



## **April Town Manager's Report**

### **Economic Outlook**

In April, the Town issued sixteen (16) building permits totaling \$41,970.18. Eight (8) building permits were issued for new construction, and four (4) Certificates of Occupancy were issued for new homes.

The Town received a check from the Recorder of Deeds in the amount of \$75,813.62 for realty transfer taxes (RTT) collected on our behalf in March 2025.

We have a total fund balance of \$3,885,287.89 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 – Scheduled for May Planning & Zoning
- Bridgeville Town Center – Between 13 and 404, Behind Food Lion – Received Final Approval in November – Site Work Started, Working out Waterline 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. – Scheduled for May Planning & Zoning
- AutoZone – Minor Development Plan – Scheduled for May Planning and Zoning

### **New Town Signage**

The new Town signage that was approved last year has now been installed. These replaced the rocking chair signs in the median on Route 13, along with the large billboard-style signs at all directional entrances to the Town. The design included the new town seal and branding we adopted a few years ago, mixed with a little bit of history. The font on the “welcome to” part of the sign is pulled from old town letterhead that was utilized in the 1970s and 1980s.





## Utility Billing Software Updates

After several months of hard work and three years of water meter upgrades, our new software is FINALLY here!



With this upgrade, you will see a new look to your bills and have access to a 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 and autopay, view your bills, and view your usage history. Once you have received your first new bill, you will be able to register your account or use the quick pay feature by visiting <https://bridgeville.authoritypay.com>. **Your new bill will provide you with the necessary registration information, such as your new account number and CID number in the top right corner.** You can also find the portal link by going to our website and clicking on “Pay Online” and then “Water Payments.” Once you are registered, you can set up your profile, payment methods, and bill delivery preferences.

We are also moving to a new notification system that we will utilize to keep you up to date on important information and urgent notices, such as boil advisories, loss of water, and more. Once you have received your first call from us, please save the number so you can be sure to receive our calls. In order to reach you, we would appreciate it if you could take a moment and provide your updated contact information, such as your mailing address if it has changed, phone number, and email address, with your next payment. You can also update your information by contacting our office at 302-337-7135 or via email at [townofbridgeville@gmail.com](mailto:townofbridgeville@gmail.com), as we want to ensure we are able to reach everyone. We look forward to implementing these new changes that will make more information available to you!!

We have received many questions about Autopay options. Be assured this IS coming, and we will announce it as soon as it goes live. It is currently still in development with our processor.

**YOUR ACCOUNT NUMBER HAS CHANGED – PLEASE BE SURE TO USE YOUR NEW ACCOUNT NUMBER ON ANY CHECKS OR BANK CHECKS.**

For anyone with an irrigation account, we have merged those meters onto one bill – no more separate bills!

This process has not been without its challenges, as our old software was in place for 20+ years. If you have questions or concerns about your bill, please contact us at Town Hall – we are happy to review your account with you!



## Another New Feature – Report a Concern



Another upgrade we have been working on has also launched – our new report a concern module. This feature is one of five developing modules with GovPilot. We contracted with GovPilot in 2024 to take on items, including licensing, permitting, and code enforcement, which are currently all being processed manually/by paper.

The Report a Concern module is our segue into Code Enforcement, but includes much more. Here, residents can report various issues they spot throughout town, from potholes to deceased animals in roadways, curb damage to fallen trees, and everything in between. Once a concern is reported, the reporter will receive updates for the complaint as it is investigated and resolved. On the back end, this feature gives the Town valuable data for the types and locations of concerns being reported and reporting on the resolution timelines. This module also allows us to carry those concerns into code violations with letter templates, tracking, and billing for the standard code enforcement processes.

We will announce the additional modules as they are brought on; next should be rental and business licensing!

**Concern Details**

Type:  If Other:

Construction After Hours  
Damaged Curbs  
Flooding  
General Property Maintenance  
High Grass  
Noise Complaint  
Offensive Smell

**Identification**

The Town of Bridgeville endeavors to deliver all public services in a professional manner and to respond promptly to all citizen inquiries and concerns. The Town of Bridgeville will hold your information in confidence and will ONLY be used by an employee from the Town of Bridgeville to contact you in the event that more information about your concern is required.

First Name:  Last Name:  Phone #:  Email:

Address:  Address 2:  City:  State:  ZIP:

**Attachments**

If you have any pictures or documents that would assist us in the handling of this concern, please attach them below.

- Do not take any pictures unless it is absolutely safe to do so.



### **Grass Cutting and Yard Maintenance Reminders**

Now that Spring has officially sprung - a Reminder of Chapter 90 of the Town Code - No landowner shall permit the unregulated growth of vegetation, including but not limited to weeds, grass, hedges, bushes, or shrubs, to be maintained on any property within the corporate limits of the Town of Bridgeville. No weeds, grass, or other ground cover vegetation shall exceed a height of eight inches at any time of the calendar year. No hedges, bushes, shrubs, trees, or other vegetation shall be permitted to grow in such a manner as to inhibit the free passage of or present a danger to pedestrians on any street, alleyway, sidewalk, or walkway. **No weeds, grass, or other vegetation clippings, etc., shall be placed on any street, alleyway, passageway, sidewalk, or walkway. Violations of this Code will result in fines.**

### **Water Meter Pits, Meters and Irrigation Companies**

We have had an increase in incidents involving landscaping/irrigation contractors tampering with meter pits, including turning the water on and off within the meter pit itself rather than using the irrigation control boxes. This has caused extensive issues and even damage to lids, meters, and service lines. Per Section 228-5 of the Bridgeville Town Code, “No unauthorized person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the waterworks.” This is a fineable offense. More importantly – tampering with Public Water Systems is a federal crime under the EPA’s Safe Drinking Water Act and can carry prison sentences and hefty fines. Tampering with any lines can cause contamination back into the drinking water supply, which is a danger to the health and safety of thousands of residents and, as such, is taken very seriously. Please help by preventing your landscaping/irrigation contractors from tampering with meter pits.

### **May SCAT Dinner**

Bridgeville hosted the May Sussex County Association of Towns dinner at the Bridgeville Fire Hall on May 7, 2025. Our speakers were Jen Reitz, AICP, Technical Assistance to Brownfields (TAB) Lead, University of Delaware Institute for Public Administration, and Melissa Leckie, Planner V, DNREC/WHs/Remediation Section. They spoke about some of the Federal and State Brownfield Grant Opportunities available to municipalities.

Special thanks go to the Bridgeville Auxiliary for another amazing dinner, Vanderwende’s Creamery for the ice cream to go with dessert, RAPA Scrapple for the scrapple gifts







to all of our visitors, town Engineers Davis Bowen and Friedel for sponsoring the cost of the bartenders, Jeff's Taproom and Grille for providing bartenders, and last but not least, the Town staff who rallied together to organize, decorate, prepare charcuterie cups, and run the event. Our centerpieces featured board games – as our theme for events this year will all relate to Classic Board games! We had 107 RSVPs, with visitors from 16

different Sussex County towns, along with several professional organizations and, of course, our very own Senator Dave Wilson. We hope everyone enjoyed the evening as much as we did, and we look forward to hosting next year's event!

### **K9 Fundraising – Kiwanis BBQ**

Kiwanis BBQ—Thank you to everyone who came out to support K9 Django at the Kiwanis Chicken BBQ on Sunday, May 4, 2025! We sold out completely early in the afternoon! Thank you to the Kiwanis for the opportunity!

For those who couldn't make the fundraiser but would still like to donate, we accept donations at Town Hall year-round, and donations can also be made through our website by clicking "pay online" and then "virtual treat."



Respectfully submitted,



Bethany DeBussy  
Town Manager