



**COMMISSION WORKSHOP MEETING  
MINUTES  
JUNE 26, 2023 – 5:00 P.M.  
BRIDGEVILLE PUBLIC LIBRARY & ZOOM**

A regularly scheduled Commissioners of Bridgeville Workshop was held on June 26, 2023, at 5:00 PM, at the Bridgeville Public Library, and via Zoom. The following were present:

Tom Carey	President
Tom Moran	President Pro Tempore
Marlene Saunders	Secretary
John Tomeski	Commissioner (Absent)
Clifford Oliver	Commissioner
Bethany DeBussy	Town Manager

**CALL TO ORDER:**

The meeting was called to order by President Carey.

**QUORUM PRESENT:**

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

**OPEN DISCUSSION**

**FY24 Operating Budget**

Town Manager DeBussy provided documentation for the previously discussed budget and a resolution for the approved budget. A motion was made to approve the discussed Operating Budget by Resolution by Commissioner Saunders, seconded by Commissioner Moran. Motion Carried. 4 Yes votes, 0 No votes.

**OPEN DISCUSSION**

**ARPA Allocations**

Town Manager DeBussy suggested ARPA funding be used as matching funds to complete the Town's water facility plant.

A motion was made to use \$30,000.00 from ARPA funds as matching funds by Commissioner Oliver, seconded by Commissioner Moran. Motion Carried. 4 Yes votes, 0 No votes.

**OPEN DISCUSSION**

**Personnel Policy**

Town Manager DeBussy requested an extension to review revisions to the Personnel Policy. A motion was made to allow a 90-day extension by Commissioner Moran, seconded by Commissioner Saunders. Motion Carried. 4 Yes votes, 0 No votes.

**OPEN DISCUSSION**

**Personnel Policy-Added Holiday**

Town Manager DeBussy requested the Commission consider giving July 3, 2023, as an additional holiday due to it falling on a Monday before an already agreed upon holiday. A motion was made to close July 3, 2023, by Commissioner Saunders; seconded Commissioner Moran. Motion Carried. 4 Yes votes, 0 No votes.

**OPEN DISCUSSION**

**Marijuana Legislation**

Town Manager DeBussy presented copies of ordinances from surrounding towns for guidance on the new marijuana legislation. Commissioners are not opposed to drafting an ordinance.

**OPEN DISCUSSION**

**Training Opportunities**

University of Delaware is hosting a commissioner training in July in Dover. Commissioners Oliver and Saunders expressed interest.

**OPEN DISCUSSION**

**Laurel 4th of July**

Town Manager DeBussy clarified the activities Commissioners were invited to for the Town of Laurel's 4th of July Celebration.

**OPEN DISCUSSION**

**Preparation for July Workshop**

Town Manager DeBussy and Commissioners discussed items for the July Workshop. The list includes: Capital Budget, Rates and Fees, and ARPA Funding.

**GOOD OF THE ORDER:**

Commissioners discussed the recent grand openings of 7-11 and Pyramid Transport.

Commissioner Carey inquired when the next water rate increase should be discussed.

Commissioner Saunders asked for clarification of the Planning and Zoning process for approvals.

**EXECUTIVE SESSION**

No executive session.

**ADJOURNMENT:**

The meeting was adjourned at 6:21PM

Respectfully submitted,

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Marlene Saunders, Commission Secretary

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Shelley Lambden, Transcriptionist