

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

AGENDA

TOWN BOARD MEETING
APRIL 14, 1997-7:00 P.M.
TOWN HALL

- A. CALL TO ORDER
- B. QUORUM PRESENT
- C. READING OF MINUTES - March 10, 1997
- D. APPROVAL OF BILLS
(Review of Financial Statements-March 1997)
- E. CORRESPONDENCE
- F. DEPARTMENT REPORTS:
 - 1. Police
 - 2. Waste Water
 - 3. Drinking Water
 - 4. Streets
 - 5. Alderman's Report
- G. OLD BUSINESS:
 - 1. Property tax letters
 - 2. Discuss the water and sewer minimum rates
 - 3. Report on subdivision in residential districts
 - 4. Report on contractors license in town limits
 - 5. Report on county building inspector for Bridgeville
 - 6. Abandoned homes
 - 7. Current fiscal budget situation
- H. NEW BUSINESS:
 - 1. Certificate of Deposit
 - 2. Town's insurance
 - 3. Rescinded motion pertaining to payment of workshops attended by Commissioners.
- I. CITIZEN'S PRIVILEGE
- J. EXECUTIVE SESSION
- K. ADJOURNMENT

*****THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE ANY ADDITIONAL ITEMS SUCH AS EXECUTIVE SESSIONS OR THE DELETION OF ITEMS INCLUDING EXECUTIVE SESSION, WHICH MAY ARISE AT THE TIME OF THE MEETING.*****

MINUTES

COMMISSIONERS OF BRIDGEVILLE TOWN BOARD MEETING APRIL 14, 1997 7:00 P.M.

I. CALL TO ORDER

The regular monthly meeting of the Commissioners of Bridgeville was called to order 7:01 P.M. by President Jack Dalton. Present: President Dalton, Commissioner Robert Bennett, Commissioner Margaret Sipple and Commissioner Charles Singman. Commissioner Robert Slater was not in attendance. The meeting began with a salute to the flag.

II. APPROVAL OF MINUTES

The reading of the minutes from the March 10, 1997 meeting was dispensed by a motion from Commissioner Singman. The motion was seconded by Commissioner Sipple; motion was unanimously carried.

The reading of the minutes from the Special Meeting on March 21, 1997 were discussed. President Dalton explained the primary reason for the meeting was to determine the insurance carried for the Town of Bridgeville. The Commissioners voted to give our Selective Insurance account to Fowler and Williams who has just merged with The Insurance Market. Their representative will be coming up this week to go over all our insurance coverage. He will also be taking inventory of all buildings and equipment to make sure our insurance coverage is what it should be.

Another item discussed was the motion passed at the monthly meeting stating Commissioners would pay for all workshops and meetings attended. After much discussion, it was decided that the Town should be represented at those functions when it is to the betterment of the Town. It was decided that the President would make the decision as to who needs to attend. A motion was passed that the Town would pay for those functions.

A discussion was held on the noisy manhole covers on Main Street. Commissioner Sipple said Doug Jones had ordered a boot to see if that would eliminate the clicking noise as cars ran over the manhole.

Commissioner Bennett made a motion to approve the minutes of the special meeting; seconded by Commissioner Singman; unanimously carried.

President Dalton discussed the AFLAC supplemental insurance that is offered to the Town employees.

Commissioner Bennett stated none of the police department personnel was interested. The cost of the insurance would not cost the Town, but would be paid from the employee's pre-tax dollars. After much discussion, a motion was made by Commissioner Bennett to authorize the employees to contact AFLAC if they so desired to sign up for the supplemental insurance. The motion was seconded by Commissioner Singman; carried unanimously.

III. APPROVAL OF MONTHLY BILLS

See breakdown per fund attached. Monthly bills this time include the salaries. President Dalton had a list of expenditures for the month. The total liability is \$54,099.00. He explained the money on hand and what is expected to come in totals \$37,783.00. If money is received from Greenwood, that would give us another \$12,000.00. President Dalton said the "day has arrived and it gets worse". He explained there is not enough money to cover expenses for the month April.

President Dalton read the bank statement with a balance of \$279,449.70 ending March 1997. He proceeded to explain each account and to which account the money was appropriated. See attached. President Dalton said there is \$1,324.84 in the water savings fund; \$2,414.00 in the sewer savings; \$3,739.71 in the wastewater savings account that can be spent. He said the amount needed by the end of the week is in \$17,000.00. The Town has \$9,000.00 on hand; \$2,208.00 is the savings account, and \$6,794.00 is in the checking account. Those three amounts total to just about what is needed. A pension bill of \$6,600.00 came in April 14 which needs to be paid by May 1, 1997.

Commissioner Sipple explained the street lights are paid from the Municipal Street Aid Fund. The current balance is \$12,288.97 which must last until October.

Commissioner Sipple made the statement she thought the financial statements were difficult to understand. Commissioner Singman said he felt uncomfortable voting to approve the accounts payable without a real indication of the Town's actual income. He said the Commission is charged with judicial responsibility. He stated if bills were voted to be paid and there is no money available, they would be held accountable. Commissioner Singman made a suggestion to have the Town Clerk attend the monthly meetings so she can explain the financial statements.

Commissioner Singman made the statement that one of the reasons he voted to pass the budget last month was because he understood the Town had enough operating capital to last until the summer. He assumed revenues would be generated by the departments that had said they were underestimated. He did not expect this problem so soon.

President Dalton explained the balance in the "borrowed money savings account" (balance from the \$200,000.00 loan) which the Town has been using to pay bills every month.

Because the Town Clerk has not been working a full year with the Town's expenses, he had her project her outlay over the next few months and what can be expected for income. That is where the numbers came from and it will get worse.

Commissioner Singman asked what the monthly income is without dipping into the savings. That figure is \$37,700.00. The break down figures are as follows: \$23,000.00 from water and sewer; \$3,700.00 from RAPA; \$461.65 from Delagra; \$393.00 from Pet Poultry; \$1,368.50 from waste hauler Donald Jones and \$3,360.00 from McMullens; \$5,500.00 from State of Delaware for fines. Commissioner Singman said if revenues stay approximately the same and the expenses stay approximately the same, the monthly deficit will be around \$7,000.00 to \$8,000.00 projected. President Dalton reminded everyone the debt service of \$15,000.00 is a semi-annual payment on an account that was established in 1990.

President Dalton had a list of projections for the coming months: the month of May expenditures of \$48,000.00 with an income of \$41,700.00; the month of June expenditures of \$80,922.00 (which includes the quarterly payment of \$26,578.00) with an expected income of \$44,361.00.

Commissioner Singman said at the meeting last month, the projected deficit was \$100,000.00 for the entire year; now for only three months the Town is already down \$50,000.00. He feels the budget figure estimates could not have been that far off. President Dalton reminded the Commission that a good percentage of revenues come in after the property taxes are sent out in June.

President Dalton again explained to everyone that since January, he has said repeatedly to look at the numbers. These figures do not work on an annual basis. He said there is not enough money to pay the bills for the year. Commissioner Bennett questioned when the tax rate had been set for this year. Per President Dalton, the rate of \$1.10 per hundred was set last year by the board. He said the board had not mentioned a new rate for this year. Commissioner Bennett thought the Town Code said the board was to set the rate annually. President Dalton said he would check into the charter.

Commissioner Singman read from the Town Code Book that property tax fees are set by the Commissioners to raise revenue pursuant to Section 27 of 51 Delaware Laws, Chapter 237. Property tax per hundred is \$1.10 in Bridgeville. Penalty is 1.5% per month after due date. Adopted by the Board of Commissioners, Town of Bridgeville, December 11, 1995. He said a rate could be changed through an amendment. President Dalton said that setting a rate change would be an amendment. President Dalton's personal opinion is not to raise the property tax. He feels that is a consensus from the citizens of the town. Commissioner Singman stated he also is opposed to a tax increase but is more opposed to bankruptcy and violating the Commission's judicial responsibilities of the Town. Again, President Dalton

stated the Town's tax base is \$102,000.00, and for the amount of money that is going to come up short, the tax could be doubled and still not make the budget. He said it is time for the Town to make a decision as to how it is going to fund itself.

Commissioner Singman and President Dalton said the decision right now needs to be on the monthly bills. In the "borrowed loan" account there is \$2,208.90. President Dalton said there is \$9,000.00 on hand and \$6,794.00 in the checking account which equals \$15,794.00 plus the \$2,208.90. President Dalton reminded the Commission that some of the money showing on the income statement is "pass through" money for designated projects.

Commissioner Sipple said because of the Town Clerk being new, she did not realize the pension bill of \$6,600.00 would be coming in this month. That bill came in the mail today and is due May 1, 1997. The accounts payable statements for the meeting had already been run off. Commissioner Sipple made a motion to borrow \$35,000.00 on the line of credit from Baltimore Trust to pay this month's bills.

Commissioner Singman made the statement, after three budget hearings and a town meeting, the board heard the same thing: do not raise taxes, do not cut staff and do not cut benefits. He said he doesn't know of any other way to generate revenue. Commissioner Singman feels the financial statements do not add up. President Dalton said each Commissioner needs to know how to read the financial reports. He suggested all Commissioners talked with the Town Clerk about understanding the financial statements.

President Dalton said a motion was on the floor to borrow \$35,000.00 to pay the monthly bills. The motion did not receive a second. After much discussion Commissioner Singman made a motion to direct the Town Clerk to pay whatever bills are payable with funds available and hold at bay the bills which do not have funds available. He said you can't authorize bills to be paid if money is not there. Motion was seconded by Commissioner Bennett. President Dalton asked if salaries are bills. He wanted to know if bills or salaries are to be paid first or to divide it 50/50. President Dalton amended the motion by stating that salaries are to be paid first and then pay the bills. Commissioner Singman seconded that motion; unanimously carried. Commissioner Bennett requested that the Town Clerk attend the next meeting.

IV. PRESIDENT'S REPORTS

A. CORRESPONDENCE

1. A letter was received from the Delaware Emergency Management Agency stating the dates for two mass fatality courses and public information offices courses. The date are May 14 and 15, 1997.

2. A letter was received from Mr. Dennis Schrader, the Town's attorney, regarding the discussion on reinstating the Alderman Court. He cautioned this move due to the situation the Town of Elsmere has found itself in of establishing a voluntary assessment center without having a fully functioning court. President Dalton said through our authorization from DELJIS and having an operating Alderman Court, that would not affect us should the Commission decide to reinstitute the Alderman Court for an assessment center.

3. A letter was received from Mr. Schrader suggesting that the Commission participate in a workshop on planning and zoning. President Dalton and Commissioner Singman attended that session on March 26, 1997.

4. The minutes were received from "Miss Utility" Utilities Service Protection Center of Delmarva, Inc. for the meeting held on February 20, 1997.

5. A letter was received from the Department of Natural Resources and Environmental Control regarding the Delaware Water Pollution Revolving Loan Fund-notice of intent. It stated for the Town to be included on the SRF's FY-97 PPL, all potential applicants with water pollution control needs must notify DNREC by May 2, 1997 to apply for financial assistance. President Dalton suggested that the wastewater and water Commissioners review this and report to the board on any projects the Town might need funding for that this might apply to.

6. A notice was received from the Delaware Fire Marshal's Office stating the Shore Stop is in compliance regarding the underground gasoline storage tanks.

7. An invitation was received from the Sussex County Association of Realtors to attend their annual Appreciation Night on April 14, 1997 at the Sussex Pines Country Club.

8. A newsletter was received from the Delaware Housing Coalition.

9. A letter was received from the Governor's Office inviting public officials to a Delaware Public Policy Forum on the topic " Educational Accountability: Decisions for Delaware." The forum was held April 11, 1997 at the University of Delaware.

10. A note was received from Mr. Alan Jones, of Rawlins, Fergerson, Jones & Lewis stating he is working on obtaining insurance premiums for the Town. He would like the chance to submit them next year. A letter was received from Mr. Harry Daisey, of L & W Insurance, stating the same.

11. Letters have gone back and forth between Blue Cross/Blue Shield and Nanticoke Memorial Hospital to where the hospital would no longer be recognized as an outpatient surgery center by BCBSD. A letter was received by the Town from Nanticoke Hospital that was sent to all employers stating the hospital had notified BCBSD that if they were not maintained as a surgery center and treatment center, then everyone in this area would have to go to Salisbury. A letter went back to Nanticoke Hospital from BCBSD stating they would look into the matter to see why hospitals in Delaware were eliminated. Nanticoke Hospital is still being recognized by BSBSD at this time.

12. A letter was received from Baltimore Trust Company regarding the Pledge Code 25. This basically raises the pledge the bank puts on the amount of money that we might have on deposit from \$300,000.00 to \$400,000.00.

13. A letter was received from the Delaware Solid Waste Authority regarding the curbside recycling program. They are offering information and training if our community is interested. President Dalton said the information was passed on to the Commission but has not been acted on.

14. A letter was received from Anne Canby, of the Department of Transportation, asking the Commission's support of the gasoline tax increase that has been proposed for the state government to fund DELDOT. President Dalton read a paragraph from the letter: the revenue generated from this plan will fund a variety of transportation services. It will allow us to bolster the amount of money spent on preservation of our roadway surfaces and bridges throughout the state. Additional resources will permit us to move ahead on projects that would otherwise be stalled due to financial considerations. This plan will also increase the annual amount provided for Municipal Street Aid from \$3 million to \$4 million. President Dalton explained the SCAT has made it clear to legislators and the governor's office that towns are being cheated out of Municipal Street Aid, and the MSA Fund as it was originally set up should at this time be in excess of approximately \$6 million a year. When legislation decided a few years ago to fund DELDOT out of the gasoline tax instead of using the general fund, DELDOT has not consumed most of the money in that account. This means DELDOT is trying to get extra funds. Commissioner Bennett said he thought it was a "dead" subject, because DELDOT could not get the support needed.

President Dalton is going to write a letter as a private citizen stating he feels the towns are being held up from MSA Funds because of DELDOT.

15. The Town Office sent a letter to Mrs. Ruth Lacy, Walnut Street, pertaining to her unattended garbage bags. A

letter was sent to Mr. Walter Flowers, N. Main Street, asking him to clean up his backyard debris.

16. A letter was received from Mrs. Cindy Truitt concerning stray dogs in Town. That letter was referred to the police department. President Dalton said the Chief could give that report later on. Her second letter was a note of thanks for our prompt handling on that problem.

17. The Commissioners received a note from Mrs. Geneva Wheatley regarding the Town's property on Main Street next to her property. Her complaint deals with trash on that property which eventually blows onto her property. She is asking the Town to keep that plot clean. Commissioner Sipple was asked to get Doug Jones and Rick Passwaters to pay attention to the trash on that property.

18. A letter was received from Davis, Bowen & Friedel stating the discharge reports from Pet Poultry are in compliance with their discharge amounts. A letter was received also for RAPA stating they too were in compliance.

19. A letter was received from Marcus Cable regarding the rate increase for basic service. The basic rate will be going up about \$3.00 per month. This year's adjustment goes into effect June 1, 1997.

20. A letter was received from Mr. Jeffrey Deats, of Woodland Wastewater Technologies, concerning Pet Poultry. Mr. Deats was informing the Town that Mr. Stephen J. Severin (Jeff Severin) will be the new operator of Direct Responsible Charge for Pet Poultry. Mr. Severin is a Level II Wastewater Operator.

21. A letter was received from Davis, Bowen & Friedel concerning the Town's permits for the sewer project. The chlorination facility is under construction in accordance with the contract awarded to Hopkins Construction Co.

22. Commissioner Singman said a letter had been sent to a resident who had a water bill of \$1,000.00. The resident had not contacted him or the Town Office since December. He now has heard from the resident. Commissioner Singman will be reviewing the bill and the problem with the resident.

B. DEPARTMENT REPORTS

1. POLICE DEPARTMENT - Monthly report attached. Presented by Commissioner Bennett. For the month of March 1997 traffic arrest were 327 compared to 193 for March 1996. DUI was 1; cars towed 3; parking violations 2. Totals 333. The department investigated 5 accidents in March. Commissioner Bennett read a letter that was received

April 7, 1997. The letter was thanking Sergeant Allen Parsons for his kind attitude towards them when they were stopped for speeding.

President Dalton had a concern with the officers when they have a car stopped on Rt. 13. He explained he thought the police car should be angled so the officer is shielded. Chief Handley Orr said the car is suppose to be on an angle and all the officers know the procedure. President Dalton explained the safety of the officers is most important.

Commissioner Singman asked if the broken window at the police department was an act of vandalism. Commissioner Bennett explained the window was damaged from the cable company's ladder.

President Dalton commented concerning the police department and the situation the Town has for the budget. He said due to the fact that the Town is relying on the receipts from that department to fund a majority of the deficit that came up from last year: having that increase from \$65,000.00 to then \$85,000.00 and then to \$165,507.00. He said Chief Orr made a statement at the last meeting that the statement he made at the February meeting that the average income from traffic tickets was \$25.00. During last months meeting Chief Orr amended that by stating the average ticket was \$35.00. President Dalton asked Chief Orr if that was documented. Chief Orr asked if he was under oath. President Dalton told Chief Orr, he is under oath every time he answers to the Commission.

Chief Orr said it was the number of traffic arrest (taken from several years arrest) and divided those tickets into how much money was paid by each traffic arrest. Chief Orr said he originally used the figure of approximately \$25.00, but then changed it to \$35.00 because of figures obtained from years '92, '93 and '94. The reason President Dalton asked the question was first off: he took \$160,507.00 and divided it by the first figure given by Chief Orr of \$25.00. This showed the police department would have to write 6,091 tickets for the year. This would mean 507 traffic arrest a month or 17 traffic citations a day to bring in that amount of money. President Dalton said when the figure was placed at \$35.00 it brought that monthly number down to 383 a month, which was the number stated at the time the budget was approved. He said he thought it would be extremely difficult for the police department to maintain those numbers on an annual basis. It was the opinion of the Commissioners that it was a reasonable number.

President Dalton said since the last meeting, he has gone back to months May 1996 through February 1997 and taken the money received from traffic tickets, the number of tickets written, and the number of tickets paid. In the month of May - 270 tickets written, 229 paid, total income of \$5,292.00 for an average of a ticket of \$23.54. The average ticket ranges were: May of \$23.54; June \$26.09; July \$26.82; August \$24.92; September \$24.48; October \$26.73;

November \$25.98; December \$26.80; January \$30.82; February \$27.32. The overall ticket average was \$26.35. He said if the Town is going to raise \$160,507.00 in tickets (figuring for the number of tickets not paid), we receive an average of 81% of all the money that we are going to receive in the first four months that the tickets are in existence. Once the four month period is passed, we received two or three more in the next six months before we no longer get them. President Dalton said the number of tickets not paid, it comes up to approximately 80% of the tickets written we actually receive money from those tickets. He said if we received the average of \$26.35 on every ticket that was written, the police department would have to write 17 tickets every day, thirty days a month for the entire year to make that figure.

Commissioner Bennett asked which numbers were from the state and which were from the alderman court. President Dalton said the alderman court is figured in as well. He said last year very few tickets went through the alderman court. President Dalton explained he did not take the number of tickets written against the amount of money because he did not know which were from the alderman court and which were not. We would not know which tickets won't ever be paid. Commissioner Bennett asked what percentage was paid from alderman court. Very few tickets are processed through the alderman court, but we are still receiving some money from that court (approximately 2-3 tickets a month).

Commissioner Bennett reminded the Commission that fines cannot be used to balance the budget. President Dalton said it is not that the police department is not making enough arrests. He is saying the Commission last month voted to approve the budget based on \$160,507.00 income from traffic fines. Commissioner Bennett stated it was only \$125,000.00 (using the last six years receipts). President Dalton said it all goes back to what was just said. The Town is trying to balance the budget on the police department which #1-it is against the law and # 2-it can't be done. President Dalton said when the Commission brought up ideas on how to save money and how to cut costs and generate additional funds, all the ideas were struck down. The Commission voted to balance the budget, or actually approve a negative budget by \$35,000.00, based on projected income from the police department.

Commissioner Singman read a section of last month's minutes for clarification: for the years '93, '94, '95, the court fines had an average of \$165,507.33. Since the first budget meeting in January, the revenue from the police department was underestimated with figures of \$85,000.00. Chief Orr stated he would like to add another \$70,000.00 to \$80,000.00 revenue to the 1997 budget for his department. Commissioner Singman stated that equals approximately \$150,000.00. He said these figures were quoted by Chief Orr during the March meeting. Commissioner Singman stated that

he voted for the budget based upon police department figures.

President Dalton told Commission Bennett and those attending that the Town is asking the police department to do something they cannot do. He does not see how the department can write 17 traffic tickets a day and still give the police protection that is needed in Town. It would take the police department all day long to write that amount of tickets. In the years '93, '94, '95, the Town had an alderman court, and part of that money was generated from there. Commissioner Bennett commented the police department average 11 tickets daily last month, and the summer season has not started. Chief Orr also stated the department is down a couple of officers.

President Dalton said that brings up another question. He explained right now for the three months of 1997, there has been 249 1/2 hours of overtime for the police department versus 44 hours this same period last year. That is 205 hours of overtime that was not included in the police department budget for this year for salaries. If it continues at that level, it means the Town will be spending \$1,239.00 a month for the rest of the year or \$14,870.00 in overtime, added to regular salaries that were budgeted.

Chief Orr stated the Town is saving approximately \$20,000.00 by not having the third police officer (who left in October). President Dalton explained the budget was figured for four full-time police personnel only. Chief Orr rebutted by saying he did not know that. President Dalton said Chief Orr he did know that by the figures presented. Chief Orr said the police department could not go on like it is-with only two men working the streets. Everyone is getting stressed out, going without sleep, and working the overtime. He stated the department needs that third man.

Commissioner Singman said he disagreed with President Dalton's statement. He said when the police department salary figures were given it included a third full-time officer. He said when he worked on the figures, he added \$25,000.00 for an officer. Commissioner Singman the figures he used was \$101,000.00 for salaries for the current force and \$25,000.00 for an additional police officer.

Chief Orr suggested that President Dalton go down to his office and discuss the figures and problems. He stated he did not like discussing this matter in front of the public. At this point, Chief Orr left the meeting.

President Dalton explained it is crazy for the Town to be trying to budget itself on the police department when that department cannot be asked to do it. He said it was also unreal when he was asked by Chief Orr and Commissioner Bennett to justify that number of \$153,000.00 for the police department salaries. That number was justified through the Town's accountant and the Town's attorney at the budget meeting. Commissioner Singman read the total salaries for the police department which included four full-time employees and five parttime employees for \$153,125.00. The

four full-time employees are: Chief Orr, two police officers and the secretary. Commissioner Singman stood corrected. President Dalton said now that figure has to be increased by \$15,000.00 to cover the overtime.

Commissioner Bennett asked President Dalton if the figures he quoted earlier included Laverty Lane. President Dalton explained the figures he reported were for traffic arrests only. The overtime was not Laverty Lane time. Laverty Lane is paid out of a separate account. Commissioner Singman stated the police department is being put under a tremendous amount of stress and pressure to fund deficits. Commissioner Sipple rebutted Commissioner Singman by saying the Commission did not ask the police department to do that. The statement at the previous meeting was that the department was in the RED. It was Chief Orr who said his department could make up the difference and gave the higher figures.

2. WASTE WATER - Monthly report attached. Presented by President Dalton and prepared by Mr. Philip Mowbray. There were no violations of the N.P.D.E.S. It was reported total revenue from septic haulers was \$4,728.00 with 135,000 gallons dumped. President Dalton explained that during the budget hearings last month, Commissioner Slater stated by opening the sewage receiving station to the waste haulers after hours he anticipated it would increase the annual income from \$20,000.00 to almost \$50,000.00. Based on the numbers received the first month, those numbers have been exceeded. It is the opinion of Mr. Mowbray, that the figures will drop off in the summer once the spring rains have passed. President Dalton commended Commissioner Slater and the waste water personnel for the job they are doing. What they said they are going to do, they are doing! No further information on the sludge disposal. Pet Poultry has been issued their new discharge permit. Production should start up week of April 14, 1997. A progress meeting on the upgrade of the W.W.T.P. was held April 4, 1997. Chlorine basin concrete is 85% complete and the septage station concrete is 90% complete. Next project meeting will be May 2, 1997 at 9:00 a.m. at the Town Hall.

3. DRINKING WATER - Presented by Commissioner Singman. The Town is using 111,000 gallons of water a day, average. Total monthly average for March was 3,452,000 gallons. Commissioner Singman stated if residents see a problem with spiked water bills and people make an attempt to contact him, the Town Clerk, or Doug Jones about the problem they are willing to look at the whole picture. If they determine an adjustment is to be made, it will be done. Commissioner Singman mentioned he had sent a letter to a resident regarding their bill of \$1,000.00. He said he does not like to turn water off but cannot work with someone who does not work with him. For the record, he stated the Town is ready and willing to look at the spikes in water. If there should

be a leak and rapid action is taken to get it repaired, that will be taken into consideration for adjusting the bill. If the leaks continues, then it is no longer the Town's responsibility.

Commissioner Singman asked for personal privilege. For the record he addressed "One Dumb Townie", Bridgeville, DE. He said he received in the mail a clipping from a newspaper with some rather indelicate references to him. He stated he has not used his position as a Priest of the Anglican Church in any business that he has done as an official of this Town. The letter was addressed. "The Reverend Charles Singman" but it implicated that certain things he does at Town Meetings are not Christian like and that he was hypocritical. He stated No. 1-he does not believe that anyone in Bridgeville is dumb but since the letter was unsigned someone in Town is a coward. He said he does not mind criticism; he does not mind people getting on him for decisions he makes or positions he takes on matters or the way he reacts at meetings. Commissioner Singman said he does take umbrage to the fact that his faith practice is taken into account. He does take umbrage to the fact he is called a hypocrite by someone who does not have the courage or the "intestinal guts" to sign their name on a letter to him. He said he would be more than glad to talk one to one, at a Commissioner meeting or on the telephone with this "One Dumb Townie" to listen to their grievances and what they may perceive as to his personal character. Commissioner Singman does not like the fact he gets anonymous letters for decisions he makes not as a Priest, but rather as a Commissioner of this Town.

3. STREETS - Commissioner Sipple reported the State had swept the streets. Several citizens questioned why North Main Street was not swept. Commissioner Sipple did not know why that end of Main Street was not done. The State did not sweep Church Street either, and that is a State maintained street. Commissioner Sipple said she would find out why those streets were not swept. She said she checked into John Street and found there are some potholes that need filling. As soon as the salt and sand spreader is taken off the Town's truck, she will have the men work on John Street. As soon as the cement floor is poured in the salt building, then the spreader can be taken off the truck.

Commissioner Bennett asked Commissioner Sipple to see if the State could paint a center white line down Church Street. Commissioner Sipple said Church Street was supposed to have been paved last year.

5. ALDERMAN'S REPORT - President Dalton reported the Town is not using the court for tickets being written by the police department. Commissioner Bennett suggested for the two or three hours the Alderman works, he could leave a report.

V. OLD BUSINESS

1. President Dalton read a copy of the property tax letter that would be going out April 15, 1997 to residents who are past due on their payments. The letter is being sent certified to 42 people. President Dalton said he took this step first in order to save legal fees. He is hoping to get 60-75% people to pay based on this letter. For those who do not pay, a few dollars will be invested to have a letter sent to them from the Town's attorney. This will be one more level of enforcement. People not paying after that letter will be taken to J.P. Court. There is \$18,414,79 in delinquent taxes that need to be collected. This is the first effort.

2. President Dalton said the Commission was to discuss the water and sewer minimum rates. With the absence of Commissioner Slater, who had asked to have another look at the figures before setting the rates, President Dalton asked the Commission to continue with this matter at the next meeting. Commissioner Singman made a motion to table sewer and water rates until the next meeting. Motion was seconded by Commissioner Bennett; unanimously carried.

3. The committee formed to report on subdivision in residential areas consisting Commissioner Singman and Commissioner Bennett did not have a report ready. Commissioner Singman apologized for the report not being ready due to his being out of town the last two weeks. Commissioner Singman made a motion to table the matter; seconded by Commissioner Bennett. The motion was unanimously carried.

4. Commissioner Singman reported the only item the Town Code requires regarding a contractor's license is a plumber, other than a homeowner, must be licensed. Also, all electrical work in Town limits must be done by a licensed electrician. He said no other license is required for any other services in Town limits. A homeowner may do his own work but must write to the State of Delaware for a homeowners permit license. That work must be inspected by a County or State inspector. The homeowner still needs to get a building permit from the Town and from the County.

President Dalton said it was his understanding that the idea being looked at was the Town issuing a license for contractors to work within the Town and charge a fee for said license. Commissioner Singman stated the preliminary report found they were the only two that required licenses. He said the Town requiring license for any other type of contractors would not be permitted unless there was an amendment to the Charter. The Town has permit fees but not license fees. President Dalton asked Commissioner Singman to check with Doug Jones and the Town Clerk and to report at the May meeting a reasonable figure to cover expenses for

the Town in issuing a license for contractors to work in the Town limits. This would cover plumbers, electricians and builders.

5. President Dalton said he was still waiting for the list from Chief Orr of approximately 12 abandoned homes. He said the Town needs to find out if the homes can be condemned or whatever is necessary. When Commissioner Bennett returned to the meeting, he had a list of five homes. He said the tax rolls would have to be checked to determine the owners. President Dalton said the code would be followed as to how to handle this situation with those properties. He will turn the list over to the Town Clerks.

6. Commissioner Bennett reported he met with Mr. Van Milligan, County Supervisor, of the Sussex County Code Department on April 9, 1997. The following are highlights of the meeting: the County will do all the Town's building inspections with no charge to the Town. They presently do all commercial inspections in Bridgeville; they would just be adding one and two family dwellings. The inspectors would be done by County personnel or by a professional inspector service employed by the County. All that is needed is a letter from the Town requesting the inspection service plus a suitable form. The form would be completed by the citizen when he comes to Town Hall to fill out his building permit. The citizen would take that form to the Sussex County office when he applies for his county permit. President Dalton asked if the County could set any rules that the Town does not. Commissioner Bennett replied saying the Town now goes by the County Building Code. Commissioner Bennett made a motion to authorize the County to perform building inspections in the Town of Bridgeville by attaching a copy of the Town's building permit to each application that the homeowner takes to the County office for a county permit. Motion was seconded by Commissioner Singman; carried unanimously. Commissioner Bennett said he would contact Mr. Milligan to see if a photo copy of our permit is acceptable. President Dalton asked Commissioner Bennett to find out what is necessary for the county, then he will draft a letter requesting what the Town would like done.

VI. NEW BUSINESS:

1. President Dalton said the Town has a Certificate of Deposit in the amount of \$200,000.00 that is coming due April 16, 1997. It can be rolled over three months or six months. The determining factor is how soon payment is needed on the water and sewer project. Because Commissioner Slater is unavailable, President Dalton suggested the decision not be made until Commissioner Slater returned. Commissioner Sipple made a motion to roll over the CD, with Commissioner Slater making the decision as to three months

or six. Motion was seconded by Commissioner Singman; carried unanimously.

2. President Dalton read an agreement received from Lank, Johnson and Tull, the Town's auditors. It stated the document they submit will include the combining financial statements; analysis of revenues-budget and actual-general and special revenue funds; analysis of expenditures- budget and actual-general and special revenue funds; and schedule of federal financial assistance. Commissioner Singman asked if the audit would be done in compliance with generally accepted auditing principles. He said that was discussed at one of the previous budget hearings. He said the current audit was not in compliance. President Dalton said the letter was received after he left the building earlier in the day; he did not have time to look it over before the meeting. President Dalton stated he would not sign the agreement unless it does include it. He said that matter had already been stated verbally to them and they did agree to it. Commissioner Singman made a motion to give President Dalton the authority to sign the letter pending confirmation that the audit be in compliance with federal standards. Motion was seconded by Commissioner Bennett; passed unanimously.

3. President Dalton said it was discovered on April 12, 1997 that the Town's workman compensation was to expire. Fowler and Williams was contacted, and they contacted Selective Insurance. Selective apologized for not having it to us due to the confusion of who was the broker. They have written the Town a binder providing coverage until June 12, 1997. That will give them time to get all the papers processed. The Town was not without coverage at any time.

4. Commissioner Singman made a statement to the Town and the Commission. He said before rumors start at the beauty parlor, barbershop and the corner grocery store, the discussions during this meeting, as far as he was concerned, regarding the budget, the shortfalls, the police department and all other departments, was not derogatory to any particular individual or group of individuals who work for this Town. He said after previous meetings, word gets back to individuals that the Commission is "out to get them". He stated he is not "out to get anybody" but trying to find a way to pay the bills. The discussions held during the evening were not to pick on any one department. Commissioner Singman does not think it does this Town any good to alienate any employee to make them feel they are not well respected, appreciated for the job they do and needed by this Town. The problem is not with the people; the problems are not with the departments; the problem is simply not enough money to operate the Town. PURE AND SIMPLE! Commissioner Singman said he knows at the next meeting some

serious action will have to be taken. He said whether it is to raise taxes, cut positions, or cut services-there is no way the Town can continue to operate.

5. President Dalton said he had taken care of the 1% real estate tax approved at the March 1997 meeting. He had talked with the Town's attorney about this matter. He said all that is needed now is to authorize the Town's attorney to draw up the Charter change. The Board has to vote to authorize the change. That tax is automatically collected at time of settlement from the buyer and the seller. Commissioner Singman made a motion to authorize the Town's attorney to draw up the Charter change so that Bridgeville will start collecting the 1% transfer tax on real estate that is sold within the Town limits. Motion was seconded by Commissioner Bennett; unanimously carried.

6. President Dalton made the following statement: at the time the \$200,000.00 loan was acquired in 1996, he did not agree with borrowing it. He did not agree with financing the Town on borrowed money. He has stated since being President of the Commission that they need to look at the way the Town is financed. The Town can not be financed on the backs of the police department. That creates a hard decision on what is to be done as far as services. He said he has offered a number of opportunities and options that are available to raise additional funds. Those have all been shot down by the general public as well as the Commission. A budget was voted in last month. President Dalton said he tried to make it believable. There were people who said don't worry about it, the money will come from somewhere. Others said don't worry about the budget they are only figures that do not mean anything. President Dalton said changes are going to have to be made, and now it is obvious the Town has run out of money. It is time to consider what changes are needed. He said "God Bless How It Can Be Done".

VII. CITIZEN'S PRIVILEGE

1. Mrs. Marge Flynn was wondering if the Town could contact the owner of the mini storage building to see if they could clean up around their property. She said people who rent the storage units are not careful about debris. Mrs. Flynn explained the trash that is accumulated in the small trash receptacle near the IGA are items she puts there. She is constantly cleaning the area and the street. She feels a larger barrel would help if it was placed further down on John Street towards the exit onto N. Main Street. Mrs. Flynn said people do use the receptacle, but she feels it is too close to the IGA. It seems their trash doesn't get to be trash until they are further down John Street. Mrs. Flynn suggested that maybe the Town could contact the owner of the mini storage building to see if

they would maintain a barrel on their property. President Dalton said the Town Clerk would send a letter to both property owners to see if they would be willing to help keep those areas clean. If that is not effective, then something will be done to require some participation from them to help keep that area clean. Mrs. Flynn stated the IGA keeps their area very clean. It just seems that people buying items to eat throw their wrappers and cans on the street.

President Dalton said there was a similar problem on First Street last year. He said the Town installed a barrel on that street, and the citizens said it made a drastic improvement in the trash problem. President Dalton suggested Commissioner Sipple look into the feasibility of doing the same thing in that neighborhood. President Dalton stated the storage building area is a commercial site and was not sure the Town could do anything to provide trash service for that. Commissioner Sipple said she would look into the problem.

2. Ms. Pat Correll said during the last board meeting, the Town had a chance to refinance the balance of the \$200,000.00 loan at a much cheaper rate. She asked whether that had transformed and if that cheaper loan payment was taken into consideration when paying the next months bills. President Dalton said he was told privately the Town had been asked to submit a letter to Greenwood Trust Bank requesting a loan to cover the amount owed to Baltimore Trust, and that rate would be presented to us for approximately 4.5%. We were told to ask for 4%. A letter was sent to Greenwood Trust and to this date, no word has been received from that bank. President Dalton said he heard from the same source privately that a bank officer heard him explain to the owner of Nanticoke Homes the position the Town was in and the amount of money needed to balance the budget. That bank officer reported what he heard to the bank. Greenwood Trust decided not to loan Bridgeville the money because of the financial shape we are in. President Dalton has not followed up on the letter sent. Ms. Correll suggested that President Dalton check with Greenwood Trust. Commissioner Bennett stated the Town might be able now to get the loan for 5.25%. He said the loan with Bridgeville is 6.19%. Alma Fleetwood, Town employee, told the Commission the rate with Baltimore Trust just went to 6.37%, and that the loan did not have a fixed rate loan with Baltimore Trust.

3. Mrs. Pat Correll stated the key to the problem is the loan. She feels that once the loan is paid, the Town will not be in that bad of shape.

President Dalton responded by saying there is no money to pay this month's bills. Mrs. Correll said as a citizen of the Town for forty years, the Town might not have the money; but she feels it does not have to be in everyone's

mouth! She said the first thing you know, the doors are going to be locked and everything will be gone.

President Dalton rebutted by stating there are people who send bills to the Town Hall everyday and expecting to be paid. There are people who go to work for the Town expecting to have a pay check. It is coming to the point - the Town is not able to pay the bills and not able to pay those pay checks. He said, "plain and simple, the money is not there". President Dalton said "it is time it is in everyone's mouth for that to happen. It is time people realize it has gone too far, and the bills can not be paid and the employees cannot be paid". He said it is time to quit saying "the money will come from somewhere and don't worry about it". President Dalton said he has been talking about this problem since he got on the Commission a year ago. It is time to face it today. If you choose not to face it, the next thing that will happen is bills will not be paid. When that happens the Town will go into default and that is a legal matter. He stated the Commission is legally required to fund the Town.

Mrs. Correll asked what the debt to asset ratio is right now. In other words, what is the Town's worth and what is the debt. President Dalton said he did not know. Commissioner Bennett stated it is eleven and a quarter million. Commissioner Singman asked what she wanted to sell: Town Hall, sewer plant, or city streets. He stated it is not the asset ratio, it is the income ratio. Mrs. Correll stated the Town is not broke as long as the Town has a debt to asset ratio.

Commissioner Singman explained to Mrs. Correll why he voted for the budget. He was told by the Town Clerk that "doomsday" would be sometime in July. "Doomsday" hit now! The Town has a \$37,000.00 deficit: The projection of \$20,000.00 deficit for next month; a projection deficit of \$20,000.00 for the following month. At that time the Town should start to get income for property taxes. The problem has to be dealt with today. He said it is not a question of how much money is in the Town Hall; it can be sold. The cash flow is not there for the next three months. It was voted earlier to pay salaries first, then pay whatever bills can be paid with money on hand. The balance of \$12,000.00 will not be paid. Commissioner Singman said he would not vote to pay bills if there is no money.

There was continued discussion between Commissioner Bennett and Commissioner Singman regarding the figures shown in the debt-service account. Mrs. Correll then left the meeting room.

VIII. EXECUTIVE SESSION

Commissioner Bennett entered a motion to go into executive session at 9:50 P.M. The Commissioners convened to regular session at 10:02 P.M. No motions were made or approved while in executive session discussing personnel

problems. Commissioner Bennett made a motion to advertise for two police officers. The Town had one police officer resign last October, and another resigned effective May 15, 1997. Commissioner Singman seconded the motion, but then amended it. He said before hiring for the second position the Town must have a definite revenue to pay for that officer. Commissioner Bennett accepted that amendment. Motion was carried unanimously.

IX. ADJOURNMENT

Commissioner Bennett made a motion to adjourn the meeting at 10:04 P.M. Seconded by Commissioner Singman.

Respectfully Submitted,

Margaret W. Sipple

Margaret W. Sipple
Secretary

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933



ACCOUNTS PAYABLE FOR APPROVAL

MEETING APRIL 14, 1997

General Fund (01) \$ 2,238.02

Police Fund (02) 5,544.38

Sewer Fund (03) 9,783.49

Water Fund (04) 2,129.64

Municipal (05) 1,700.23
Street Aid Fund

SALLE DRUG (06) 27.71

TOTAL AMOUNT TO BE APPROVED-A/P \$ 21,423.47

SALARIES- (01) \$ 2,571.52
(02) 8,420.00
(03) 4,800.00
(04) 840.00
+ \$ 16,631.52

PAYROLL TAXES 6,700.00

TOTAL \$ 44,754.99

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VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE				
ATT350 AT&T 3/18/97 STMT	04/07/97	42.82	03/18/97	04/17/97	0.00	/ /	0.00	42.82	NO
G/L DIST: 422501 Util-Telephone - General		6.48							
422502 Util-Telephone - Police		12.55							
422503 Util-Telephone - Waste/Sw		23.79							
		42.82			0.00		0.00	42.82	
BEL100 BELL ATLANTIC - DE 4/1/97 STMT	04/11/97	44.36	04/01/97	05/01/97	0.00	/ /	0.00	44.36	NO
G/L DIST: 411203 Gateway Plaza-Misc. Exp.		44.36							
		44.36			0.00		0.00	44.36	
BRI200 BRIDGEVILLE PHARMACY 40224	04/07/97	7.06	03/05/97	04/04/97	0.00	/ /	0.00	7.06	NO
G/L DIST: 414701 Office Supplies - General		7.06							
		7.06			0.00		0.00	7.06	
B' BROWNING-FERRIS IND. 9 0-0044586	04/14/97	190.00	04/01/97	05/01/97	0.00	/ /	0.00	190.00	NO
/L DIST: 413503 Maintenance - Waste/Sewer		190.00							
		190.00			0.00		0.00	190.00	
CAR100 CAREY'S INCORPORATED 29137	04/07/97	22.75	03/07/97	04/06/97	0.00	/ /	0.00	22.75	NO
G/L DIST: 424002 Vehicle Expenses Police-G		22.75							
		22.75			0.00		0.00	22.75	
29535	04/07/97	386.50	03/17/97	04/16/97	0.00	/ /	0.00	386.50	NO
G/L DIST: 424002 Vehicle Expenses Police-G		386.50							
		386.50			0.00		0.00	386.50	
		409.25			0.00		0.00	409.25	

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		AMOUNT	DATE	DUUE DATE	AMOUNT	DATE				
CHE200 CHESAPEAKE UTILITES										
4/8/97 STMT	04/11/97	1,576.61	04/08/97	05/08/97	0.00	/ /	0.00	1,576.61	NO	
G/L DIST: 422203 Util-Gas - Waste/Sewer		1,576.61								
4/08/97 STMT	04/11/97	158.54	04/08/97	05/08/97	0.00	/ /	0.00	158.54	NO	
G/L DIST: 422202 Util-Gas - Police		158.54								
		1,735.15			0.00		0.00	1,735.15		
DAV100 DAVIS, BOWEN & FRIEDEL										
25231	04/07/97	350.00	03/05/97	04/04/97	0.00	/ /	0.00	350.00	NO	BUDGET ASSI
G/L DIST: 411001 Engineering Fees-General		116.67								
411003 Engineering Fees-Waste/SW		116.67								
411004 Engineering Fees-Water		116.66								
25232	04/07/97	167.00	03/05/97	04/04/97	0.00	/ /	0.00	167.00	NO	
G/L DIST: 411003 Engineering Fees-Waste/SW		167.00								
		517.00			0.00		0.00	517.00		
DE RURAL WATER ASSOC.										
38 3/14/97 STMT	04/07/97	150.00	03/14/97	04/13/97	0.00	/ /	0.00	150.00	NO	ANNUAL MEMB
G/L DIST: 410003 Dues - Waste/Sewer		75.00								
410004 Dues - Water		75.00								
		150.00			0.00		0.00	150.00		
DEL400 DE SOLID WASTE AUTHORITY										
020048	04/14/97	941.27	03/31/97	04/30/97	14.12	04/17/97	0.00	927.15	NO	
G/L DIST: 413503 Maintenance - Waste/Sewer		941.27								
		941.27			14.12		0.00	927.15		

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DEL800 DELMARVA POWER & LIGHT											
3-85-13822-7-1		4/4/97	04/11/97	30.28	04/04/97	05/04/97	0.00	/ /	0.00	30.28	NO
G/L DIST: 411203 Gateway Plaza-Misc. Exp. 30.28											
3-85-13002-6-0		4/7/97	04/11/97	279.34	04/07/97	05/07/97	0.00	/ /	0.00	279.34	NO
G/L DIST: 422001 Util-Electric - General 279.34											
3-85-13205-5-1		4/7/97	04/11/97	77.65	04/07/97	05/07/97	0.00	/ /	0.00	77.65	NO
G/L DIST: 422002 Util-Electric - Police 77.65											
3-85-12406-0-0		4/7/97	04/11/97	9.45	04/07/97	05/07/97	0.00	/ /	0.00	9.45	NO
G/L DIST: 422003 Util-Electric - Waste/Sw 9.45											
3-85-13014-1-0		4/7/97	04/14/97	3,079.73	04/07/97	05/07/97	0.00	/ /	0.00	3,079.73	NO
G/L DIST: 422003 Util-Electric - Waste/Sw 3,079.73											
3,476.45 0.00 0.00 3,476.45											
DOV200 DOVER RADIO PAGE											
4/	STMT		04/07/97	73.95	04/01/97	05/01/97	0.00	/ /	0.00	73.95	NO 4/1-4/30/97
G/L DIST: 422502 Util-Telephone - Police 16.00											
422503 Util-Telephone - Waste/Sw 57.95											
73.95 0.00 0.00 73.95											
EAS100 EASTERN SPRINGS WATER CO.											
2713	3/31/97	STMT	04/07/97	22.85	03/31/97	04/30/97	0.00	/ /	0.00	22.85	NO
G/L DIST: 414702 Office Supplies - Police 22.85											
4574	3/31/97	STMT	04/07/97	8.00	03/31/97	04/30/97	0.00	/ /	0.00	8.00	NO
G/L DIST: 414703 Office Supplies - Waste/Sw 8.00											
4817	3/31/97	STMT	04/07/97	8.00	03/31/97	04/30/97	0.00	/ /	0.00	8.00	NO

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G/L DIST: 414701 Office Supplies - General		8.00									
ENV100 ENVIROCORP, INC.		38.85			0.00			0.00	38.85		
2525	04/07/97	401.00	03/20/97	04/19/97	0.00	/ /		0.00	401.00	NO	
G/L DIST: 411503 Testing Fees-Waste/Sewer		401.00									
ENV150 ENVIRONMENTAL HEALTH BILL		401.00			0.00			0.00	401.00		
4381	04/11/97	400.00	04/03/97	05/03/97	0.00	/ /		0.00	400.00	NO	ANNUAL FEE-
G/L DIST: 411504 Testing Fees-Water		400.00									
EQU100 EQUITABLE VARIABLE LIFE		400.00			0.00			0.00	400.00		
35-0456-100 5/1/97	04/14/97	6,671.78	04/01/97	05/01/97	0.00	/ /		0.00	6,671.78	NO	
G/L DIST: 416001 Pension Costs General Fun		821.88									
416002 Pension Costs Police-Gene		3,504.48									
416003 Pension Costs Waste Water		970.24									
416004 Pension Costs - Water		1,375.18									
GAL100 GALL'S INC.		6,671.78			0.00			0.00	6,671.78		
4407909	04/07/97	44.97	03/14/97	04/13/97	0.00	/ /		0.00	44.97	NO	TRAFFIC VES
G/L DIST: 419502 Supplies - Police		44.97									
GRA100 W. W. GRAINGER		44.97			0.00			0.00	44.97		
896-235448-9	04/07/97	10.61	03/19/97	04/18/97	0.00	/ /		0.00	10.61	NO	

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FOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE				
G/L DIST: 417003 Repairs - Waste/Sewer 10.61									
		10.61		0.00		0.00	10.61.		
IND100 INDEPENDENT NEWSPAPERS									
3/31/97 STMT	04/07/97	275.00	03/31/97	04/30/97	0.00	/ /	0.00	275.00	NO
G/L DIST: 400101 Advertising Exp - General 68.75									
400102 Advertising Exp - Police 68.75									
400103 Advertising Exp -Waste/Sw 68.75									
400104 Advertising Exp - Water 68.75									
		275.00		0.00		0.00	275.00		
INT100 INTERCOASTAL TRADING									
970610	04/07/97	512.53	03/14/97	04/13/97	0.00	/ /	0.00	512.53	NO
G/L DIST: 402003 Chemicals Waste Water Tre 512.53									
		512.53		0.00		0.00	512.53		
JEM 13 JEM LUMBER CO., INC.									
	04/07/97	110.55	03/26/97	04/25/97	0.00	/ /	0.00	110.55	NO
; DIST: 413503 Maintenance - Waste/Sewer 110.55									
		110.55		0.00		0.00	110.55	✓	
LAY100 H.C. LAYTON & SON, INC.									
11642	04/14/97	76.62	03/31/97	04/30/97	0.00	/ /	0.00	76.62	NO LAWN MOWER
G/L DIST: 417001 Repairs - General 30.64									
417003 Repairs - Waste/Sewer 45.98									
		76.62		0.00		0.00	76.62		
LOM100 LO-MAR OFFICE SUPPLIES									
12930	04/07/97	27.95	03/06/97	04/05/97	0.00	/ /	0.00	27.95	NO

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G/L DIST: 414702 Office Supplies - Police		27.95							
13651	04/07/97	13.14	03/11/97 04/10/97	0.00	/ /	0.00	13.14	NO	
G/L DIST: 414702 Office Supplies - Police		13.14							
13863	04/07/97	16.38	03/13/97 04/12/97	0.00	/ /	0.00	16.38	NO	
G/L DIST: 414701 Office Supplies - General		4.10							
414702 Office Supplies - Police		4.09							
414703 Office Supplies - Waste/Sw		4.10							
414704 Office Supplies - Water		4.09							
15778	04/07/97	16.68	03/28/97 04/27/97	0.00	/ /	0.00	16.68	NO	
G/L DIST: 414702 Office Supplies - Police		16.68							
		74.15		0.00		0.00	74.15		
MAR100 MARYLAND CHEMICAL									
24314	04/07/97	245.00	03/27/97 04/16/97	0.00	/ /	0.00	245.00	NO	
G/L DIST: 402003 Chemicals Waste Water Tre		245.00							
		245.00		0.00		0.00	245.00		
Mb.1.00 METROCALL									
07679832	04/11/97	33.20	04/01/97 05/01/97	0.00	/ /	0.00	33.20	NO	APRIL 1997
G/L DIST: 422502 Util-Telephone - Police		33.20							
		33.20		0.00		0.00	33.20		
NEW300 O. A. NEWTON & SON CO.									
203566	04/07/97	56.66	03/12/97 03/25/97	0.00	/ /	0.00	56.66	NO	
G/L DIST: 419503 Supplies - Waste/Sewer		56.66							
		56.66		0.00		0.00	56.66		

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		AMOUNT	DATE	DUUE DATE	AMOUNT	DATE				
ONE100 ONE CALL CONCEPTS, INC.										
7036057	04/07/97	9.87	03/31/97	04/30/97	0.00	/ /	0.00	9.87	NO	
G/L DIST: 422603 Miss Utility Locates-Sewr				4.94						
422604 Miss Utility Locates-Watr				4.93						
		9.87			0.00		0.00	9.87		
PEN200 PENINSULA OIL CO.										
2/27/97 STMT	04/07/97	512.60	02/27/97	03/29/97	0.00	/ /	0.00	512.60	NO	
G/L DIST: 424002 Vehicle Expenses Police-G				451.99						
424003 Vehicle Expenses-Waste/SW				60.61						
		974.70			0.00		0.00	974.70		
PET100 PETREA & SON, INC.										
3/31/97 STMT	04/07/97	4.00	03/31/97	04/30/97	0.00	/ /	0.00	4.00	NO	
G/L DIST: 424002 Vehicle Expenses Police-G				4.00						
		4.00			0.00		0.00	4.00		
POW100 POWER TRANS, INC.										
11765	04/07/97	47.02	03/12/97	04/11/97	0.00	/ /	0.00	47.02	NO	
G/L DIST: 417003 Repairs - Waste/Sewer				47.02						
		11.12	03/13/97	04/12/97	0.00	/ /	0.00	11.12	NO	
11784	04/07/97	11.12	03/13/97	04/12/97	0.00	/ /	0.00	11.12	NO	
G/L DIST: 417003 Repairs - Waste/Sewer				11.12						
		35.90-	04/01/97	04/01/97	0.00	04/01/97	0.00	35.90-	NO	
6755	04/07/97	35.90-	04/01/97	04/01/97	0.00	04/01/97	0.00	35.90-	NO	
G/L DIST: 417003 Repairs - Waste/Sewer				35.90-						

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Town of Bridgeville
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/P ACCOUNT: ALL

INNDOR NAME/ INVOICE NUMBER	ENTRY DATE	AMOUNT	DATE	DUe DATE	AMOUNT	DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
12133	04/07/97	24.72	04/02/97	05/02/97	0.00	/ /	0.00	24.72	NO	
G/L DIST: 413501 Maintenance - General		9.88								
413503 Maintenance - Waste/Sewer		14.84								
6756	04/07/97	11.12-	04/07/97	04/07/97	0.00	04/07/97	0.00	11.12-	NO	
G/L DIST: 417003 Repairs - Waste/Sewer		11.12-								
-----	-----	35.84	-----	-----	0.00	-----	0.00	35.84		
RED200 REDI-CALL COMMUNICATIONS										
205	04/07/97	55.30	03/12/97	04/11/97	0.00	/ /	0.00	55.30	NO	
G/L DIST: 424002 Vehicle Expenses Police-G		55.30								
-----	-----	55.30	-----	-----	0.00	-----	0.00	55.30		
SAF100 SAFETY-KLEEN CORP.										
684994	04/07/97	141.95	03/14/97	04/13/97	0.00	/ /	0.00	141.95	NO	
G/L DIST: 419503 Supplies - Waste/Sewer		141.95								
-----	-----	141.95	-----	-----	0.00	-----	0.00	141.95		
SHAR 0 SHARP ENERGY, INC.										
3/31/97 STMT	04/07/97	13.95	03/31/97	04/30/97	0.00	/ /	0.00	13.95	NO	
G/L DIST: 411103 Equip Rental - Waste/Sw		13.95								
-----	-----	13.95	-----	-----	0.00	-----	0.00	13.95		
SIE100 SIEGFRIED MACHINE										
1791	04/07/97	396.78	03/06/97	04/05/97	0.00	/ /	0.00	396.78	NO	
G/L DIST: 411203 Gateway Plaza-Misc. Exp.		396.78								
-----	-----	396.78	-----	-----	0.00	-----	0.00	396.78		

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Town of Bridgeville
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** ACCOUNT: ALL

DOOR NAME/ INVOICE NUMBER	ENTRY DATE	AMOUNT	INVOICE DATE	DISCOUNT	AMOUNT	DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
SOU100 SOUTHERN DE CLASSIFIEDS										
035949	04/11/97	29.26	04/08/97	05/08/97	0.00	/ /	0.00	29.26	NO	
G/L DIST:	400101 Advertising Exp - General		14.63							
	400102 Advertising Exp - Police		14.63							
		29.26			0.00		0.00	29.26		
TOW200 TOWERS SIGNS & PAINT SHOP										
97189	04/07/97	107.00	03/31/97	04/30/97	0.00	/ /	0.00	107.00	NO	
G/L DIST:	413503 Maintenance - Waste/Sewer		107.00							
		107.00			0.00		0.00	107.00		
UNI100 UNIFIRST										
2930026	04/07/97	20.10	03/14/97	04/13/97	0.00	/ /	0.00	20.10	NO	
G/L DIST:	414702 Office Supplies - Police		20.10							
		20.10			0.00		0.00	20.10		
2930027	04/07/97	21.40	03/14/97	04/13/97	0.00	/ /	0.00	21.40	NO	
G/L DIST:	414701 Office Supplies - General		21.40							
		21.40			0.00		0.00	21.40		
29	04/07/97	29.35	03/14/97	04/13/97	0.00	/ /	0.00	29.35	NO	
L DIST:	414703 Office Supplies - Waste/Sw		29.35							
		29.35			0.00		0.00	29.35		
		70.85			0.00		0.00	70.85		
USF100 U.S. FILTER/WATERPRO										
211276	04/07/97	285.72	03/04/97	04/03/97	0.00	/ /	0.00	285.72	NO	
G/L DIST:	419504 Supplies - Water		79.36							
	401503 Capital Outlay Waste Wate		206.36							
		206.36			0.00		0.00	206.36		
		285.72			0.00		0.00	285.72		
WIL100 LEON WILLING										
03/18/97 STMT	04/07/97	18.00	03/18/97	04/17/97	0.00	/ /	0.00	18.00	NO	

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/P ACCOUNT: ALL

RUN DATE: 04/14/97
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Accounts Payable
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** A/P ACCOUNT: ALL

VOR NAME/ VOR NUMBER	ENTRY DATE	INVOICE		DISCOUNT		PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE				
414703	Office Supplies -Waste/Sw	2.37							
414704	Office Supplies - Water	2.37							
		29.20		0.00		0.00	29.20		
GRAND TOTALS		19,709.65		14.12		0.00	19,695.53		
TOTAL OPEN INVOICES 64									

TOTALS BY GL ACCOUNT:

ACCT #	ACCOUNT TITLE	AMOUNT
400101	Advertising Exp - General	83.38
400102	Advertising Exp - Police	83.38
400103	Advertising Exp -Waste/Sw	68.75
400104	Advertising Exp - Water	68.75
401503	Capital Outlay Waste Wate	206.36
402003	Chemicals Waste Water Tre	757.53
410003	Dues - Waste/Sewer	75.00
410004	Dues - Water	75.00
411001	Engineering Fees-General	116.67
411003	Engineering Fees-Waste/SW	283.67
411004	Engineering Fees-Water	116.66
411103	Equip Rental - Waste/Sw	13.95
411203	Gateway Plaza-Misc. Exp.	471.42
411503	Testing Fees-Waste/Sewer	401.00
411504	Testing Fees-Water	400.00
413001	Legal & Auditing-General	801.00
413002	Legal & Auditing-Police	144.00
413501	Maintenance - General	45.88
413502	Maintenance - Police	36.00
413503	Maintenance - Waste/Sewer	1,363.66

RUN DATE: 04/14/97
RUN TIME: 10:43 AM

Town of Bridgeville
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Open Invoice Report

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*/P ACCOUNT: ALL

ENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
		DATE	AMOUNT	DATE	AMOUNT					
414701 Office Supplies - General			52.75							
414702 Office Supplies - Police			108.83							
414703 Office Supplies - Waste/Sw			48.77							
414704 Office Supplies - Water			9.76							
416001 Pension Costs General Fun			821.88							
416002 Pension Costs Police-Gene			3,504.48							
416003 Pension Costs Waste Water			970.24							
416004 Pension Costs - Water			1,375.18							
417001 Repairs - General			30.64							
417003 Repairs - Waste/Sewer			67.71							
419502 Supplies - Police			44.97							
419503 Supplies - Waste/Sewer			198.61							
419504 Supplies - Water			79.36							
422001 Util-Electric - General			279.34							
422002 Util-Electric - Police			77.65							
422003 Util-Electric - Waste/Sw			3,089.18							
422202 Util-Gas - Police			158.54							
422203 Util-Gas - Waste/Sewer			1,576.61							
422501 Util-Telephone - General			6.48							
422502 Util-Telephone - Police			61.75							
422503 Util-Telephone - Waste/Sw			81.74							
422603 Miss Utility Locates-Sewr			4.94							
422604 Miss Utility Locates-Watr			4.93							
424002 Vehicle Expenses Police-G			1,324.78							
424003 Vehicle Expenses-Waste/SW			118.47							

*** End of Open Invoice Report ***



BALTIMORE TRUST COMPANY

04/02/97

Commissioners of Bridgeville
c/o Town Hall
101 N. Main Street
Bridgeville DE 19933

Gentlemen:

Listed below are the account balances at the end of the prior month.

Account Name	Account Number	Balance
General Account	02-106000-01	3,798.21
Municipal Street Aid Fund	02-106019-01	267.99
Regular Savings	0020200259	14,708.90
Police Pension Fund MMAA	3502000189	8,036.00
Municipal Street Aid	0020210092	12,323.32
Apple Festival	02-486687-01	4,519.58
Sewer Sinking Account	0020207312	23,209.43
SALLEE Funds	02-481944-01	0.00
Sewer Savings Account	0020207304	2,414.87
Interim Account	000101559	6,276.48
Water - Savings	0020212569	1,327.66
SALLE DRUG	0000101753	389.18
Bridgeville Savings	20213567	0.00
Commissioners of Bridgeville	1006570	202,178.08

Combined Balances as of the end of the Month: \$279,449.70

Pledge Code 25 - Commissioners of Bridgeville	Market Value
\$400,000 USTN CUSIP 912827Z96 @ 5.875% DUE 11-15-9	\$393,125.00

The total amount pledged to cover deposits: \$393,125.00

If you have any questions, give me a call.

Sincerely,

Barbara A. O'Neill
Money Position Analyst

TECT → { 279,449·70 +
202,178·08 -
6,276·48 -
3

0. 70,995·14 ◊
APPLE → 4,519·58 -
004

66,475·56 ◊
SINKING → 23,209·43 -
005

43,266·13 ◊
MSA → { 267·99 -
12,323·32 -
007

30,674·82 ◊
POLICE PENSION → 8,036·00 -
008

22,638·82 ◊
DRUG → 389·18 -
009

22,249·64 *
CKS → 2,459,17
CHRISTIAN BANK

200,000.00 x
5.41 %
10,820.00 *

10,820.00 ÷
12.00 x
3.00 =
2,705.00 *

WOULD
EARN IN
3 MOS.

200,000.00 x
5.47 %
10,940.00 *

10,940.00 ÷
12.00 x
6.00 =
5.470.00 *

WOULD EARN
IN 6 MOS.

2,705.00 +
2,705.00 +

002 DIFF.
\$60.00
3 MOS. 5.410.00 *



BALTIMORE TRUST COMPANY
P.O. BOX 470
SELBYVILLE, DE 19975-0470

Certificate 038-1006570
Maturity Date 04/16/97
Branch 002



COMMISSIONERS OF BRIDGEVILLE
101 N MAIN ST
BRIDGEVILLE DE 19933-1122



CERTIFICATE OF DEPOSIT

Maturity Notice

Dear CD Customer:

Your Certificate of Deposit described below will mature on the Maturity Date shown.

CERTIFICATE	ISSUE DATE	MATURITY DATE	REDEMPTION VALUE
038-1006570	10/16/96	04/16/97	205,285.48

If you wish to renew or redeem your certificate, please present it at the bank within 10 days after the maturity date. If your certificate is not renewed during this 10-day period, it will be held at the bank and no interest will be earned.

Savings Act. Int.	—	2.50/2.53
3 MOS. — C.D.	—	3.8/3.85
6 MOS. — C.D.	—	4.6/4.65

For \$5000
Or More

RATE APY

5.30/5.41

5.40/5.47

↑
↑

Rates As of 4/9/97
(Baltimore Trust)

Rates Change on ~~Thursdays~~
Wednesdays.

Jack, a decision
needs to be made
on 4/14/97 (meeting)
as to whether we will
need the money
before 3 or 6 mos.
This is money
for the sewer project.

**BRIDGEVILLE POLICE
DEPT.**

**MONTHLY REPORT
MARCH 1997**

COMPLAINT SYNOPSIS

TYPE OF COMPLAINT	MONTH	PREVIOUS YEAR	YEAR TO DATE
BURGLARY	2	1	6
THEFT	5	8	15
ASSAULT	2	4	8
DOMESTIC DISPUTES	10	2	16
CRIMINAL MISCHIEF	2	6	13
DRUG	0	2	4
SEX CRIMES	0	0	0
SUICIDE	0	0	0
ALARMS	2	3	19
DISORDERLY CONDUCT	10	10	20
PUBLIC RELATIONS	4	4	8
AUTO THEFT	0	0	0
HARRASSMENT	2	1	3
KIDNAPPING	0	0	0
MISSING PERSON	0	1	1
PREVENT B. OF P.	3	0	4
SUSPICIOUS PERSON	2	3	5
THREATEN BODILY HARM	2	3	4
D.O.A.	1	0	1
MURDER	0	0	0
CRIMINAL ARRESTS	6	36	32
PUBLIC ASSIST	8	14	22
ASSIST OTHER DEPT.	13	13	41
OTHER	14	11	44
TOTAL	88	122	266

TRAFFIC INVESTIGATIONS

<u>TYPE OF INVESTIGATION</u>	<u>MONTH</u>	<u>PREVIOUS YEAR TO DATE</u>	<u>YEAR TO DATE</u>
<u>TRAFFIC ARREST</u>	327	193	767
<u>D.U.I.</u>	1	1	3
<u>VEHICLES TAGGED</u>	0	2	2
<u>VEHICLES TOWED</u>	3	2	7
<u>PARKING VIOLATIONS</u>	2	0	3
<u>TOTAL</u>	333	198	782

ACCIDENT INVESTIGATION

<u>TYPE OF ACCIDENT</u>	<u>MONTH</u>	<u>PREVIOUS YEAR TO DATE</u>	<u>YEAR TO DATE</u>
<u>PROPERTY DAMAGE</u>	5	3	12
<u>PERSONAL INJURY</u>	0	0	2
<u>FATAL ACCIDENTS</u>	0	0	0
<u>INDUSTRIAL</u>	0	0	0
<u>TOTAL</u>	5	3	14

The following statistical data has been generated by the
Bridgeville Police Department for the month of MARCH

VEHICLE INFORMATION

<u>DESCRIPTION</u>	<u>THIS MONTH</u>	<u>PREVIOUS YEAR</u>	<u>YEAR TO DATE</u>
<u>TOTAL MILEAGE</u>	4,634	5,216	14,089
<u>FUEL</u>	442 GAL.	540	1,282
<u>MAINTENANCE</u>	\$ 423.83	\$ 404.77	\$ 463.66

April 2, 1997

Dear Sgt. A. Paison,

This is probably the first thank you note you have received for giving someone a ticket. But, you may have saved my life as well as others. I thank you for your sensitivity to my situation that night. My father had passed away just a couple of hours before and I didn't realize I had been speeding. It made me more aware of my speed and alertness for the remainder of the trip home. Finally when I was on Route 1, I found the cruise control on this borrowed car, which made it easier.

Thank you again for your attentiveness and gentle attitude towards my tragedy. It's nice to know there are good, kind and efficient officers out there protecting all of us.

With Gods Blessings,



Diane L. Hansen Hutchins

RECEIVED

97 APR 7 PM 9 09

V.A. CENTER
DOVER, DE.

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

W.W.T.P. Monthly Report Date MARCH 1997

Average Daily Flow: .194 mg/d
Total Monthly Flow: 6.029 MG
Maximum Daily Flow: .263 mg/d

N.P.D.E.S. Violations

NO VIOLATIONS

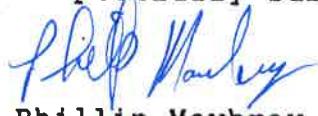
Septic Haulers Report

Number of Haulers: 2
Total Gallons Dumped: 135,000 gals.
Total Revenue Received: \$4728.00

On Going Projects

1. Sludge disposal: No progress. Still stockpiling our sludge.
2. Pet Poultry Products: New discharge permit has been issued. Production should start up this week.
3. W.W.T.P. Upgrade: Progress meeting was held on April 4, 1997. Chlorine basin concrete is 85% complete. Septage station concrete is 90% complete. Next progress meeting will be held May 2, 1997 at 9:00 a.m. at Bridgeville Town Hall.

Respectfully submitted,



Phillip Mowbray

4/14/97

David Dayton
Keith Kibbey

Shawn Miles
Pat Correll

Anna Payne Clancy
Marge Flynn

Frank Real

Alma Fleetwood

MINUTES

COMMISSIONERS OF BRIDGEVILLE
SPECIAL MEETING
MARCH 21, 1997 8:30 A.M.
BRIDGEVILLE TOWN HALL

I. CALL TO ORDER

President Dalton called the meeting to order at 8:37 A.M.. Primary focus of the meeting was to develop a resolution on the Town's insurance.

1 Notification had been received from Selective Insurance that the local insurance company, Ralph Davis Inc., will no longer be recognized by them. Several other insurance companies around the area are recognized by Selective. Fowler and Williams Insurance Company of Laurel, DE stated that it would be no problem to have the Town's account switched to their office. In order to change carriers, a resolution is required.

President Dalton talked with Mr. James Young, of Davis Insurance. Mr. Young explained they will no longer be an agent for Selective Insurance. He is planning to broker out through another agency. The decision has to be made whether to let Mr. Young be a broker for our account or deal directly with Fowler and Williams. If the account is brokered through Mr. Young, he gets a portion of the commission without doing any work. If the account is direct with Fowler and Williams, they would receive the full commission for the work done.

Commissioner Slater said it is really hard to get insurance companies to respond with a quote of insurance programs. Mr. Alan Jones, of Rawlins, Fergerson, Jones & Lewis, and Mr. Harry Daisey, of L & W Insurance, expressed an interest several weeks ago, but neither company has submitted any information.

Commissioner Singman said whoever the agent will be, the Commission should stipulate what is expected of them. There probably are items on the policy that need to be deleted or added.

President Dalton said Fowler and Williams recently merged with The Insurance Market. He thinks they will work well with the Town and do what is asked of them. Selective Insurance has coverage with 90% of municipalities in Delaware.

After much discussion, President Dalton entertained a motion. Commissioner Slater made a resolution to approve Fowler and Williams Insurance Company as the agent in

dealing with Selective Insurance for the Town. Seconded by Commissioner Bennett and carried unanimously. President Dalton will prepare a letter for Fowler and Williams stating what is expected of them.

2. President Dalton said some of the employees would like to talk with a representative from AFLAC. This is a supplemental insurance under Section 125, which is a pretax deduction. There is no cost to the Town but would be paid by the employees. President Dalton's concern was due to it being a Section 125 deduction, would time be taken from Town duties to do that type of bookkeeping. After much discussion, Commissioner Singman said he thought a presentation would be fine. It would not be approved by the Board until determined that there would be no impact on the Town.

3. President Dalton said a couple of months ago it was suggested that \$385.00 be spent to upgrade the tax program software. Money had already been spent on that program, and it was still not doing the job. Mike Megee, from Davis, Bowen & Friedel, said he thought our Peachtree Program was a good possibility for setting up the tax program. It would take more research and time to put all the information into Peachtree. In the meantime, we have one more year of having to get our tax roles into the computer to get the taxes done by June 1997. The Town Clerk is having a difficult time getting the reports she needs with the program the way it is. The question is can the Town afford the money to upgrade the program this year so the tax information is available for the 1997 taxes and assessments. Commissioner Slater said the programmer should write a letter saying this upgrade would do everything that is needed. He said this program has been a problem since day one. The program is not a commercial program. The software was written according to what the previous clerks told the programmer they wanted. Since then, a lot of things have come along that need to be installed in order to get the necessary updated reports.

There are complete programs available for municipalities, but they cost in the neighborhood of \$16,000.00. Commissioner Slater said when the new water and sewer program was installed, he was sure that other things could be adapted to that software. The Peachtree Program will do what we need once it is loaded with the information. The upgrade this year is just a temporary fix. Next year everything could be on our Peachtree system. Commissioner Slater made a motion to spend the \$385.00 necessary to upgrade the tax program for this year. Motion was seconded by Commissioner Bennett. After some discussion, the motion was unanimously carried.

Commissioner Slater said several years ago the Town had acquired Open Systems Software that should be able to do the tax program. He said at one time, an accountant did not

like it, so it was deleted. Commissioner Slater said most of the other towns were using the same program when Bridgeville purchased it. President Dalton said they should look at that system versus Peachtree.

4. Commissioner Singman mentioned that something needs to be done with the two manhole covers on Walnut Street and Delaware Avenue. Commissioner Sipple said they had been welded shut. She said Doug Jones was going to order a cuff to go around one for a cost of less than \$100.00 to see if it will work.

5. Commissioner Sipple discussed the motion made at the last meeting where Commissioners pay for dinner meetings out of their own pockets. She believes the Town should be represented whenever possible. There is no reason why the Town cannot afford to pay for at least one person, if not two. Commissioner Singman stated some of the workshops do not pertain to Bridgeville. Commissioner Slater said most of the time such workshops pertain to cities much larger than ours. President Dalton attends the SCAT meetings on a regular basis. He attends the SCAT Steering Committee breakfast meeting and pays for that out of his own pocket. President Dalton feels, on several occasions, he gained quite a bit of knowledge useful to our Town. Commissioner Sipple made a motion to rescind the motion passed at the last meeting.

Commissioner Singman thought that if Bridgeville is going to be part of any development or community action in Sussex County it is a good idea to have the Town represented at these meetings. He believes if one or two wish to attend the meetings, then the Town should pay it. He said only when Bridgeville is to be the host, should all Commissioner's expenses be paid.

Commissioner Slater said he thought this subject should be brought up during the regular Commissioners meeting. He thought this meeting was called just to discuss insurance. Commissioner Bennett stated the notice on the door said new business.

After much discussion, President Dalton said a motion was on the floor to rescind the action taken at the last meeting and to restrict to the members of the board, at the discretion of the President, how many people need to attend a meeting with the idea of keeping it down to the minimum number. The motion also stated it will be decided which meetings should be attended. Motion was made by Commissioner Sipple. Seconded by Commissioner Singman. Motion was carried unanimously.

II. ADJOURNMENT

President Dalton entertained a motion to adjourn the meeting. Seconded by Commissioner Singman and unanimously carried. The meeting was adjourned at 9:13 A.M.

Respectfully Submitted,

Margaret W. Sipple

Margaret W. Sipple
Secretary