

## **MINUTES**

### **COMMISSIONERS OF BRIDGEVILLE AUGUST 11, 2003 - 7:00 P.M. BRIDGEVILLE TOWN HALL**

#### **I. CALL TO ORDER**

The meeting was called to order by President Joe Conaway. Present: Commissioners Margaret Sipple, Pat Correll, Earl Greason, Bill Jefferson, and Town Manager Bonnie Walls. The meeting started with the flag salute and the Lord's Prayer.

#### **II. APPROVAL OF MINUTES**

After reviewing the minutes of the regular monthly meeting of July 14, 2003, Commissioner Correll made a motion to approve the minutes as presented. Motion was seconded by Commissioner Sipple and carried unanimously.

#### **III. APPROVAL OF BILLS**

President Conaway explained the Town's Auditors Lank, Johnson & Tull had prepared the financial report for the period ending July, 2003. Mr. Rick Tull listed all bills for a total of \$32,355.81. The Town will be reimbursed for Davis, Bowen & Friedel (water and sewer service to Bridgeville South) bills in the amount of \$2094.25 by Allen and Rocks, Inc.; A Davis, Bowen & Friedel bill for hydrogeologic study for spray irrigation in the amount of \$742.50 will be held and paid at a later date with forthcoming loan funds from the Department of Natural Resources and Environmental Control; Sussex Tree invoice for \$3,960 (July 6, 2003 wind storm) will be held for possible grant funding; Sussex County Treasury Division for \$1,524.42 is not due until September; and in the past, Blue Cross Blue Shield bills were not listed as a bill payable, listed though is a Blue Cross Blue Shield bill in the amount of \$3,885.21. After a general review of the bills presented, Commissioner Correll made a motion to pay the monthly bills. Motion was seconded by Commissioner Jefferson and carried unanimously.

President Conaway explained at the July 14, 2003 meeting; authorization resolution papers were adopted naming appropriate signers for the Town's bank accounts. Due to the resignation of the Town Treasurer, Debbie Miller, authorized signers will be: Joseph Conaway, Margaret Sipple, Bonnie Walls and Alma Fleetwood.

#### **IV. DEPARTMENT REPORTS**

Water Commissioner Correll reported the nitrate problem at Well #2-2D, located at Cherry Alley, has improved, but water samples are currently being tested by Envirocorp Inc. in Harrington, Delaware. The well will be placed back on line if the test results so allow.

The submitted police department report from Chief Allen Parsons indicated the monthly revenue was under a \$1,000, but Police Commissioner Jefferson explained that revenue money due to municipalities from the courts, takes approximately three months to receive, with amounts received varying month to month.

#### **V. CITIZEN'S PRIVILEGE**

Mrs. Cindy Truitt of 209 Market Street, Bridgeville, presented the Commissioners with a plaque to express her gratitude for increasing the Bridgeville Police Department to five full-time police officers, thereby enabling the Town to have twenty-four hour, seven day a week coverage. Commissioners thanked Mrs. Truitt for her thoughtfulness.

The police department will follow up on a request from Mr. Lester Williams, 600 Birch Street, Bridgeville, concerning tall grass and an abandoned vehicle located at 514 North Cannon Street.

#### **VI. OLD BUSINESS**

President Conaway presented a Police Mutual Aid Agreement which allows police assistance between the Bridgeville Police Department and other municipalities. After a general discussion, Police Commissioner Jefferson will review the agreement and present his recommendations at the regular monthly Commission meeting scheduled for September 8, 2003.

The Commission will address procedures, etc. at the September meeting regarding the property at 104 North Main Street, Bridgeville. The Dangerous Building Inspection Committee has conducted an inspection of this property and submitted their report at the July 14, 2003, monthly meeting.

Town Manager Walls advised the parcel of land located at North Main Street, leased by the Town from Mr. Thurman W. Adams, allowing entrance into the Wastewater Treatment Facility had not been paid for 2002 or 2003. The lease agreement entered into in 1980 was in the yearly amount of \$132.50. In September, 1989, the

Commissioners made a motion and unanimously agreed to pay the yearly fee of \$132.50, plus ten percent of Mr. Adam's property tax bill (totaling \$167.00). The current tax bill on the parcel is \$41.18. President Conaway suggested the Town waive Mr. Adams' tax bill and pay the annual payment of \$132.50 from this date forward. After a general discussion, Commissioner Correll made a motion to pay Mr. Adams yearly lease fee of \$132.50, waive the tax bill, and also pay past, and previous lease agreement amounts due. Motion was seconded by Commissioner Jefferson and carried unanimously. It was noted Mr. Adams has expressed an interest in selling this parcel to the Town.

Town Manager Walls advised she will meet Thursday, August 6, 2003, with State Health Plan representatives to review the insurance plans to be offered to all full time Town employees. The state insurance representatives will present the health insurance options to all full time employees on Wednesday, August 20, 2003. Dental vendors will also be attendance to offer their plans. Dental plans will be at the expense of the employees.

Town Manager Walls reported as requested, on the DeIDOT 2003 Street and Sidewalk Improvement Project. Davis, Bowen and Friedel, Town Engineers, were to provide an estimated work schedule for the project, but to date it has not been received. As soon as the schedule is received, a copy will be placed in the Commissioner's mailboxes.

## **VII. NEW BUSINESS**

Due to conflicts regarding the regular monthly meeting date for October, 2003, the Commissioners agreed to change the monthly Commission meeting to the third Monday in October, 2003. Commissioner Jefferson made a motion to schedule the Commission meeting for October 20, 2003. Motion was seconded by Commissioner Correll and carried unanimously.

President Conaway announced Senator Thurman Adams and Representative Ben Ewing, have advised they will again this year have Community Cleanup Initiative Program Credits that can be used for landfill costs. Total is in the amount of \$3,000. Discussion followed on scheduling a Clean Up Day and needed particulars. It was decided that pick up of items, etc. will be door to door for certain items. The possibility of a scrap metal dealer being available at the Town Hall parking lot for such related items was discussed and will be looked into. After further discussion, the date of Saturday, September 20, 2003 was selected for the Clean Up Day. Commissioners requested that the Town's newsletter be published early in September, giving all the details of the Clean Up Day. In all likelihood, appliances, construction material, furniture, etc. will not be picked up. It was pointed out the garbage trucks will only pass down each street once during the day for pick up. There will be no going back for missed items.

President Conaway suggested that a printed message appear on the August water and sewer bills requesting dog owners not to allow their dogs to defecate in other people's yards. It was noted, the SPCA did patrol the Town last week concerning a pack of dogs running at large throughout Town.

A letter was received from Rev. Gary Tulak of the Union United Methodist Church pertaining to the Kids for Sanctuary Playground (located on Market Street behind the Bridgeville Police Department). Rev. Tulak expressed his concerns regarding the condition and problems existing at the playground. Playground equipment has had vulgar language written on it, a group of young people have been heard using vulgar language and displaying lewd sexual behavior. The Town agreed to sponsor the playground project in its entirety in order for grant funding to become available. When the playground was built in 1996 by the community, a committee was to be formed to follow up on playground needs. President Conaway commented the playground problems, should not be the concern of the Methodist Church. Commissioner Jefferson will contact Rev. Tulak and Ms. Rita Hovermale, playground chairman when being built, to see if the problems can be addressed and resolved.

The Sussex County Association of Towns (S.C.A.T.) meeting is scheduled for Wednesday, September 3, 2003 at the Georgetown CHEER Center. The Honorable Ruth Ann Minner, Governor, will be the guest speaker. The membership drive for associate members currently totals twenty, which includes Allen & Rocks, Inc.

President Conaway summarized a letter S.C.A.T. is forwarding to Ms. Connie Holland, Director of Delaware State Planning Coordination, concerning an attempt to circumvent the annexing requirements of "Livable Delaware" and to ignore the certification process itself. If a municipality chooses to ignore the certification and annexation processes of "Livable Delaware" as it seems Smyrna intends to pursue, then such actions could affect other municipalities. S.C.A.T.'s letter urges the State Planning Coordination office to take whatever steps necessary to protect the integrity of the process of "Livable Delaware", a process that all Delaware counties and municipalities are required by law to follow. Members of the Delaware League of Local Governments support S.C.A.T.'S position.. President Conaway and the Commissioners will send a letter pertaining to the annexation requirements to the Office of State Planning and Coordination.

#### **VIII. SPECIAL REPORTS**

Discussion was held regarding the installation of 50 MPH speed limit signs and radar patrolled signs for the Wilson Farm Road as it relates to the area within Town limits. It was felt these signs are needed, with the matter being looked into.

Commissioner Jefferson reported the 1996 Crown Victoria police vehicle, used by Officer Coleman, has internal engine problems. Cost for a rebuilt engine, bearings, etc. is approximately \$4,000. It was pointed out there are currently five (including the 1996 vehicle) vehicles available for road use, with there only being a need for three vehicles at one time (total scheduled police officers working) and no funds in the budget for the repairs. After a general discussion, the Commission decided not to repair the vehicle at this time.

Discussion was held regarding the property located 102 North Main Street, Bridgeville. President Conaway and the Commission decided to start action on this property as numerous letters have been sent to the tenants concerning the accumulated debris, etc. on the property. A certified letter was sent to the owner, Alvin Tribitt, directing the clean up of the property per the Town Codes. As of this date, no attempt by the owner has been taken to clear the debris. After further discussion, Commissioner Jefferson will order a warrant for the arrest of the owner, citing the violation of codes.

The house located at 118 North Main Street has been demolished by the state in preparation of a new bulk head along the ditch bank. An old shed was left on the property. Town Manager Walls will check to see if the shed is scheduled for removal.

Town Manager Walls reported auditors, Lank, Johnson and Tull, started on July 28, 2003, the audit for the year ending 2003.

Correspondence:

The monthly newsletter from the Department of Natural Resources and Environmental Control (DNREC) was received for review.

A news release was received from the Delaware State Housing Authority pertaining to the Community Block Development Grant Funding. The only municipality downstate to receive funding this year was Ellendale.

The 2002 Annual Report from The Delaware River and Bay Authority was received for review. President Conaway commented that each Commissioner on The Delaware River and Bay Authority receives \$75,000 for community projects. Commissioner Jefferson suggested should the Town be eligible to receive funding, a river walk on North Cannon Street (Frog Harbor area) would be a good project.

The quarterly publication from the Delaware Community Reinvestment Action Council, Inc. (DCRAC) was received for review.

Mr. Nick Rocks, Allen and Rocks, Inc., Bridgeville South Developer, advised the pre-development run off analysis to Sussex Soil Conservation has been submitted; the required DelDOT traffic count assessment completed (13 intersections); and surveys are nearing completion on the Kenneth Wilson property. Mr. Bob Rauch is currently working on the storm water plan for the new community. Davis, Bowen & Friedel will soon complete the off-site wastewater design. Mr. Rocks commented the project start date is still scheduled for December, 2003.

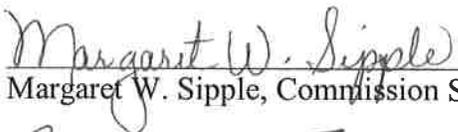
President Conaway suggested to Mr. Rocks that the grand opening of the new golf course at Bridgeville South could possibly be scheduled to coincide with the Apple-Scrapple Festival held the second weekend in October, and a "Benefit Golf Tournament" be part of the festival activities. Mr. Rocks stated he would certainly consider the suggestion.

Commissioner Correll advised a work order was submitted to Conectiv for several street lights throughout Town that are in need of repair.

#### **IX. ADJOURNMENT**

Commissioner Sipple made a motion to adjourn the regular monthly meeting. Motion was seconded by Commissioner Jefferson and so carried. Meeting adjourned at 8:17 p.m.

Respectfully submitted by:

  
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Margaret W. Sipple, Commission Secretary

  
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Alma Fleetwood, Recording Secretary