



## **January and February Town Manager's Report**

### **Economic Outlook**

In January, the Town issued six (6) building permits totaling \$7,636.16. Two (2) building permits were issued for new construction, and one (1) Certificate of Occupancy was issued for a new home.

In February, the Town issued three (3) building permits totaling \$2,688.50. Two (2) building permits were issued for new construction, and three (3) Certificates of Occupancy were issued for new homes.

The Town received a check from the Recorder of Deeds in the amount of \$161,217.31 for realty transfer taxes (RTT) collected on our behalf during December 2024.

The Town received a check from the Recorder of Deeds in the amount of \$54,511.38 for realty transfer taxes (RTT) collected on our behalf during January 2025.

We have a total fund balance of \$3,795,960 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 – Received approval at January's BOA Hearing, has not yet submitted for Planning and Zoning Review.
- Bridgeville Town Center – Between 13 and 404, Behind Food Lion – Received Final Approval in November – now working out necessary agreements.
- Rezoning Request – Amp Properties LLC, TM#131-10.00-51.00- Rezoning request from AIOZ to M-1 manufacturing for Warehouse, Repair and Maintenance and Warehouse/Business Use.

### **Board of Adjustment Hearings**

On January 21, 2025, a Board of Adjustment Hearing was 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.

The board approved this variance request.



### **Employee Recognition**

Brandon Slater, our Public Works director, has been proactive in our community over the last five years. He has taken active roles in our Tax Ditch Program and has been an active member on the board at Delaware Rural Water. During the DRWA conference in February, it was announced that Brandon has now been elected by his peers as the new DRWA president! We are incredibly proud of his work ethic - and following in the footsteps of his father, Bob Slater, who was a Bridgeville Commissioner and also heavily involved in DRWA.



Nick Hurd, our youngest employee, successfully passed his water licensing exam through the DRWA apprenticeship program in January. We are proud to work with DRWA and be able to provide essential education and training to our growing workforce, helping to turn interests and skills into full-fledged water operations careers!



### **Workiversaries**

Jordan Chelton, Public Works - 4 Years  
Brandon Slater, Public Works - 5 Years  
Rick Passwaters, Public Works - 30 Years  
H. Burke Parker, Police Department - 23 Years

### **Utility Billing Software Updates**

We are moving to our new Utility Billing Software during March. This will be the last billing that looks this way! This change has been several years in the making, and the Town has been using the same billing software since the 1990s. We are excited about the improvements, convenience, and efficiency that this upgrade will bring! Our new software is called Muni-Link. We will be making the switch mid-March, and running both systems until the next billing in April to make sure all accounts are up to date.

Then, with the April billing, we will send out a full sheet of information with how you can set up your new account with the new system.

What to know for now –

**PSN Users** – PSN will no longer be active once the new system is in place. If you have an account with PSN, you will need to set up a new account with Muni-Link when that portal goes live.



**Account Numbers** – Your account number will change. Your legacy account number will be documented in the system, but you will need to adjust any memos to the new account number on your April bill.

**Multiple Accounts** – if you have multiple accounts, you will be able to link those accounts together for payment. No more separate bills!

**Portal Access** – The new account system will let you access your account information, including receipts, past bills, and usage information. You will also be able to set up auto payments and view live balances, as well as manage contact information and set emailed vs. mailed bill preferences. A link will be provided with the April billing.

**Landlord/Tenants** – We will now have better ability to mail/email bills to landlords and tenants!

**Notification System** – This system includes a notification system, which allows us to send out emergency notices, such as boil water advisories, water leak information, and more. It is important that you make sure your contact information is up to date with us!

We look forward to these new and exciting changes, please contact Town Hall should you have any questions in the meantime.

### **2025 Commission Election Canceled**

The Town of Bridgeville's Municipal Election, scheduled for Saturday, March 1, 2025, has been canceled.

District 1 candidate Clifford Oliver has withdrawn from the election, leaving Nadine Bravo is unopposed. The following candidate has submitted the required documentation for their candidacy in their respective districts and are now unopposed as of the Friday, January 31, 2025, filing deadline.

District 1 – For a 2-Year Term, Nadine Bravo

District 4 had no candidates apply, and a representative from District 4 will be sought and appointed at a later meeting.

New Commissioners will be sworn in at the regularly scheduled meeting on March 10, 2025.

### **Sussex County Reassessment Updates**

County Council, during its regular meeting on Tuesday, Feb. 25, 2025, received the latest update on the years-long project to revalue nearly 200,000 parcels countywide as the effort, brought about following a 2018 education funding lawsuit, tracks to finish this year. In short, the County has now received the final assessment rolls from the project's contracted vendor, Tyler Technologies, and is moving into the final appeals phase, slated to begin in March.

“The public can now see years of work coming into full focus, from their preliminary assessment values to what their future tax bills may look like,” Finance Director/Chief



Operating Officer Gina A. Jennings said. “We’re nearing the end, but a few important steps remain.”

Chief among those is the appeals process before the County’s Board of Assessment Review, which will meet throughout the spring to hear cases in which property owners can contest values if they believe they’re in error. Assessments, which are now reflected for each parcel and viewable on the County’s website, are used to calculate annual property tax bills. Once the appeals process ends, all property assessments will be finalized and the County will adopt a new property tax rate, to maintain an overall ‘revenue neutral’ position in accordance with Delaware law. Currently, Sussex County’s annual property tax rate is set at 44.5 cents per \$100 of assessed value, but with assessment values now increased, the rate will come down. That will occur as part of the budget process in May, ahead of tax bills issued this August.

For more information on the reassessment project, including how to file an appeal, as well as to use a new tax calculator - <https://sussexcountysde.gov/property-tax-calculator>, visit <https://sussexcountysde.gov/reassessment>.

### **Newton Road Corridor Study**

We have been actively participating in DelDOT’s latest study as part of the Coast Corridors Study – 404 and beyond. This phase has focused on Newton Road and the intersection of Route 13.

DelDOT’s Coastal Corridors Study is focused on identifying transportation solutions for east-west routes in Sussex County including Route 16 and Routes 404/9 between US 113 and SR 1 as well as Redden Road and other local roads in the area. These roadways represent the primary east-west corridors in the northern part of Sussex County that are currently congested or are at risk for congestion based on anticipated growth.

A Public Workshop is planned for **Tuesday, April 1, 2025**, at the Woodbridge High School Cafeteria to discuss data collected and analysis results from this study. The public is highly encouraged to attend and participate.

To learn more about this study, please visit <https://deldot.gov/projects/Studies/coastalcorridors/>

**Newton Road Corridor Study**

**Public Workshop**  
Tuesday, April 1, 2025  
Woodbridge High School Cafeteria  
Stop in anytime between 4:00 to 6:00 pm

Woodbridge High School  
14712 Woodbridge Rd.

Please join us to learn about the corridor study, see preliminary recommendations, and share your thoughts.

This is an "open house" style workshop. Workshop participants can drop in anytime between 4 p.m. and 6 p.m. There will be information displays, including draft recommendations, and staff from DelDOT to discuss and answer questions. We anticipate most participants will stay for about 30 minutes.

**About the Newton Road Corridor Study:** The purpose of this study is to examine potential improvements to Newton Road north of Bridgeville between SR 404 and Fern Road. The study is a recommendation of the Coastal Corridors Study – Greenwood / Bridgeville Transportation Plan. Study considerations include safety, area development plans, multimodal access, and other roadway features.

Learn more about the Newton Road Corridor Study effort and access presentation materials and feedback form the week of the workshop at <https://publicinput.com/47157>.

Si necesita servicios de traducción al español para este taller, por favor póngase en contacto con [newtonrd@publicinput.com](mailto:newtonrd@publicinput.com) a más tardar el martes 25 de marzo de 2025.

This study is a result of recommendations created for the Greenwood/Bridgeville Corridor Transportation Plan and Coastal Corridors transportation study and is sponsored by DelDOT. The construction and project is supported by contractors Wharton, Reynolds, and Associates.



### **Volunteers Needed**

We are seven months away from the 2025 Apple Scrapple Festival on October 10 and 11, 2025, but it is never too early to begin planning and fundraising for the largest "fun"draiser in Western Sussex County. We are looking for enthusiastic, hard-working, and excited volunteers to help us coordinate all the great events during our festival and fundraisers throughout the year. If you would like to make a difference, please join us at our next planning meeting on Tuesday, March 25, at 6 pm at the Bridgeville Public Library. If you are interested in volunteering for any other events held by the Town or would like to join, please contact Town Hall.

### **Upcoming Events**

Easter Egg Hunt – Hosted by the Woodbridge Little League, Town of Bridgeville, and Bridgeville Public Library. Come join us for our free annual Easter egg hunt at the ball fields. All About Inflatables will be there from 2-4 pm as well as Vanderwende's Ice Cream - both will have a cost. We hope to see you there!



Respectfully submitted,

Bethany DeBussy  
Town Manager