



**COMMISSION MEETING**  
**MINUTES**  
**FEBRUARY 13, 2023 – 7:00 P.M.**  
**BRIDGEVILLE PUBLIC LIBRARY & ZOOM**

A regularly scheduled meeting of the Commissioners of Bridgeville was held on February 13, 2023, 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
Greg Morris	Town Solicitor
Burke Parker	Chief of Police

**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 Moran 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 December and January meeting minutes. Motion carried: 5 Yes votes, 0 No votes.

**CORRESPONDENCE:**

Commissioners were invited to the retirement celebration of former Greenwood Mayor Donnie Donovan.

The Heritage Shores Military Club invited Commissioners and residents to their April concert.

Woodbridge Little League announced its Bulk Chicken Fundraiser.

**FINANCIALS STATEMENTS:**

Town Manager DeBussy read the following information from the January Financial reports:

Balance Sheet-

- General Fund-\$781,609
- All Accounts - \$8,443,406 (decrease of \$5,225 from December)

Accounts Receivable - \$64,452

- Income - \$1,880,252
- Expenses - \$1,209,750 (Expenses 53% of the budget)

Accounts Payable-

- The Town paid bills totaling \$106,373.27 during the month of January.

**TOWN REPORTS:**

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

**CITIZENS PRIVILEGE:**

No citizen's present.

**OLD BUSINESS:**

No old business.

**NEW BUSINESS**

**DeIDOT Presentation-Greenwood and Bridgeville Transportation Study**

Andrea Trabelsi, Consultant Transportation Planner, presented the current project for Greenwood and Bridgeville Transportation planning. DelDOT is completing the study to help improve safety and traffic in the area. A workshop for the study is planned for February 23<sup>rd</sup>.

### **FY22 Audit**

Rick Tull of Lank, Johnson, and Tull presented the FY22 Audit. Mr. Tull stated that the Town was in great shape even though the net position had decreased from FY21 due to the removal of the Sewer Operations.

A motion was made to adopt the FY22 Audit by Commissioner Smith; 2nd- Commissioner Moran; motion carried. 5 Yes votes, 0 No votes.

### **Public Hearing-PODS of Bridgeville**

Ken Christenbury, Axiom Engineering, presented the changes to the landscaping plans requested by the Planning and Zoning Commission. Commissioners questioned the truck traffic in town, Mr. Christenbury stated the truck traffic should not go through downtown. Commissioner Carey asked how many jobs the project will bring to the town; Stevi Ognibene states 12-15 full-time positions will be available in Phase 1.

Notice of the Public Hearing was posted in accordance with the Town Charter. Public Hearing was open at 7:48 pm. There was no public comment. Public Hearing was closed at 7:48 pm.

A motion was made to adopt the Minor Development Plan Application for PODS of Bridgeville by Commissioner Smith; 2nd- Commissioner Moran; motion carried. 5 Yes votes, 0 No votes.

### **Public Hearing-An Ordinance to Grant a Conditional Use of Land-131-15.00-15.00**

Alan Decktor, Pennoni Associates, presented the request for the Conditional Use of Land for Dove Estates.

Notice of the Public Hearing was posted in accordance with the Town Charter. Public Hearing was open at 8:16 pm. Michael Hahn, 116 Emily's Pintail Drive, requested to see the landscaping plans for the highway side of the property. Mr. Decktor presented the plans for the highway and Passwaters Farm Road. Mr. Hahn also expressed concerns regarding the possibility of an increased crime rate with the property being used as a storage facility. Clif Oliver, 22 Amandas Teal Drive, expressed his concern for the conditional use and requested that the Commission deny the request. Public Hearing was closed at 8:23 pm.

Commissioner Saunders requested more time to review the plans. Commissioner Carey stated self-storage is not allowed per the code. He expressed issues with the property being used as a self-storage facility.

A motion was made to deny the Ordinance that grants Conditional Use of Land for 131-15.00-15.00 by Commissioner Smith; 2nd- Commissioner Saunders; motion carried. 5 Yes votes, 0 No votes.

### **Resolution to adopt-Sussex County Multi-Jurisdictional Hazard Mitigation Plan**

The request is a requirement of Sussex County for each town to adopt a resolution for the Hazard Mitigation Plan.

A motion was made to adopt the Sussex County Multi-Jurisdictional Hazard Mitigation Plan Resolution by Commissioner Smith; 2nd- Commissioner Moran; motion carried. 5 Yes votes, 0 No votes.

### **Water Tower Maintenance Contract**

The Town received two bids to replace the expired Water Tower Maintenance Contract. After review, it is recommended to award the contract to Southern Corrosion.

A motion was made to accept the proposal and enter into a 10-year Water Tower Maintenance Contract with Southern Corrosion by Commissioner Smith; 2nd- Commissioner Moran; motion carried. 5 Yes votes, 0 No votes.

### **Hometown Heros Banners**

Karen Kemp requested an additional 20 banners to be approved for the program. Town Manager DeBussy states we have enough poles to accommodate the additional banners.

A motion was made to approve 20 additional banners to the Hometown Heros Program by Commissioner Smith; 2nd- Commissioner Moran; motion carried. 5 Yes votes, 0 No votes.

### **Grant-In-Aid/Donations**

Commissioner Smith would like to donate his funds to the Bridgeville Historical Society (\$250) and the Kiwanis Club (\$250).

A motion was made to provide \$250 to the Bridgeville Historical Society and \$250 to the Kiwanis Club from the funds of Commissioner Smith by Commissioner Smith; 2nd- Commissioner Moran; motion carried. 5 Yes votes, 0 No votes.

### **Misc.**

There was nothing discussed.

**INTRODUCTION OF RESOLUTION/ORDINANCES:**

No new resolutions/ordinances.

**GOOD OF THE ORDER:**

Commissioner Smith wanted to thank Town Manager DeBussy for her help during his term as Commissioner.

Commissioners Moran and Tomeski thanked Commissioner Smith for his work on the Town Commission.

Commissioner Tomeski announced the Woodbridge Middle School production of the Little Mermaid Jr February 16-18, 2023.

**EXECUTIVE SESSION**

No executive session.

**ADJOURNMENT:**

Motion to adjourn the meeting at 8:38 pm by Commissioner Smith; 2nd –Moran; motion carried. 5 Yes votes, 0 No votes.

Respectfully submitted,



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Marlene Saunders, Commission Secretary



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Shelley Lambden, Transcriptionist

