MINUTES
COMMISSIONERS OF BRIDGEVILLE
June 8, 2020 – 7:00 P.M.
BRIDGEVILLE PUBLIC LIBRARY

A regularly scheduled meeting of the Commissioners of Bridgeville was held on June 8, 2020, at 7:00 P.M., at the Bridgeville Public Library. The following were present:

Thomas Carey	President
Bruce Smith	President Pro Tempore
Marlene Saunders	Secretary
Tom Moran	Commissioner
Ashley Walls	Town Clerk
Burke Parker	Police Chief
Dennis Schrader	Town Solicitor
April Buckler	Town Bookkeeper

Absent: Sharon McDowell Commissioner

Call to Order

The meeting was called to order by Commission President Carey.

The pledge of allegiance was led by Commissioner Smith. The invocation was given by Commissioner Saunders.

Quorum Present

President Carey reported that a quorum was present to conduct Town business.

Approval of Agenda

A motion was made by Commissioner Moran and seconded by Commissioner Smith to approve the agenda as posted.

Motion adopted: 4 Yes votes, 0 No votes

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

Approval of Minutes

A motion was made by Commissioner Moran and seconded by Commissioner Smith to approve the minutes from the May 11th Commission Meeting meetings.

Motion adopted: 4 Yes votes, 0 No votes

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

Correspon-dence	President Carey stated that the Town received a letter from the Sussex Conservation District regarding a proposed flood plain near tax ditch by Town Hall. President Carey stated that the Town received Grant-in-aid requests from the Nanticoke Watershed Alliance & the Airforce Sargent Association. President Carey stated that Commission Moran received a request from the Heritage Shores Military Club. President Carey stated that the Town received correspondence from DELDOT regarding the repaving of Market Street which has been delayed until 2021.
Financial Statements	President Carey read the following information from the March & April Financial Reports: Balance Sheet – May 31, 2020 General Fund – $ 734,108 All Accounts – $ 2,953,482 (decrease of $ 50,653 from last month) Accounts Receivable – $ 103,199 Budget Report Target – 91.7% (11 months into budget year) Income – $ 2,539,113 (Income at 91.7% of the budget) Expenses – $ 2,270,515 (Expenses 84.1% of the budget) Net Income – $ 268,598. Accounts Payable The Town paid bills totaling $170,667 during the month of May.
Town Reports	Town department reports were reviewed by the Commissioners. President Carey stated that he wanted to recognize the Bridgeville Police Department with helping facilitate peaceful protests in Sussex County. Commissioner Saunders thanked Chief Parker for the even monitoring of Code Enforcement within the Town.
Citizen's Privilege	A public comment period was held and the following spoke: No residents were present due to limited seating and no residents sent in questions.
Old Business	There was no old business to consider.
New Business-Town Manager Appointment	President Carey stated that the Town of Bridgeville has been in search of a new Town Manager since Mid-February. President Carey is happy to report that they have found a great candidate. President Carey stated that tonight the Commission will be appointing Ms. Bethany DeBussy as Town Manager, coming to Bridgeville

Town Manager Appointment Cont'd.	from the Town of Frederica. Present Carey read a short biography of Ms. DeBussy's experience. Motion to appoint Bethany DeBussy as Town Manager for the Town of Bridgeville – Smith; 2nd – Moran; motion carried. (4-0) Vote by Roll Call: Mr. Smith, Yea; Ms. Saunders, Yea; Mr. Moran Yea; Mr. Carey, Yea Ms. DeBussy was sworn in by President Carey.
Heritage Shores Special Tax Report & Levy for 2020-21	Jaymie Sheehan was present for the meeting from Municap, Inc. Ms. Sheehan discussed the Heritage Shores Special Tax Report & Levy for 20-21 with the Commissioners. Ms. Sheehan discussed prepayments with the Commission along with Rates and returns. Ms. Sheehan discussed the potential refunding bonds at a lower rate and President Carey stated that, that presentation will happen at the June 29th Workshop. Motion to Approve the Heritage Shores Special Tax Report & Levy for 2020-21 – Smith; 2nd –Moran; motion carried. (4-0) Vote by Roll Call: Mr. Smith, Yea; Ms. Saunders, Yea; Mr. Moran Yea; Mr. Carey, Yea
FY21 Operating Budget-Resolution to Adopt the Town of Bridgeville's FY-2021 Budget	President Carey stated that the Commissioners have met with the Prior Town Manager Jesse Savage who was hired in a consultant compacity to prepare the FY21 Operating Budget at Budget Workshops. President Carey stated that he is pleased to say that FY21 Expenses are about $21,000 less than FY20's Budget. President Carey stated that expected income is $2,839,050 with a proposed surplus of almost $70,000. President Carey discussed the proposed budget per department. Motion to approve the Resolution to adopt the Town of Bridgeville FY-21 Budget-Smith; 2nd – Moran; motion carried. (4-0) Vote by Roll Call: Mr. Smith, Yea; Ms. Saunders, Yea; Mr. Moran Yea; Mr. Carey, Yea
Grant-in-aid/Donations	President Carey stated that Commissioner Moran has $200 Heritage Shores Military Club, Commissioner Saunders $200 Home of Hope, President Carey has $100 Home of Hope; $100 Bridgeville Library; $100 Marine Corp League and Commissioner Smith: $100 Marine Corps League; $150 Woodbridge HS MCJROTC; $100 Nanticoke Young Life; $100 Heritage Shores Military Club

Grant-in-aid/Donations Cont'd.	Motion to provide the funding coming from the funds of President Carey, Commissioner Smith, Commissioner Saunders & Commissioner Moran - Smith; 2nd – Moran; motion carried. (4-0) Vote by Roll Call: Mr. Smith, Yea; Ms. Saunders, Yea; Mr. Moran Yea; Mr. Carey, Yea
Introduction of Ordinances	There were none.
Good of the Order	Commissioner Moran stated that the flags in the Historical Society Park are not in good shape and that the Historical Society is ordering some but he will contact the Military Club to see if they have any to use until the new ones comes in. President Carey thanked Little Wagon produce for doing the Town's flower barrels and that there will be a few more placed around Town.
Adjournment	A motion was made by Commissioner Saunders and seconded by Commissioner Moran to adjourn the meeting at 7:38 PM.
Adjournment Continued	Motion adopted: 4 Yes votes, 0 No votes Vote by Roll Call: Mr. Smith, Yea; Ms. Saunders, Yea; Mr. Moran Yea; Mr. Carey, Yea

Respectfully submitted,

Marlene Saunders, Commission Secretary

Ashley Walls, Transcriptionist