



**COMMISSION WORKSHOP MEETING
MINUTES
OCTOBER 30, 2023 – 5:00 P.M.
BRIDGEVILLE PUBLIC LIBRARY & ZOOM**

A regularly scheduled Commissioners of Bridgeville Workshop was held on October 30, 2023, at 5:00 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

CALL TO ORDER:

The meeting was called to order by President Pro Tempore Moran.

QUORUM PRESENT:

President Pro Tempore Moran reported that a quorum was present to conduct Town business.

OPEN DISCUSSION

DRAFT ORDINANCE-HERITAGE SHORES SPECIAL TAX 2023 BONDS

Representatives for Heritage Shores Bonds presented the history and future of the bonds for the Heritage Shores Special Tax.

OPEN DISCUSSION

BRIDGEVILLE SENIOR CENTER REQUEST-412 MARKET STREET

Annette Cannon presented the plans for the Senior Center upgrades, and requested the Commission consider eliminating part of the lien owed on the property next door to allow for the expansion. The Commission stated they wouldn't consider a vote to adjust the lien amount until the property was no longer under contract.

OPEN DISCUSSION

PERSONNEL POLICY

Town Manager DeBussy presented the changes Commissioners suggested for the Personnel Policy draft. The draft policy will be sent to employees for feedback.

OPEN DISCUSSION

EMPLOYMENT LAW UPDATES

Town Manager DeBussy will be applying for the exemption to the new FMLA Law due to our size.

OPEN DISCUSSION

CODE UPDATES

Town Manager DeBussy provided a draft Nuisance Ordinance with a new section added regarding property maintenance.

OPEN DISCUSSION

RATES & FEES

Town Manager DeBussy stated there will be a public hearing at the next meeting regarding the meters and meter pit rates.

OPEN DISCUSSION

HERITAGE SHORES PHASE 7A

Town Manager DeBussy presented the packet for the final phase of Heritage Shores. The phase includes 38 lots.

OPEN DISCUSSION

ANNEXATION TO COMPLETE

Town Manager DeBussy presented a request for annexation at the Reaniti property. A public hearing will be needed to move forward, there should not be any outstanding issues with the annexation.

OPEN DISCUSSION

CHARITY GOLF TOURNAMENT PROCEEDS

Town Manager DeBussy presented the expenses and income for the Golf Tournament.

OPEN DISCUSSION

ADOPT A STREET CLEANUP PROGRAM

Town Manager DeBussy presented a request from two organizations that would like to start a street cleanup program. The Commission has been asked to consider adding this program to the Town of Bridgeville.

OPEN DISCUSSION

CDBG PROGRAM

Town Manager DeBussy presented more information regarding the Community Development Block Grant Program; at this time a property list has been given to the Program Coordinator.

OPEN DISCUSSION

MISC

Town Manager DeBussy presented the annual Chamber dinner invite. It was recommended to present proclamations to some of the award winners.

An updated FOIA Policy was presented to Commissioners.

All Commissioners received the Audit Questionnaire, it needs to be returned as soon as possible.

Upcoming events are: Halloween/Trunk-or-Treat, October 31st, 6-8pm.

Town Manager DeBussy requested quotes for a Code overhaul, quotes for a new machine to help with bills, and GIS programming.

Recently, there have been many issues causing increased bills for the Heritage Shores Bond. A public announcement will need to be made so residents are aware.

GOOD OF THE ORDER:

Commissioner Saunders requested an attendance count for Apple Scrapple.

Commissioner Tomeski thanked Town Manager DeBussy for providing information for the marketing letters residents received regarding Tide Water Services. It is recommended that residents read the information thoroughly before signing anything as it is permanent to the property regardless of owner.

EXECUTIVE SESSION

No Executive Session.

ADJOURNMENT:

The meeting was adjourned at 6:55PM.

Respectfully submitted,



Marlene Saunders, Commission Secretary



Shelley Lambden, Transcriptionist