



## **December 2024 Town Manager's Report**

### **Economic Outlook**

In December, the Town issued one (1) building permit totaling \$1,620.85. One (1) building permit was issued for new construction, and forty (40) Certificates of Occupancy were issued for new homes.

The Town received a check from the Recorder of Deeds in the amount of \$81,036.94 for realty transfer taxes (RTT) collected on our behalf during November 2024.

We have a total fund balance of \$3,571,774.68 that may be earmarked for future debt payments or capital projects. \*\*Please note that some of the total balance may already be earmarked for capital improvements or budget supplements.

### **Land Use and Development**

Pending Applications include:

- Bridgeville Self Storage – Heading to BOA Hearing in January, withdrew from December Meeting
- Bridgeville Town Center – Between 13 and 404, Behind Food Lion – Received Final Approval in November – now working out necessary agreements.
- Heritage Shores Phase 7A Revisions – Withdrew from December, Expected in early 2025.

### **Board of Adjustment Hearings**

On December 13, 2024, a Board of Adjustment Hearing was held for the following application:

**104 S. Main Street, submitted by Clint Whaley** - a request for two variances:

- a. A variance to reduce the side yard setback for the construction of a new garage to replace and match the placement within the side yard setback of the existing structure located at the rear of the property in R-1 Single Family Residential at Tax Map: 131-10.16-50.00.
- b. A variance also from the maximum permitted height of a detached garage from 15' to 16' for the same proposed structure in R-1 Single-Family Residential at Tax Map: 131-10.16-50.00.

The board approved both variance requests.



On January 21, 2025, a Board of Adjustment Hearing will be held for the following application:

**18116 Sussex Highway, Bridgeville Laundry & Car Wash & Mini Storage, LLC - submitted by Robert Parnell** - a request for a variance from the required 15-foot landscape buffer between residential and nonresidential districts located in C-1 Commercial at Tax Map: 131-10.00-83.00.

### **Utility Billing Software Updates**

We have been on the hunt for an improved software package for our billing services. With the FY25 Capital Budget, a pool of funding was approved to move forward with upgrading existing software. After many months of research and demonstrations, a new vendor has finally been selected. This comes along with the timing of the completion of the water meter upgrade project, which we have been working on since 2021. As of December, all but FOUR water meters have been switched from the older Sensus water meters to the new Kamstrup water meters. The anticipated goal is to be fully functional in the new utility billing software in March 2025. With this upgrade, you will see a new look to your bills and have access to a direct customer portal that will enable you to view, print, and pay your bills online. Through the customer portal, you can sign up for E-billing, autopay, view your bills, and view your usage history. When we are ready to go live – notices will be sent out to all account holders with instructions.

### **New Employees**

In December, we gained two new employees in our continued search to grow our staff. We brought on Matthew Bunnell to our Public Works Department and Casey Johnson to our Administrative Department.

We look forward to great things from both additions as they learn and grow with our Town!

### **Street Acceptance Request**

We have received a formal request from the developer at Heritage Shores for final inspection for Street Acceptance for Phases 3B and 4C – to include Waterside Drive and parts of Argall Street and Heritage Shores Circle. Town Engineers, staff, and Developers will comb through the infrastructure in this area to identify any lingering issues and move towards official street acceptance, which will come to a future meeting when ready.



## **2025 Commission Election**

Bridgeville's next election will be held on Saturday, March 1, 2025. This election will be for two (2) Commission seats:

District 1 – Currently, Clifford Oliver

District 4 – Currently, Tom Carey

Deadline for Candidate Filing:

**January 31, 2025**

(Notice for solicitation of candidates will run in early January)

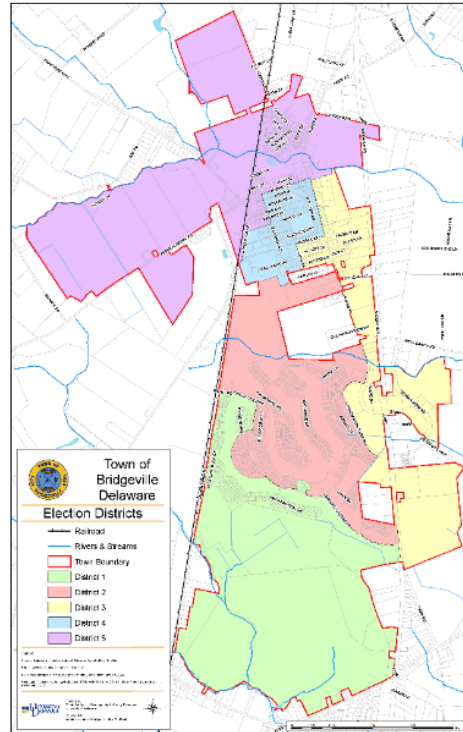
Absentee Ballots: Available

by **February 14, 2025**

Deadline for Voter Registration:

**February 19, 2025**

\*\*Larger District maps are available at Town Hall and on our website at [Bridgeville.delaware.gov](http://Bridgeville.delaware.gov).



The following notice and attached flyer for solicitation for candidates have been advertised and posted as Town Hall on our website.

### **NOTICE OF MUNICIPAL ELECTION**

**MARCH 1, 2025**

**CANDIDATE FILING DEADLINE – JANUARY 31, 2025**

**VOTER REGISTRATION DEADLINE – FEBRUARY 19, 2025**

The Bridgeville Municipal Election will be held on Saturday, March 1, 2025, at the Bridgeville Public Library, 600 S. Cannon Street, between the hours of 12:00 PM and 7:00 PM.

The Bridgeville Commissioners have established five Election Voting Districts for Municipal Elections. This year, Districts 1 and 4 residents will each vote for a candidate from their district to represent them on the Commission. All districts are for full two-year terms. Please note that the Town underwent Redistricting in 2022, and the districts have changed. If you are uncertain of your district, a voting district map is available for review at Bridgeville Town Hall and online at [Bridgeville.delaware.gov](http://Bridgeville.delaware.gov).

The Town is currently soliciting candidates in Districts 1 and 4 for the 2025 Municipal Election. The following qualifications apply to all candidates: (1) U.S. Citizen at least 21 years of age on or before the Election date; (2) Bridgeville Resident and Registered Voter in the State of Delaware for at least one year immediately preceding the Election date; (3) Registered Voter in the State of Delaware; (4) Lives within the Election Voting District they wish to represent; (5) Not convicted of a Felony. Prospective candidates must file a written

101 North Main Street, Bridgeville, Delaware 19933

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[www.bridgeville.delaware.gov](http://www.bridgeville.delaware.gov)



letter of intent with the Commission President or Secretary, along with other filing requirements, by 4:00 PM on January 31, 2025. Questions may be directed to the Bridgeville Town Hall at (302) 337-7135 or [townofbridgeville@gmail.com](mailto:townofbridgeville@gmail.com). All required flyers, forms, and additional information can also be found at [Bridgeville.delaware.gov](http://Bridgeville.delaware.gov) under “Info” and “Elections.”

Every U.S. citizen at least eighteen years of age and who has resided in Bridgeville for at least thirty days shall have one vote in their voting district during the election, provided they have registered in the State of Delaware. No person registered after February 19, 2025, shall be allowed to vote in the 2025 Municipal Election.

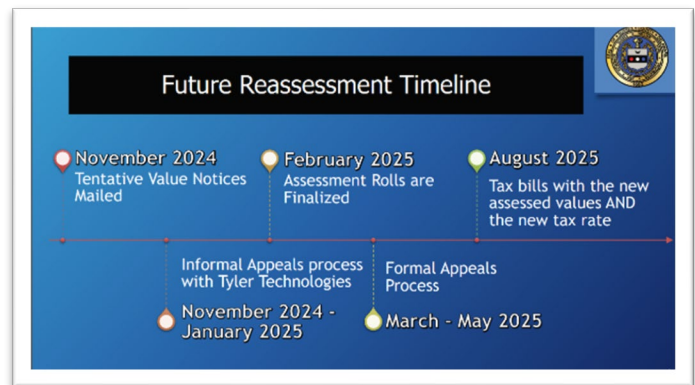
Absentee Balloting will be available for this election from February 14, 2025, through noon on February 28, 2025, at the Bridgeville Town Hall, 101 N. Main Street. Office hours are Mondays through Fridays, 9:00 AM - 4:00 PM.

### **Sussex County Reassessment Updates**

All Sussex County property owners should have received a letter in the mail informing them of their new, tentative assessments. If you have not received your letter, please feel free to call the Tyler Technologies reassessment office: 302-854-5274; a Tyler representative will be happy to share that information with you over the phone.

You may also email your request to: [sussexcountyde@tylertech.com](mailto:sussexcountyde@tylertech.com) – be sure to include the property owner’s full name(s), parcel number, and phone number for prompt and efficient service. Scheduling of Informal hearings is now closed. Property owners who

participated in the informal hearing process will receive an updated notice of value in February 2025. If you are dissatisfied with the results of the informal review with Tyler or chose not to take advantage of the informal review process, you may appeal to the Sussex County Board of Assessment. Please visit <https://sussexcountyde.gov/board-assessment-review> for information on scheduling timeframes.



The County has also provided links to a presentation and official news release on its website: <https://sussexcountyde.gov/reassessment>.

### **Rt 404 Construction Updates – Still Going**

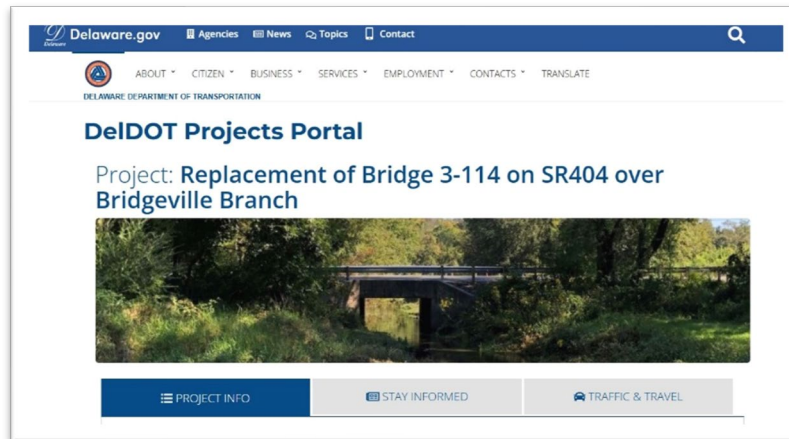
We have been receiving frequent calls for information on when 404 will be reopened - this is a DelDOT project just outside of town limits, so we do not have control of the timeline. However, DelDOT has a project portal where they post estimated timelines and



any important updates or delays within a specific project. This is the link for the 404/Bridge project. We have also posted this on our social media since it is a very long link!

[https://deldot.gov/projects/index.shtml?dc=details&projectNumber=T202107301&fbclid=IwY2xjawHEUUIleHRuA2FlbQIxMAABHb9XvhDwiKBWLx1YO1ek61hCF3IvL09Kn67umr- uiengQxMY6sR7IxbQDQ\\_aem\\_YMbMv0ojJ6\\_tYDbB7hsSFQ](https://deldot.gov/projects/index.shtml?dc=details&projectNumber=T202107301&fbclid=IwY2xjawHEUUIleHRuA2FlbQIxMAABHb9XvhDwiKBWLx1YO1ek61hCF3IvL09Kn67umr- uiengQxMY6sR7IxbQDQ_aem_YMbMv0ojJ6_tYDbB7hsSFQ)

## Project



## Justification:

Existing bridge has concrete delaminations, spalling, and cracking and is in fair condition on a major route. Replacing this bridge will improve the Department's bridge condition performance measures.

## Current Phase:

### Construction

## Project Timeline:

Construction Start Date: **Fall (October - December) 2024**

Construction End Date: **Winter (January - March) 2025**

## Project Update:

Project started in October 2024 with a detour in place until late December 2024.

## Wrap Up – 2024 Christmas Parade

Our last event of 2024 was our parade, and this year's theme was "Holiday Movie Magic!" There were so many beautiful entries this year! Thank you to all who participated - from those who entered and those who came out and braved the cold and filled our streets! Special thanks to our judges this year - Bruce Smith, Former Commissioner; Mandy Parkhurst, Manager of the Bridgeville Food Lion; and Mike Szczechura, former EDC Chair.



Below are all our winners –

Best Marching Band - Sussex Tech "Raven Nation" Marching Band  
Best Walking Group - Pride Cheerleading  
Best Commercial Entry - Shore Tint & More  
Best Equestrian - PineHaven Farm  
Best Fire Company - Greenwood Volunteer Fire Company  
Best Float - RRP Mechanical Welding  
Best Car Club - Lowered Habits  
Best Youth Group - Woodbridge ECEC

If you missed the parade, the video is posted to our page from **TV Delmarva**, so be sure to check it out!

Congratulations to the winners, and we hope to see everyone back again next year!



Respectfully Submitted,

Bethany DeBussy  
Town Manager