



**COMMISSION MEETING**  
**MINUTES**  
**SEPTEMBER 11, 2023 – 7:00 P.M.**  
**BRIDGEVILLE PUBLIC LIBRARY & ZOOM**

A regularly scheduled meeting of the Commissioners of Bridgeville was held on September 11, 2023, at 7:00 PM, at the Bridgeville Public Library, and via Zoom.

The following were present:

Tom Carey	President (absent)
Tom Moran	President Pro Tempore
Marlene Saunders	Secretary
John Tomeski	Commissioner
Clifford Oliver	Commissioner
Bethany DeBussy	Town Manager
Greg Morris	Town Solicitor
Burke Parker	Chief of Police

**CALL TO ORDER:**

The meeting was called to order by Commissioner Moran.

**QUORUM PRESENT:**

Commissioner Moran reported that a quorum was present to conduct Town business.

**APPROVAL OF AGENDA:**

A motion was made by Commissioner Moran and seconded by Commissioner Oliver to approve the agenda. Motion carried: 4 Yes votes, 0 No votes.

**APPROVAL OF MINUTES:**

A motion was made by Commissioner Oliver to approve the minutes from August 14th and August 28th, seconded by Commissioner Tomeski. Motion carried: 4 Yes votes, 0 No votes.

**CORRESPONDENCE:**

No correspondence.

**FINANCIALS STATEMENTS:**

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

Balance Sheet-

- General Fund-\$1,060,757.00
- All Accounts - \$9,023,311.00
- Accounts Receivable - \$920,468.00

- Income - \$1,482,644.00
- Expenses - \$398,888.00

Accounts Payable-

- The Town paid bills totaling \$151,590.00 in August.

**TOWN REPORTS:**

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

Commissioners requested more clarification on the Code Report, Chief reiterated that the process has become more streamlined and the report is solely for informational purposes for the Commission and not the public.

**CITIZENS PRIVILEGE:**

Rob Parnell, Bridgeville Mini Storage Owner, wanted to update the Commission on his project. The project received approval from Planning and Zoning in 2019 and was told by prior administration that the approval letter was good indefinitely. After approval was received, DeIDot and Soil Conservation took over a year to complete their approval processes. The project was stopped by issues with the water main and drainage. Town Manager DeBussy stated an update on what is needed for the project to proceed would be sent later this week.

Pat Cornell, South Main Street, stated the Mini Storage project has been ongoing since she was on the board and it has been a lot to put on the Town staff. She commends the Town Manager for working on it.

### **OLD BUSINESS:**

No old business.

### **NEW BUSINESS**

#### **Public Hearing-An Ordinance to Amend 235-15.1**

An amendment to Ordinance 235-15.1, to clarify Self-Storage is not considered a Warehouse in the Town Code.

Notice of the Public Hearing was posted in accordance with the Town Charter. Public Hearing was open at 7:33pm. Mr. Parnell asked if this affects his existing project- it does not. Public Hearing was closed at 7:35pm.

A motion was made to approve the amendment by Commissioner Oliver; seconded by Commissioner Tomeski. Motion carried: 4 Yes votes, 0 No votes.

#### **Hometown Hero Banners**

There was a request to add additional banners to the program at the last meeting. A motion was made to expand the program by 20 banners by Commissioner Tomeski, seconded by Commissioner Moran. Motion carried: 4 Yes votes, 0 No votes.

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

A new discriminatory letter was sent to all applicants. Only one has been returned at this time.

Commissioner Saunders would like to donate \$600 to the Bridgeville Outreach Ministry, Commissioner Tomeski would like to donate \$200, Commissioner Moran would like to donate \$200.

A motion was made to donate \$1,000 to the Bridgeville Outreach Ministry by Commissioner Tomeski and seconded by Commissioner Oliver. Motion carried: 4 Yes votes, 0 No votes.

## **NEW BUSINESS**

### **Misc.**

No miscellaneous items.

## **INTRODUCTION OF RESOLUTION/ORDINANCES:**

No new resolutions/ordinances.

## **GOOD OF THE ORDER:**

Town Manager DeBussy provided a proof for new license plates with the current town seal.

Commissioner Oliver announced to the Commission that he has been working on a Sidewalk Guidebook for residents. He hopes that it will help clarify some code issues related to right-of-way areas.

Commissioner Saunders announced that she attended an ice cream social for the Bridgeville Historical Society. Commissioner Saunders applauded the work that is being done with Code Enforcement and requested an update on the Cannon Street properties. Town Manager DeBussy shared that one property was still in the paperwork process, but the other has been through the bid process for demolishing and we expect it to be completed soon.

Commissioner Tomeski would like to remind residents that there are several safety concerns when grass is blown into the roadway, please be mindful when cutting the grass. Commissioner Tomeski also wanted to thank the Apple Scrapple Committee for their hard work.

Commissioner Moran requested an update on the Economic Development Committee. Town Manager DeBussy stated they have been given a few tasks and she will report back when necessary. The upcoming events they are involved with are the Farm to Table Dinner and light box coverings- which should be completed early October.

## **EXECUTIVE SESSION**

No Executive Session.

**ADJOURNMENT:**

Motion to adjourn the meeting at 7:55pm by Commissioner Tomeski, seconded by Commissioner Oliver. Motion carried: 4 Yes votes, 0 No votes.

Respectfully submitted,

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Marlene Saunders, Commission Secretary

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Shelley Lambden, Transcriptionist

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