

**MINUTES**  
**COMMISSIONERS OF BRIDGEVILLE**  
**March 13, 2017 – 7:00 P.M.**  
**TOWN HALL**

**I. CALL TO ORDER**

The meeting was called to order at 7:00 P.M. by President Pat Correll. Present: Commissioners Timothy Banks, Tom Carey, Sharon McDowell, Town Manager Jesse Savage and Solicitor Dennis Schrader. The meeting began with the Flag Salute and Prayer.

**II. QUORUM PRESENT**

President Correll reported a quorum was present to discuss Bridgeville Town business, despite the absence of Commissioner Tassone.

**III. APPROVAL OF AGENDA**

Motion to approve the Agenda – Banks; 2<sup>nd</sup> – McDowell; motion carried.

**IV. COMMISSIONERS OATHS OF OFFICE**

Solicitor Schrader administered the Oath of Office to continuing Commissioners McDowell and Banks. There were no opponents for their Commission seats.

**V. APPOINTMENT OF COMMISSION OFFICERS AND STAFF**

The following appointments were made:  
Pat Correll – President; Sharon McDowell – President Pro Tempore; Lawrence Tassone – Secretary; Jesse Savage – Town Manager/Finance Director; Dennis Schrader – Attorney; Jason Loar/Davis, Bowen and Friedel, Inc. – Engineer.

**VI. APPROVAL OF MINUTES**

Motion to approve Minutes from the February 13<sup>th</sup> Commission meeting and Executive Session – Carey; 2<sup>nd</sup> – McDowell; motion carried.

**VII. CORRESPONDENCE**

A letter was received from Nanticoke Health Services Foundation thanking Bridgeville for its \$2,000 donation (year 3 of a 5-year, \$10,000 commitment). The letter is available for review concerning how the Town's contribution will be spent.

**VIII. APPROVAL OF FINANCIAL STATEMENTS AND BILLS PAYABLE**

Balance Sheet – February 28, 2017

General Fund – \$963,538 (increase of \$56,936 from last month)

All Accounts – \$2,413,955 (increase of \$57,838)

Accounts Receivable – \$61,562

Budget Report Target – 67% (8 months into budget year)

Income – \$2,060,970 (Income at 77% of budget)

Expenses – \$1,701,376 (Expenses at 63% of budget)

Net Income – \$359,594

Accounts Payable

Bills – \$22,610 Expected Expenses – \$156,202/Total estimated amount for approval –\$178,812

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

## **IX. TOWN REPORTS**

Department Reports were reviewed and are attached to these minutes.

Town Manager Savage has added new, helpful information to his Town Manager's Report, including upcoming events and Town Employees' work anniversaries. Present Correll congratulated Police Chief Burke Parker for his 15 years with the Town.

## **X. CITIZEN'S PRIVILEGE**

Mr. Bill Atwood from 113 Emily's Pintail Dr. asked for clarification concerning the upcoming Resolution for the bond. Is the Police Station part of the \$1.56 million? It is not; this Resolution concerns re-financing debt. The re-financing will save the Town approximately \$800,000.

## **XI. OLD BUSINESS**

There was no Old Business to discuss at this meeting.

## **XII. NEW BUSINESS**

### **A. Life-Saving Awards – Police Chief Parker**

Police Chief Parker introduced Bridgeville Police Department Sergeant Robert James and Greenwood Police Department PFC William Thomas to honor them for their quick response that saved a life in January 2017 when they were dispatched to a house fire on Church St. in Bridgeville. The officers were able to bring the individual in the building to safety and then checked for additional individuals inside and removed fuel cans and other highly flammable materials to avoid acceleration of the fire. Both officers went above and beyond putting their lives in danger in order to preserve another human life.

The Officers were presented the Life Saving Award on behalf of the Bridgeville and Greenwood Police Departments, along with a medal signifying they have been involved in a life-saving event. Police Chief Anderson from the Town of Greenwood was also in attendance to honor the officers.

**B. Property Assessment Listing and Tax Appeal Day, March 25, 2017**

Per the Charter, assessments have been collected from Sussex County. Tax Appeal Day is set for Saturday, March 25<sup>th</sup> from 1:00 – 2:00 PM. The Town Hall will be open to express concerns about assessments. A further appointment would be made, should a property owner wish to formally appeal their County assessment.

Motion to approve the Property Tax roll – Carey; 2<sup>nd</sup> – Banks; motion carried.

**C. “A RESOLUTION PRESCRIBING THE DETAILS, FORM OF AND PROVIDING FOR THE SALE BY THE COMMISSIONERS OF BRIDGEVILLE OF ITS \$807,039 AND \$1,156,162 GENERAL OBLIGATION BONDS TO FINANCE OUTSTANDING DEBT”**

The Commissioners are re-financing wastewater debt and adopting a Resolution authorizing the Town to re-finance current debt and lower the interest rate from 4-1/2% to 2%. This will not increase the term of the loans and saves approximately \$877,000.

Motion to adopt Resolution #17-3 for the sale of the General Obligation Bonds – Carey; 2<sup>nd</sup> – McDowell. Motion carried.

**D. Economic Development Committee Report**

The Committee hopes to offer incentive grants to businesses (possibly \$2,000 - \$3,000). They would also like to hire a staff person and increase advertising. They are working with Diane Laird from DEDO and are sending a member to the Conference this year.

President Correll recommended a “Shop Local Day” for Bridgeville businesses.

**XIII. INTRODUCTION OF ORDINANCES**

Commissioner Banks introduced Ordinance #2017-B – An Ordinance amending the Code of the Town of Bridgeville by adding a new Chapter 162 relating to the Control of Noise.

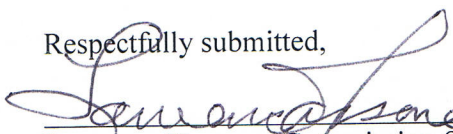
**XIV. GOOD OF THE ORDER**

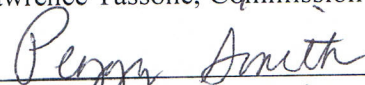
There were no special announcements to make at this meeting.

**XV. ADJOURNMENT**

Motion to adjourn – McDowell; 2<sup>nd</sup> – Carey; the meeting was adjourned at 7:32 P.M.

Respectfully submitted,

  
Lawrence Tassone, Commission Secretary

  
Peggy Smith, Transcriptionist