MINUTES
COMMISSIONERS WORKSHOP
AUGUST 30, 2021 – 5:00 P.M.
BRIDGEVILLE PUBLIC LIBRARY/PUBLIC BY ZOOM ONLY

A regularly scheduled workshop of the Commissioners of Bridgeville was held on August 30, 2021, at 5:00 P.M., at the Bridgeville Public Library. The following were present:

Tom Carey	President
Bruce Smith	President Pro Tempore
Marlene Saunders	Secretary (5:14 PM)
Tom Moran	Commissioner
John Tomeski	Commissioner
Bethany DeBussy	Town Manager
Ashley Walls	Town Clerk
Dennis Schrader	Town Solicitor
Melissa Cassimore	Financial Manager

CALL TO ORDER:

The meeting was called to order by Commission President Carey.

QUORUM PRESENT:

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

OPEN DISCUSSION:

TRAFFIC IMPACT STUDY

Town Manager DeBussy discussed the Traffic Impact Study for Heritage Shores with Phase 5 with the Commission. Solicitor Schrader stated that the Town does not pay for the fee and that the developer pays the fee to the State of Delaware.

A motion was made by Commissioner Smith and seconded by Commissioner Tomeski to approve the Traffic Impact Study. Motion carried: 4 Yes votes, 0 No Votes.

OPEN DISCUSSION:

LAND USE PLANNER

Town Manager DeBussy stated that Solicitor Schrader and her have reviewed the bids and are waiting on additional information that they have requested. Solicitor Schrader discussed the the criteria that they used for ranking the bids.

OPEN DISCUSSION:

GRANT-IN-AID/DONATIONS

Town Manager DeBussy stated that the Town has not received anything for FY22.

NEW BUSINESS:

AMERICAN RESCUE PLAN

Town Manager DeBussy stated that she has distributed documents to the Commissioners for review. Town Manager DeBussy that there is an initial report that is due by the end of October. Town Manager DeBussy and the Commission discussed projects that they would like the funds to go to and if the funds would be able to be used for these said projects per the guidelines that they have so far. Town Manager discussed Project Grey Fox and that she recommends that the Town sign up for this public portal. The Commission discussed running new infrustructor to multiple areas in town. Town Manager stated that she will start a database for the Commissioners.

NEW BUSINESS:

MISC

Town Manager DeBussy welcomed Melissa Cassimore as the Town's new Financial Manager and that her first day was September 30th.

Town Manager DeBussy discussed an alley in the North End of Town between First and Second Street that no one owns and residents are having an issue sharing it. Town Manager DeBussy stated that there are eight properties that back up to this alley. Town Manager DeBussy stated that the Police have been out there numerous times. Town Manager DeBussy stated that with some of these properties, this alley is the only way to access their back yard. Solicitor Schrader stated that they will need eight (8) deeds of dedication if the residents agree. The Commission agreed that they would like to see if these residents will agree to making this alley a public alley.

Town Manager DeBussy asked the Commissioners to stop by and see the "War Room" that she has put together with all of their projects in the works. Town Manager DeBussy gave the Commissioners an update on the projects that the Town is working on.

Commissioner Tomeski discussed House Bill 193 and that the residents will be receiving letters from the Fire Service.

ADJOURNMENT:

The Workshop was adjourned at 6:32PM.

Respectfully submitted,

Marlene Saunders, Commission Secretary

Ashley Walls, Transcriptionist