



COMMISSION MEETING
MINUTES
MAY 9, 2022 – 7:00 P.M.
BRIDGEVILLE PUBLIC LIBRARY & ZOOM

A regularly scheduled meeting of the Commissioners of Bridgeville was held on May 9, 2022, at 7:00 PM, at the Bridgeville Public Library, and via Zoom.

The following were present:

Tom Carey	President
Bruce Smith	President Pro Tempore
Marlene Saunders	Secretary
John Tomeski	Commissioner
Tom Moran	Commissioner
Bethany DeBussy	Town Manager
Ashley Walls	Town Clerk
Burke Parke	Chief of Police
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 to conduct Town business.

APPROVAL OF AGENDA:

A motion was made by Commissioner Smith and seconded by Commissioner Tomeski to approve the agenda. Motion carried: 5 Yes votes, 0 No votes.

APPROVAL OF MINUTES:

A motion was made by Commissioner Smith and seconded by Commissioner Moran to approve the minutes from the April 11th Commission Meeting, and the April 25th Commission Workshop. Motion carried: 5 Yes votes, 0 No Votes.

CORRESPONDENCE:

President Carey stated that the Town received an invitation from the Union United Methodist Church for a window dedication on May 22nd at 10 AM.

President Carey stated that the Town received a thank you letter from the Sussex County Association of Animal Rescue for the Town's donation in memory of Bruce Williamson.

President Carey stated that the Town received a letter from Solicitor Dennis Schrader, who will be resigning as the Town Solicitor as of July 31, 2022, and will be retiring. President Carey stated that Solicitor Schrader has represented the Town since 1972.

FINANCIALS STATEMENTS:

Town Manager DeBussy read the following information from the April Financial reports:
Balance Sheet-

- General Fund-\$ 3,011,080.
- All Accounts - \$ 6,102,063, (increase of \$16,935 from March)

Accounts Receivable - \$162,802 (Note-Increase due to closeout/final billing for the wastewater plant to the Town of Greenwood. All Accounts include ARPA Fund Balance, Monies held for H.S. Special Taxes, & Bond Bill Funding.)

- Budget Report Target -83% (10 months into the budget year)
- Income - \$ 1,970,017 (Income at 93% of the budget)
- Expenses - \$1,623,955 (Expenses 98% of the budget) Net Income - \$346,061.

Accounts Payable-

- The Town paid bills totaling \$ 145,291.91 during March.
- Increase above standard expenses – Quarterly DNREC loan payment \$34,407.62
- Capital Budget Items – Copier \$9,282.03, Concrete Repairs \$11,040, Large Meter Replacements \$14,000.

TOWN REPORTS:

Town Department reports were reviewed and discussed by the Commissioners and Town Manager DeBussy.

CITIZENS PRIVILEGE:

There were none.

OLD BUSINESS:

There was none.

NEW BUSINESS

FY21 Audit Presentation- Lank, Johnson & Tull, CPAs

Town Manager DeBussy stated that Rick Tull and Brandon Tull from Lank, Johnson & Tull were present at the Meeting. Rick & Brandon presented the Audit to the Commissioners and answered questions. Rick Tull stated that the Town is doing good.

A motion was made to accept the FY21 Audit. Smith; 2nd – Moran; motion carried. 5 Yes votes, 0 No Votes.

NEW BUSINESS

Resolution-Authorize Town Manager to sign for USDA Funding Application

Town Manager DeBussy stated that the USDA Funding application needs a Resolution allowing her to sign and submit the application for the grant.

A motion was made to adopt the Resolution, Authorizing Town Manager to sign for USDA Funding Application. Smith; 2nd – Moran; motion carried. 5 Yes votes, 0 No Votes.

NEW BUSINESS

Resolution-Authorize Town Manager to sign for DWSRF Funding Application

Town Manager DeBussy stated that the DWSRF Funding application needs a Resolution allowing her to sign and submit the application for the grant.

A motion was made to adopt the Resolution, Authorizing Town Manager to sign for DWSRF Funding Application - Smith; 2nd – Tomeski; motion carried. 5 Yes votes, 0 No Votes.

NEW BUSINESS

Grant-In-Aid/Donations

There were none.

NEW BUSINESS

Misc.

There was nothing discussed.

INTRODUCTION OF RESOLUTION/ORDINANCES:

Commissioner Moran introduced the Cross Connection Control (CCC) Program Ordinance.

GOOD OF THE ORDER:

Commissioner Tomeski stated he had a phone call from a resident regarding legalizing golf carts driving on streets. Town Manager DeBussy stated that there are state laws and regulations for an "lsv" (low-speed vehicle) and unless they are designated that at the time of purchase, they can not be changed to that.

Town Manager DeBussy stated that the Budget Workshops are on May 16th, May 18th & June 1st at 4:30 pm at Town Hall.

ADJOURNMENT:

Motion to adjourn the meeting at 7:48 PM. Smith; 2nd – Tomeski; motion carried.
5 Yes votes, 0 No Votes.

Respectfully submitted,

Marlene Saunders, Commission Secretary

Ashley Walls, Transcriptionist