

**MINUTES
COMMISSIONERS OF BRIDGEVILLE
September 12, 2016 – 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, Lawrence Tassone, Town Manager Jesse Savage and Solicitor Dennis Schrader.

II. QUORUM PRESENT

President Correll reported a quorum was present to discuss Bridgeville Town business. The meeting began with the Pledge of Allegiance and Prayer.

III. APPROVAL OF AGENDA

Motion to modify the Agenda by deleting item D under New Business “Bike Path/Ball Lane Construction Bid Approval – Tassone; 2nd – McDowell; motion carried. Bike Path/Ball Lane Construction Bid Approval was removed from the Agenda, as the contract will not be ready to be awarded until October.

Motion to approve the modified Agenda – Tassone; 2nd – Banks; motion carried.

IV. APPROVAL OF MINUTES

Motion to approve amended Minutes from August 8th meeting – Tassone; 2nd – Carey; motion carried.

V. CORRESPONDENCE

A Thank You card was received from Street Superintendent Passwaters for care and concern during his recent health issues.

VI. APPROVAL OF FINANCIAL STATEMENTS AND BILLS PAYABLE

Balance Sheet – August

General Fund – \$738,525 (increase of 173,919 from last month)

All Accounts – \$2,051,796 (increase of \$179,492)

Accounts Receivable – \$668,344

Budget Report Target – 16% (2 months into budget year)

Income – \$589,119 (Income at 22% of budget) The high amount is due to property tax payments.

Expenses – \$457,058 (Expenses at 17% of budget)

Net Income – \$132,061

Accounts Payable

Bills – \$18,182

Expected Expenses – \$177,800 (including health insurance payroll, utilities, etc.)

Total estimated amount to be approved – \$195,982

Motion to pay the bills as presented – Tassone; 2nd – Carey; motion carried.

VII. TOWN REPORTS

President Correll questioned DNREC coming to inspect the Town playground. Per the grant agreement, an inspection should take place every five years. There is splintered wood and chain links that need repair, along with a slide replacement. The Town maintains a bank account for the playground.

Commissioner Tassone questioned 2 RBC's being down and one repaired. Per Town Manager Savage, everything we can fix is fixed. We are still missing one RBC.

Commissioner Tassone questioned a waterline to the dog park. Per Town Manager Savage it is a private matter for Brookfield Homes at Heritage Shores (H.S.).

Commissioner Tassone questioned power washing the H.S. water tower. Town Manager Savage advised it is a \$10,000 cost and the tower would have to be power washed again before painting in 2 years.

President Correll advised Acting Police Chief Parker sent 2 new candidates to the Police Academy this morning. She asked that he let the candidates know the Town is supporting them.

President Correll advised the Bridgeville Night Out takes place this Thursday night, September 15th behind the Fire House. There will be free food, demonstrations for the young people and lots of fun.

Saturday September 17th is National Police Day. Do something special for our officers!

VIII. CITIZENS PRIVILEGE

Ms. Lynn Kefauver-Bennett expressed concern about cars flying by their house on S. Cannon St. – up to 50 mph. Commissioner McDowell advised that is right behind her house and agreed about the rate of speed.

Mr. Bill Jefferson from 204 S. Main St. believes there should be more police involvement in the Town concerning the speeders on Walnut and Delaware Ave. He also asked how many times you can get a temporary tag for a vehicle. Town Manager Savage advised that is up to DMV. Mr. Jefferson believes there is an individual in Town who gets temporary tags anytime they want to. He asked that Acting Chief Parker look into it, as well as following up on complaints on 200 Walnut St.

Mr. Jefferson asked that the unused benches stored at the Town facilities be used on Cannon St. for the festival as there is no extra seating available in that area. Town Manager Savage will pursue the request.

President Correll knows from personal experience that our police officers are driving through Town regularly and defends their constant patrolling of the Town. Town Manager Savage added that they put the portable speed detection unit on Walnut St. for several months, without a great deal of speeding noted. It was suggested a unit be placed on S. Cannon St.

Mrs. Ruth Skala from 108 Whistling Duck Dr. advised the back entrance to H.S. is going to be closed for at least 60 days for construction and is requesting the Town pursue talks with DelDOT concerning a stoplight at the H.S. entrance on Rt. 13. There are currently 520 homes that will be using the front entrance, both to go south and to turn around and go north. She would like to see a conversation between the Town and state before there is an accident at that location.

IX. OLD BUSINESS

There was no Old Business to discuss.

X. NEW BUSINESS

A. WASTEWATER SPRAY IRRIGATION PERMIT RENEWAL

Mr. Rob Duma from Davis, Bowen & Friedel, Inc. advised the Town must renew its permit and intends to re-do the nitrogen balance calculations for the lagoons and the spray fields. DNREC has added additional requirements; however, the nitrogen balance calculations are the most important. Our current calculations do not match-up. The Wastewater Dept. will take its “real world” data and make a new nitrogen balance for DNREC. This will not be an automatic renewal process.

B. ECONOMIC DEVELOPMENT COMMITTEE – FALL 2016 GRANT LETTER APPROVAL

The Town has received the 2016 Downtown Improvement Matching Grant application for approval. The deadline for business/property owners to apply is October 12th and recipients would be notified by the end of October. Work would be accomplished by the end of the year.

Mrs. Ruth Skala advised these grants are only for properties on Market St. The committee would award half of the grants now and the other half in spring 2017. Owner pays 25%; grant pays 75%.

The Commissioners considered the possibility of a business presenting proof of work already accomplished and being paid back by the matching grant. Commissioners and Town Manager Savage were leery of that idea, saying it should be a program to incentivize the improvements, not reimburse them.

Motion to approve the EDC grant letter – Tassone; 2nd – Carey; motion carried.

C. APPLE SCRAPPLE FESTIVAL APPROVALS

1. Food Vendors

The Food Vendors List for the Apple Scrapple Festival is approved by the with the stipulation that the Town Manager may approve late entries.

Motion to approve Food Vendors/Carnival/Trade Show – Tassone; 2nd – Banks; motion carried.

XI. GOOD OF THE ORDER

President Correll advised the old Dollar General Store is opening as an Antique shop. A ribbon cutting takes place on September 23rd. Lions Club sandwiches and Vanderwende ice cream will be sold.

Town Manager Savage advised the Town will conduct a Comprehensive Plan Workshop on September 16th at 10:00 A.M. at the Bridgeville Library.

Commissioners of Bridgeville

September 12, 2016

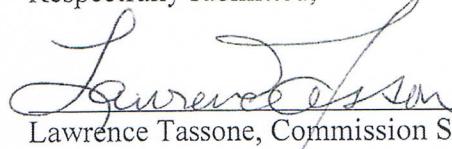
Page 4

Mrs. Ruth Skala recommended "The Lady was a Spy" Program at the Library, September 13th at 7:00 P.M. and President Correll reminded everyone to vote in the Primary on September 13th.

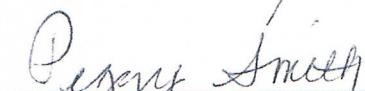
ADJOURNMENT

Motion to adjourn—Tassone; 2nd—McDowell; the meeting was adjourned at 7:48 P.M.

Respectfully submitted,



Lawrence Tassone, Commission Secretary



Peggy Smith, Transcriptionist