



**COMMISSION WORKSHOP MEETING
MINUTES
DECEMBER 27, 2023 – 5:00 P.M.
BRIDGEVILLE PUBLIC LIBRARY & ZOOM**

A regularly scheduled Commissioners of Bridgeville Workshop was held on December 27, 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	(Absent) Secretary (via Zoom)
John Tomeski	Commissioner
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

PERSONNEL POLICY

Town Manager DeBussy presented the final copy of the Personnel Policy. Commissioners discussed the concerns from the employees.

A motion was made to adopt the updated Personnel Policy by Commissioner Saunders, seconded by Commissioner Oliver. Motion carried. 3 Yes votes, 0 No votes.

OPEN DISCUSSION

EMERGENCY SERVICES FUND

Town Manager DeBussy discussed the amount in the Emergency Services Fund. Due to the amount of Building Permits for the Villas, it is approximately \$218,000.00 to split between the Police Department and the Fire Department.

OPEN DISCUSSION

SIDEWALK GUIDE

Town Manager DeBussy stated the guide is in the hands of the Town Engineers.

OPEN DISCUSSION

ELECTION CALENDAR

Town Manager DeBussy provided the final copy of the Election dates.

OPEN DISCUSSION

HOLIDAY SCHEDULE

Town Manager DeBussy provided a copy of the holiday calendar. Due to 2024 being a Leap Year, some holidays fall in the middle of the week. Town Manager DeBussy asked the Commission to think about the surrounding dates of Independence Day and Christmas.

OPEN DISCUSSION

WATER LINE PROJECT

Town Manager DeBussy announced that the Town received loan forgiveness on the four inch water line project.

OPEN DISCUSSION

MARKET STREET SPEED SIGN

Town Manager DeBussy announced that the speed sign on Market Street has recently stopped working. Senator Wilson and Senator Pettyjohn have agreed to fund a replacement.

OPEN DISCUSSION

JANUARY WORKSHOP

Town Manager DeBussy discussed the upcoming projects and grant deadlines for the 2024 year. Discussions for those goals will be had at the January Workshop.

GOOD OF THE ORDER:

Commissioners reported street lights they have noticed that are cycling. Town Manager DeBussy mentioned that the lights are slowly being replaced.

Commissioner Oliver requested an update on the development signs on Wilson Farm Road. Town Manager DeBussy said DelDot has been notified.

EXECUTIVE SESSION

No Executive Session.

ADJOURNMENT:

The meeting was adjourned at 7:37PM.

Respectfully submitted,

Marlene Saunders, Commission Secretary

Shelley Lambden, Transcriptionist