

**MINUTES  
COMMISSIONERS OF BRIDGEVILLE  
June 8, 2015 – 7:00 P.M.  
TOWN HALL**

**I. EXECUTIVE SESSION CALL TO ORDER**

The meeting was called to order at 6:30 P.M. by President Pat Correll. Present: Commissioners Sharon McDowell, Kevin Carson, Jay Mervine, Lawrence Tassone, Town Manager Jesse Savage and Solicitor Dennis Schrader.

**II. QUORUM PRESENT**

President Correll reported a quorum was present to discuss the business of the Town of Bridgeville.

**III. EXECUTIVE SESSION – PERSONNEL**

The Commissioners discussed Personnel and no votes were taken.

**IV. OPEN SESSION CALL TO ORDER**

The Commissioners came into Open Session at 7:00 P.M.

**V. POSSIBLE ACTION ON EXECUTIVE SESSION MINUTES**

Solicitor Schrader advised that during the Executive Session the Commissioners discussed a renewal of contract for Mr. Jesse Savage as Town Manager and Finance Director. This contact would be in effect from July 1, 2015 until June 30, 2020.

Motion to approve the Town Manager/Finance Director contract – Tassone; 2<sup>nd</sup> – McDowell; motion carried. The meeting began with the Pledge of Allegiance and Prayer.

**VI. APPROVAL OF MINUTES**

Motion to approve the minutes from the April 29<sup>th</sup> Budget Workshop, the May 11<sup>th</sup> Commission meeting and the May 19<sup>th</sup> Budget Workshop – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

**VII. CORRESPONDENCE**

Town Manager Savage advised the receipt of a letter of thanks from Nanticoke Health Services Foundation for the Town's pledge of \$10,000 over five years, as well as an initial \$2,000 gift in May.

**VIII. TRIBUTE – WOODBRIDGE HIGH SCHOOL STUDENT CHASE MARVIL**

Commission President Correll reported High School Junior Chase Marvil has been in local newspapers recently concerning "The Inspiring Project" that he has created. Chase advised his project uses social media to encourage positivity and has communicated with and encouraged people all around the world. The project started at Woodbridge High School with a wall of cards written by all the students

with positive and uplifting statements. Chase's former School Superintendent and current Town Commissioner, Dr. Kevin Carson, read a Tribute from the Town Commission to Chase. Dr. Carson added that Chase will be serving on the Woodbridge Board of Education as the student representative.

## **IX. APPROVAL OF FINANCIAL STATEMENTS AND BILLS PAYABLE**

### Balance Sheet – May, 2015

General Fund – \$170,167, a decrease of \$112,619 over last month

Library Fund – \$1,792.01

All Accounts – \$1,216,043, a decrease of \$104,907

Accounts Receivable – \$222,832

### Budget Report Target – 92% (11 months into budget year)

Income – \$2,365,273 – 88% of budget

Expenses – \$2,271,893 – 85% of budget

Net Income – \$93,380

### Accounts Payable

Bills – \$60,152

Expected Expenses – \$259,550 (including health insurance, payroll, utilities, etc.)

Total estimated amount to be approved – \$319,702

Motion to approve the bills as presented – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

## **X. TOWN REPORTS**

There were no questions concerning the Town Reports.

## **XI. CITIZEN'S PRIVILEGE**

Mrs. Ruth Skala from 108 Whistling Duck Dr. is aware that the transfer tax budget line has been fulfilled, but asked where additional transfer tax was in the budget. Town Manager Savage reported it is represented in the capital budget, not the operating budget. The Town has collected approximately \$360,000 in transfer tax.

The Economic Development Committee is hosting a Visioning Workshop with consultants on Tuesday, June 30<sup>th</sup>, 6:00 P.M. at the Bridgeville Public Library. Mrs. Skala encouraged participation to help design how Bridgeville will grow and improve. The results of the 3-day project will be shared on Thursday, July 2<sup>nd</sup> at 6:00 P.M. with plans to guide the Town in future economic development.

Mrs. Skala also encouraged residents to participate in the Jumping June Jamboree Fundraiser for the Friends of the Library Group on Saturday, June 13 from Noon to 4:00 P.M.

Ms. Dottie Harper from Heritage Shores reported a new "Frozen Farmer" business is now located next to the Pro Shop. They are selling a healthy version of ice cream/sorbet/smoothies, etc.

## **XII. OLD BUSINESS**

There was no Old Business to be discussed at this meeting.

### **XIII. NEW BUSINESS**

#### **A. Resolution to Adopt FY-16 Budget**

Motion to adopt the FY-16 Budget Resolution and name it Resolution #15-4 – Mervine; 2<sup>nd</sup> – Tassone; motion carried.

#### **B. Resolution to Approve DNREC & USDA Grant Application**

Motion to adopt the Resolution to pursue USDA and DNREC grant applications for improvements to the Wastewater Treatment Plant and name it Resolution #15-5 – Carson; 2<sup>nd</sup> – Mervine; motion carried.

#### **C. Resolution to Authorize the President and Secretary to Execute and Deliver Closing Documents for the Dearborn Land Investment, LLC Sale**

This Resolution authorizes the Commission to sign closing documents related to the sale of Town property on the corner of Market and N. Main Sts. (0.3386 acres) to Dearborn Land Investment, LLC for a Dollar General Store. Motion to approve the land sale and adopt Resolution #R15-6 – Mervine; 2<sup>nd</sup> – Tassone; motion carried.

### **XIV. INTRODUCTION OF ORDINANCES**

Ordinance #2015-D, An Ordinance to amend the Land Use and Development Code relating to Source Water Protection was introduced. State code requires that once a Town population reaches 2,000 it must institute greater regulations to protect the drinking water supply. The Ordinance will go to the Planning and Zoning Commission for their consideration and a Public Hearing at their July 21<sup>st</sup> meeting. The Commission will conduct a Public Hearing and vote on this Ordinance at its August meeting.

### **XV. GOOD OF THE ORDER**

Commissioner Carson advised the speed warning detection system was made possible by Senator Pettyjohn, Representative Wilson and County Councilman Vincent and the Town is very appreciative. The machines have the capability of recording days and times of violations, which would be helpful to the Police Department, as they could patrol during the times of excessive violations. Efficient use of the police officers' time is important.

Commissioner Carson expressed concern about eastbound Market St. Visitors assume that the parking lane is a driving lane and it is a potential accident area when motorists legitimately park on Market St. He suggested approaching the state to mark the parking lane more appropriately (at state expense) so it is understood that it is a parking lane and not a motor vehicle lane. It was clarified that the state owns both Market and Main Sts. in Bridgeville.

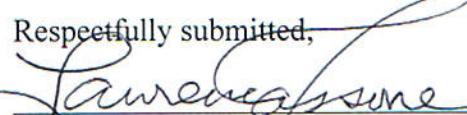
Town Manager Savage advised a Drug Take-Back event takes place on Saturday, June 13<sup>th</sup> from 11:00 A.M. to 2:00 P.M. at the Bridgeville Volunteer Fire Company and the "Coffee with a Cop" event takes place at Jimmy's Grille that same day from 7:00 – 10:00 A.M.

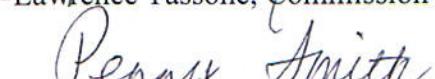
Solicitor Schrader introduced Mr. Eric Hacker, a new attorney at Morris James who will be assisting him with Bridgeville issues.

**XVI. ADJOURNMENT**

Motion to adjourn – Mervine; 2<sup>nd</sup> – McDowell; motion carried. The meeting was adjourned at 7:35 P.M.

Respectfully submitted,

  
Lawrence Tassone  
Lawrence Tassone, Commission Secretary

  
Peggy Smith  
Peggy Smith, Transcriptionist