

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

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

The following were present:

Tom Carey	President
Tom Moran	President Pro Tempore (via Zoom)
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 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 Oliver and seconded by Commissioner Saunders to approve the agenda. Motion carried: 4 Yes votes, 0 No votes.

**APPROVAL OF MINUTES:**

A motion was made by Commissioner Tomeski to approve the minutes from November 14th and November 27th, seconded by Commissioner Saunders. Motion carried: 4 Yes votes, 0 No votes.

**CORRESPONDENCE:**

Bridgeville Charge Outreach thanked the Commissioners for their grant-in-aid donation.

Pat Correll thanked the Town employees for an outstanding job for 2023.

**FINANCIALS STATEMENTS:**

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

Balance Sheet-

- General Fund-\$657,682.00
- All Accounts - \$9,352,513.00
- Accounts Receivable - \$76,278.71

- Income - \$1,826,302.00
- Expenses - \$961,240.00

Accounts Payable-

- The Town paid bills totaling \$75,713.14 in November.

**TOWN REPORTS:**

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

**CITIZENS PRIVILEGE:**

No citizens privilege.

**OLD BUSINESS:**

**Public Hearing-Special Obligation Bonds for the Heritage Shores Special Tax Development District**

An Ordinance to Authorize an Additional \$36,550,000 in Special Obligation Bonds for the Heritage Shores Special Tax Development District.

Notice of the Public Hearing was posted in accordance with the Town Charter. Public Hearing was open at 7:14pm. No public comment. Public Hearing closed

at 7:15pm. Commissioner Oliver requested clarification on the memo that states in the third bullet that “no increase to special tax rates.” John Stauffard, Bond Counsel, clarified that the special tax rate would not increase for current homeowners. Commissioner Saunders states the language of the memo is confusing. Mr. Stauffard mentioned that the memo was generated based on the agreement. Questions regarding the bond can be directed to Municap.

Commissioner Tomeski made a motion to approve the Ordinance 2023-05 to authorize the special obligation bond; seconded by Commissioner Moran. Motion carried. 4 Yes votes, 0 No votes.

## **NEW BUSINESS**

### **2022-2023 Heritage Shores Financial Statements**

Commissioners discussed the 2022-2023 Heritage Shores Financial Statements. Commissioner Carey asked how often the district, or other districts, are audited by outside agencies. Municap representatives would need to get back to the Commission, but the company is audited at the discretion of the FDIC. The Commission would like to get it audited in the future.

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

### **Personnel Policy**

Town Manager DeBussy requested the vote be tabled to discuss the employees' concerns.

A motion was made to extend the Personnel Policy Update deadline until the December 27th Workshop by Commissioner Carey, seconded by Commissioner Tomeski. Motion carried: 4 Yes votes, 0 No votes.

### **Board Renewals**

Pat Correll submitted a letter requesting renewal of her position on the Planning and Zoning Commission. Bob Williams submitted a letter requesting renewal of his position on the Board of Adjustments.

A motion was made to approve both members to a 3 year term on their respective groups by Commissioner Moran, seconded by Commissioner Tomeski. Motion carried: 4 Yes votes, 0 No votes.

**Grant-In-Aid/Donations**

Commissioner Carey would like to donate \$100 to the Woodbridge American Youth Football team; Commissioner Tomeski would also like to donate \$100.

A motion was made to donate \$200 to the Woodbridge American Youth Football Team 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:**

An Ordinance relating to Nuisance properties within the Town of Bridgeville was read into the record.

**GOOD OF THE ORDER:**

Commissioners congratulated staff on a great parade and tree lighting.

Commissioner Tomeski announced the Santa Run by the Bridgeville Fire Department on December 16th.

**EXECUTIVE SESSION:**

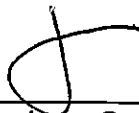
A motion was made to enter Executive Session at 7:47pm by Commissioner Tomeski, seconded by Commissioner Saunders. Motion carried. 4 Yes votes, 0 No votes.

Executive Session ended at 8:38pm.

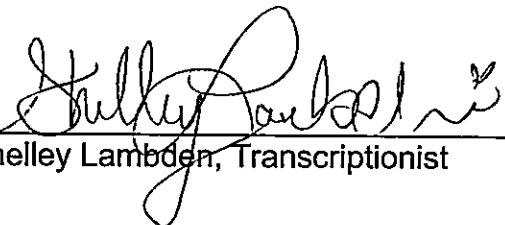
**ADJOURNMENT:**

Motion to adjourn the meeting at 8:45pm by Commissioner Tomeski, seconded by Commissioner Moran. 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