



**MINUTES
COMMISSIONERS OF BRIDGEVILLE
December 14, 2020 – 7:00 PM.
ZOOM ONLY MEETING**

A regularly scheduled meeting of the Commissioners of Bridgeville was held on December 14, 2020, at 7:00 PM, on Zoom.

The following were present:

Tom Carey	President
Bruce Smith	President Pro Tempore
Marlene Saunders	Secretary
Tom Moran	Commissioner
John Tomeski	Commissioner
Bethany DeBussy	Town Manager
Ashley Walls	Town Clerk
Burke Parker	Police Chief
Dennis Schrader	Town Solicitor

CALL TO ORDER:

The meeting was called to order by Commission President Carey.

QUORUM PRESENT:

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

APPROVAL OF AGENDA:

A motion was made by Commissioner Smith and seconded by Commissioner Moran to approve the agenda as posted. Motion adopted: (5-0)

APPROVAL OF MINUTES:

A motion was made by Commissioner Smith and seconded by Commissioner Tomeski to approve the minutes from the November 09th Commission Meeting. Motion adopted: (5-0)

CORRESPONDENCE:

There were none.

FINANCIALS STATEMENTS:

Town Manager read the following information from the September Financial Reports:

Balance Sheet – November 30, 2020

General Fund – \$1,768,272.
All Accounts – \$4,065,781, (increase of \$8,838 from last month)
Accounts Receivable – \$98,290.
Budget Report Target – 42% (5 months into the budget year)
Income – \$1,984,909. (Income at 69.9% of the budget)
Expenses – \$1,095,310, (Expenses 40% of the budget)
Net Income – \$889,599.
Accounts Payable- The Town paid bills totaling \$169,836 during the month of November.

TOWN REPORTS:

Town department reports were reviewed by the Commissioners.

President Carey congratulated the Bridgeville Police Department and Delaware State Police on apprehending all of the known suspects in all the recent auto break ins in Bridgeville.

Commissioner Moran asked for action items on the Code Report.

CITIZEN'S PRIVILEGE:

There were none.

OLD BUSINESS:

President Carey asked the Town Manager for an update regarding delinquency accounts. Town Manager DeBussy stated that they have been working with residents that have communicated with Town Hall regarding their accounts and that we are down to around \$10,000 per active delinquencies.

Commissioner Moran asked about an update on the Ruddy Duck Report from Jason Loar, Davis Bowen & Friedel. Town Manager DeBussy stated that Jason has completed the report and that it has been forwarded onto Solicitor Schrader for his review.

NEW BUSINESS:

PLANNING AND ZONING APPOINTMENT

President Carey stated that there is a vacancy on Planning and Zoning, and they have an applicant, Clifford Oliver who lives in Heritage Shores.

Motion to appoint Clifford Oliver to the Planning and Zoning Commission. His two (2) year term will end on December 31, 2022. - Moran; 2nd – Smith; motion carried. (5-0)

NEW BUSINESS:

GRANT IN AID/DONATIONS

Town Manager DeBussy stated that there have been requests from the Nanticoke Watershed Alliance.

NEW BUSINESS:

MISCELLANEOUS

President Carey stated that there is a vacancy in the Administrative Department with April leaving. President Carey discussed potential changes with the position. Commissioner Moran asked if it would still be a full-time position and President Carey stated yes it would be. President Carey discussed different qualifications such as a bachelor's degree and having experience. President Carey stated that a combined job description will be put together by Town Manager DeBussy.

Town Manager DeBussy stated that the Public Works opening has been extended until December 22.

INTRODUCTION OF ORDINANCES:

There were None.

GOOD OF THE ORDER:

President Carey congratulated Town Manager DeBussy on completing the requirements for her master's degree in Public Administration.

Commissioner Tomeski stated that Bridgeville Fire Co. will be taking Santa around Bridgeville on December 19 starting at 11AM. Commissioner Tomeski stated that they will be advertising the route on Social Media.

Commissioner Tomeski stated that Woodbridge School District will be fully remote until January 11.

Commissioner Saunders thanked the Commissioners for the expressions of sympathy on the passing of her niece.

ADJOURNMENT:

Motion to adjourn the meeting at 7:29 PM. Smith; 2nd – Tomeski; motion carried. (5-0)

Respectfully submitted,



Marlene Saunders, Commission Secretary



Ashley Walls, Transcriptionist