader stated that this Ordinance amends the time frame of vacancy to 180 days (6 months). Solicitor Schrader stated that this was due to the residents that spend more than 60 days but less than 180 days a year in other homes.

Public Hearing Opened at 7:27. No person spoke for or against this Ordinance.
Public Hearing Closed at 7:27.

A motion was made by Commissioner Moran and seconded by Commissioner Smith, to approve the Ordinance to Amend Chapter 217 of the Code of the Town of Bridgeville as it relates to vacant Building registration.

Motion adopted: 4 Yes votes, 0 No votes

Vote by Roll Call: Mr. Smith, Yea; Mr. Carey, Yea; Ms. Saunders, yea; Mr. Moran, Yea

New Business- Grant-in-aid/Donations There were no new ones. President Carey stated that the Commissioners will go over the accounts for the districts in a future workshop.

Introduction of Ordinances There were none.

Good of the Order Commissioner Saunders asked where residents that have questions or complaints but live out side of town limits should contact. President Carey stated that they should contact Sussex County unless it is a problem within town.

Commissioner Saunders stated that she encourages residents to come to Commission meetings & workshops.

Adjournment A motion was made by Commissioner Smith and seconded by Commissioner Saunders to adjourn the meeting at 7:34 PM.

Motion adopted: 4 Yes votes, 0 No votes

Vote by Roll Call: Mr. Smith, Yea; Mr. Carey, Yea; Ms. Saunders, yea; Mr. Moran, Yea

Respectfully submitted, 

Marlene Saunders, Commission Secretary


Ashley Walls, Transcriptionist