

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

AGENDA

COMMISSIONERS OF BRIDGEVILLE
JUNE 8, 1998 - 7:00 P.M.
BRIDGEVILLE TOWN HALL

- A. CALL TO ORDER
- B. QUORUM PRESENT
- C. READING OF MINUTES-May 11, 1998
- D. APPROVAL OF BILLS
(Review of Financial Statements)
- E. CORRESPONDENCE
- F. DEPARTMENT REPORTS
 - 1. Police
 - 2. Waste Water
 - 3. Drinking Water
 - 4. Streets
- G. OLD BUSINESS
 - 1. Community Trash Collection
- H. NEW BUSINESS
 - 1. Swearing in of Commissioners
 - 2. Real Estate Transaction
 - 3. Real Estate Transfer Tax - First Reading
- 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 SESSION OR THE DELETION
OF ITEMS INCLUDING EXECUTIVE SESSION, WHICH MAY ARISE AT THE
TIME OF THE MEETING*****

MINUTES

COMMISSIONERS OF BRIDGEVILLE JUNE 8, 1998 - 7:00 P.M. TOWN HALL

I. CALL TO ORDER

The meeting was called to order at 7:00 P.M. by President Robert Bennett. Present: Commissioner Margaret Sipple, Commissioner Jack Dalton, Commissioner Elect Glenn Miles, Commissioner Elect Charles Royal and Alderman Andy Robert. A quorum was present. The meeting started with a salute to the flag.

Alderman Robert presented the oath of office to Mr. Miles and Mr. Royal. The new Commissioners were appointed because of two Commission resignations.

II. APPROVAL OF MINUTES

Commissioner Dalton made a motion to dispense with the reading of the minutes from the regular meeting of May 11, 1998, and the special meeting held on May 18, 1998 and to accept them as presented. Motion was seconded by Commissioner Sipple and carried unanimously.

III. APPROVAL OF MONTHLY BILLS

See breakdown per fund attached. President Bennett said the manager of the waste water treatment plant had compiled a report with suggestions of on going projects. Each Commissioner had received a copy of that report. Commissioner Dalton made a motion to approved the bills. Motion was seconded by Commissioner Sipple and carried unanimously.

IV. PRESIDENT'S REPORTS

A. CORRESPONDENCE

1. President Bennett said an invitation had been received from Nanticoke Memorial Hospital inviting the Commission to attend the Grand Opening Celebration of the new outpatient center, intensive care unit and the new operating rooms. The date of the ribbon cutting ceremony is June 13, 1998 at 1:00 P.M. in the new lobby. Commissioner Royal said he would be able to attend.

B. DEPARTMENT REPORTS

1. Police - See attached report. Commissioner Miles reported there were 309 traffic arrests for the month of May. There were 57 complaints registered for the month compared to 73 for May of the previous year.

2. Waste Water - See attached report. Commissioner Royal said the average daily flow was 175,000 gallons with a total monthly flow of 5,264,000 gallons. There were no violations for the month. The number of septic haulers for the month totaled three with a revenue of \$2,282.00. Commissioner Royal said the cleaning of a sand filter had been completed. One filter had lost some of its sand but replacement sand has been ordered. The replacement clarifier sludge pump has been ordered and should arrive June 15 or 16. The new pump will be installed as soon as possible. On June 2, 1998 Mr. Lewis West of DelAgra stopped by the plant with an engineer from CABE Associates. Mr. West wanted clarification of the letter sent to DelAgra requesting piping layout, plans, etc. However, no contract has been signed with CABE Associates to complete this project.

The W.W.T.P. has been experiencing a loss of performance in the RBC (biological process). With the help of our Town engineer and the Delaware Rural Water Association, we are currently investigating the source of this problem.

3. Drinking Water - See attached report. Commissioner Dalton reported gallons pumped for the month of May totaled 3,464,000 gallons for an average of 120,000 gallons per day. He said the installation of an alarm system on the control panel has just been completed. Commissioner Dalton explained that should a problem arise with any of the Town's pumps an alarm will sound on the control panel. The phone dialer will automatically dial the waste water treatment plant operator day or night.

He said the water department thinks more planning should be done for repairs and infrastructure maintenance. Commissioner Dalton said the department has formulated a five year and a ten year plan for these repairs and upgrades. He said some of these need to be funded and can be best funded through savings. Based on the budget position the water department finished with last year, the department feels some of these funds should be set aside for future projects.

Commissioner Dalton said one of the projects will be replacing 5,890 feet of cast iron water mains that still remain underground, and over 13,400 feet of asbestos cement water main that is still in the ground.

Commissioner Dalton said the water storage tank needs to be painted in the near future as well. He said more storage capacity needs to be considered for the Town to meet the expected development in the future. He said all the projects will be formulated into the five and ten year plan that will be submitted to the Commission at a later date.

4. Streets - Commissioner Sipple reported the potholes on John Street have been patched. She said she had talked with the state highway people again about the signs that need to be installed once the by-pass is completed. Commissioner Sipple said the ditch people mowed the ditch banks and took out the trees along the ditch bank on North Main Street. She thought they might be able to clean it out again if enough of their money is

left. President Bennett said the Boot Camper workers will be in Town on June 15 - 17, and they will be cleaning out the ditches at North Cannon and North Main Street. President Bennett said the workers are allowed to use power tools, and the Town is not liable.

V. OLD BUSINESS

1. Commissioner Dalton said he had not obtained the CPCN applications for Bridgeville.
2. President Bennett reported thirty nine people had responded to the community trash collection issue. Thirty people are for the pick up and nine against as of this date. No decision was made.

VI. NEW BUSINESS

1. President Bennett appointed Commissioner Royal to the waste water department and Commissioner Miles to the police department.
2. President Bennett said the Town has been offered the property next to the Town Hall, the Davis Property, for \$35,000.00. He said his recommendation is that the Commission consider purchasing said property. He said the main reason being the Town does not own the entrance to the sewer plant. That property is rented by the year. President Bennett said the Davis Property would give the Town access to the plant should it ever be needed, and also give the Town access to the back property should it ever be developed. Commissioner Dalton asked President Bennett where that would put the Town financially as far as being able to afford the building. President Bennett replied the Town is all right. He said instead of making a \$20,000 or \$30,000 payment, we could just delay the payment to the bank. He said the Town would just pay on the interest and not on the principle for the time being. Commissioner Sipple asked what would the Town do with the place until it was actually needed. President Bennett said the building could be rented or whatever the Commission decides to do with it. After some discussion, Commissioner Dalton made a motion to purchase the Davis Property at the stated price of \$35,000.00. Motion was seconded by Commissioner Sipple and carried unanimously.
3. President Bennett said the General Assembly had approved the request from the Town to implement a real estate transfer tax (see attached copy). The first reading of Ordinance #98-2; an ordinance to allow the Town of Bridgeville to collect a 1% real estate transfer tax was read by the Commissioners. The second reading and vote will take place at the July meeting.
4. President Bennett reminded the Commissioners their articles for the newsletter must be in to Alma Fleetwood by Wednesday.

5. Commissioner Sipple reported the request she turned in a few months ago to Senator Thurman Adams and Rep. Ben Ewing for money to obtain a new truck has been turned down. She said the Commission should start thinking about replacing both trucks.

VII. CITIZENS PRIVILEGE

1. Mrs. Cindy Truitt said the statement she made at last month's meeting pertaining to the \$5.00 fee at Jimmy's Grille on Mother's Day was incorrect. She said she had been misinformed on the charge that was made. Mrs. Truitt said the charge was \$5.00 for three people eating, not \$5.00 for each person.

Mrs. Truitt said she would like to see more citizens get involved in a neighborhood watch and not be afraid to report suspicious activities they might see or hear. She said the reporting party does not have to report their names. Mrs. Truitt said this information needs to get out to the citizens of this community in the newsletter.

2. Mr. Charles Singman said the issue of tractor trailers parking on Market Street, particularly in front of Mrs. Truitt's home, should be addressed. The truck drivers are leaving their motors running while they do their banking or whatever errands they need to do. He said it creates a nuisance to Mrs. Truitt but also creates a dangerous intersection for people trying to cross the street from the south side of Market Street. He said it was his impression that no commercial vehicle was allowed to park on Market, Main or Laws Street. He said if it is in the Town Code, then it needs to be enforced. Mr. Singman said there are "No Parking" signs along Main Street.

Mrs. Truitt said she did file a complaint with the police department. She said the truck company will be notified and given a courtesy call. Mrs. Truitt said the tractor trailers cause a lot more problems than a UPS truck. Mrs. Truitt asked the Town to put up a "no parking" sign and then enforce it. President Bennett said the state asked the Town not to start enforcing the code until the by-pass is completed. Mrs. Truitt said this is not about driving through, it pertains to the parking on the street. Mr. Singman said such trucks are not to park in a residential area. President Bennett said he would discuss it with the police department. Mrs. Truitt said the police department is aware of the problem. President Bennett said evidently they are not doing anything about it.

Mrs. Truitt said she would like to see a sign installed that reads "residential parking only". Commissioner Royal said he feels people will ignore the "residential parking" but might pay more attention to a sign that read "no commercial parking". President Bennett said he did not think the bank would agree to a "no commercial parking" sign. Commissioner Dalton said if a "residential parking only" sign goes up, then every holder of a CDL license is required to know what that means. He said that sign would not scare business away from the bank.

Commissioner Dalton said after the by-pass is completed, and the Town enforces the truck code, then there should not be a problem with trucks in our community. He said he would like to give the state and the police department the opportunity and see if the problem gets corrected before the Town spends money for signs. If the problem does not get corrected, then a decision on placing the signs where they will be most effective will

have to be made. President Bennett said signs would need to be installed on Church Street to keep the Perdue trucks from going through to the plant entrance.

3. Commissioner Dalton said Mr. Tennefoss of Jimmy's Grille told him his contractor is working on the grease trap project.

4. Mr. Philip Davis asked if a permit was required to move a house out of Town. President Bennett said only a state permit is required.

5. Former Commissioner Charles Singman said he would like to take the opportunity to thank the Commissioners for all of their support, the police chief, and the water department, and to wish the new Commissioners the best of luck for a "thankless job". He said it was a privilege to serve the Town of Bridgeville.

VIII. EXECUTIVE SESSION

Commissioner Dalton made a motion to adjourn to executive session at 7:45 P.M.. Motion seconded by Commissioner Sipple and carried unanimously.

The Commission reconvened to the regular session at 8:00 P.M. No motions were made during executive session.

Commissioner Dalton said for the record, before the Commission preceeds with any other street projects, he feels it should be known to the state if they are paying for it, or to the engineer for the Town if we are paying for it. The proper way of laying sidewalks in Town is with a concrete foundation in order to make it last. He said the asphalt curbing just installed on Laws Street should not be done again because it will not last and is a waste of money. Commissioner Dalton said the plans were never presented to the Commission.

President Bennett said the curbing that was replaced was first installed in 1957. He said since that lasted 41 years, he doesn't feel that was a bad investment. Commissioner Sipple said she thought the cement curbs look better. Commissioner Dalton said if curbing is to be done in the future in Town, he would like to see it specified to be done in concrete.

Commissioner Royal said if it is going to have an impact on the Town, then the Commission should have a say in the design.

IX. ADJOURNMENT

Commissioner Sipple made a motion to adjourn the meeting at 8:05 P.M. Motion was seconded by Commissioner Dalton and carried unanimously.

Respectfully Submitted,

Margaret W. Sipple

Margaret W. Sipple

Secretary

COMMISSIONERS MEETING
JUNE 8, 1998
EXECUTIVE SESSION

The meeting was called to order by President Robert Bennett at 7:45 P.M.

Present: Commissioner Sipple, Commissioner Dalton, Commissioner Royal, and Commissioner Miles.

Discussion held on waste water treatment plant.

Convenued to regular meeting 8:00 P.M.

Meeting adjourned.

Margaret Sipple
Commission Secretary

BRIDGEVILLE POLICE
DEPARTMENT

MONTHLY REPORT
MAY 1998

COMPLAINT SYNOPSIS

TYPE OF COMPLAINT	MONTH	PREVIOUS YEAR	YEAR TO DATE
BURGLARY	0	0	6
THEFT	3	1	14
ASSAULT	1	2	8
DOMESTIC DISPUTES	4	5	18
CRIMINAL MISCHIEF	5	3	21
DRUG	1	0	4
SEX CRIMES	0	1	0
SUICIDE	0	0	0
ALARMS	7	11	28
DISORDERLY CONDUCT	0	7	8
PUBLIC RELATIONS	0	5	4
AUTO THEFT	0	0	1
HARRASSMENT	4	2	9
KIDNAPPING	0	0	0
MISSING PERSON	0	0	2
PREVENT B. OF P.	0	2	0
SUSPICIOUS PERSON	1	2	3
THREATEN BODILY HARM	0	0	1
D.O.A.	1	0	1
MURDER	0	0	0
CRIMINAL ARRESTS	6	4	65
PUBLIC ASSIST	6	7	39
ASSIST OTHER DEPT.	7	13	42
OTHER	11	8	66
TOTAL	57	73	340

TRAFFIC INVESTIGATIONS

<u>TYPE OF INVESTIGATION</u>	<u>MONTH</u>	<u>PREVIOUS YEAR TO DATE</u>	<u>YEAR TO DATE</u>
TRAFFIC ARREST	309	128	1,587
D.U.I.	1	0	5
VEHICLES TAGGED	2	0	12
VEHICLES TOWED	0	1	6
PARKING VIOLATIONS	0	0	38
TOTAL	312	129	1,648

ACCIDENT INVESTIGATION

<u>TYPE OF ACCIDENT</u>	<u>MONTH</u>	<u>PREVIOUS YEAR TO DATE</u>	<u>YEAR TO DATE</u>
PROPERTY DAMAGE	1	2	11
PERSONAL INJURY	0	1	0
FATAL ACCIDENTS	0	0	0
INDUSTRIAL	0	0	0
TOTAL	1	3	11

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

VEHICLE INFORMATION

<u>DESCRIPTION</u>	<u>THIS MONTH</u>	<u>PREVIOUS YEAR</u>	<u>YEAR TO DATE</u>
TOTAL MILEAGE	6,363	4,539	30,955
FUEL	567	252	2,658
MAINTENANCE	\$ 117.49	0	\$ 1,229.14

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

W.W.T.P. Monthly Report Date MAY 1998

Average Daily Flow: .175 mg/d
Total Monthly Flow: 5.264 MG
Maximum Daily Flow: .315 mg/d

N.P.D.E.S. Violations

NO VIOLATION

Septic Haulers Report

Number of Haulers: 3
Total Gallons Dumped: 57,050 gals.
Total Revenue Received: \$2,282.00

On Going Projects

1. We completed the cleaning of the sand filters. One filter lost some of its sand and we have ordered replacement sand. We will monitor this filter to try and discover the reason for the sand loss.
2. The replacement clarifier sludge pump has been ordered and should be here around June 15 or 16. Our priority will be to install this pump as quickly as possible.
3. On June 2, 1998 Mr. Lewis West of DelAgra stopped at the W.W.T.P. Mr. West was accompanied with an engineer from CABE Associates. Mr. West wanted clarification of the letter sent to DelAgra requesting piping layout, plans and etc. However, no contract has been signed with CABE Associates to complete this project.
4. The W.W.T.P. has been experiencing a loss of performance in our RBC (biological process). With the help of our Town engineer and the De. Rural Water Association we are currently investigating the source of this problem.

Respectfully submitted,

Phillip Mowbray

W.W.T.P. Manager

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

COMMISSIONERS MEETING JUNE 8, 1998

WATER SUPPLIED

3,464,000 gallons

AVERAGE DAILY FLOW

120,000 gallons

ALARM SYSTEM PHONE DIALER HAS BEEN INSTALLED ON THE
CONTROL PANEL.

DOUG JONES
WATER DEPARTMENT

WATER MAIN REPLACEMENT SUMMARY

June 8, 1998

4" cast iron pipe - 3,580 feet

6" cast iron pipe - 2,310 feet

TOTAL CAST IRON PIPE 5,890 feet

6" AC pipe 8,865 feet

8" AC pipe 2,490 feet

10" AC pipe 2,045 feet

TOTAL AC PIPE 13,400 feet

TOTAL WATER MAIN REPLACEMENT: 19,290 feet or 3.65 miles

FIVE YEAR PLANWATER MAIN REPLACEMENT

1. Walnut Street, 2310 feet
Replace 4" cast with 8" PVC from South Main to Railroad Avenue
2. Oak Street, 510 feet
Replace 4" cast with 8" PVC from North Cannon Street to Second St.
3. Directional Bore: 50' under stream/North Cannon Street
Replace 8" DI with 8 Poly.
4. Jacobs Avenue, 1500 feet
Replace 8" AC with 8" PVC from South Main Street to South Cannon Street
5. First Street, 1800 feet
Replace 6" AC with 8" PVC from Church Street to Cooper Alley
6. Cooper Alley, 290 feet
Replace 6" AC with 8" PVC from Frist Street to Church Street
7. Laws Street, 760 feet
Replace 4" cast with 8" PVC frp, Walnut Street to Edgewood Street
8. Water Tank Inspected

TEN YEAR PLAN

1. Delaware Avenue, 2310 feet
Replace 6" cast with 8" or 10" PVC from South Main Street to Railroad Avenue
2. Cherry Alley, 920 feet
Replace 6" AC with 8" PVC from Maple Alley to Delaware Avenue
3. Gum Alley, 675 feet
Replace 6" AC with 6" PVC from First Street to Deadend.
4. Elm Street, 575 feet
Replace 8" Ac with 8" PVC from South Main Street to Deadend.
5. Elliott Avenue, 980 feet
Replace 8" AC with 8" PVC from South Main Street to Laws Street.
6. Laws Street, 760 feet
REplace 6" AC with 8" PVC from Sussex Avenue to Jacobs Avenue.
7. South Cannon Street, 415 feet
Replace 8" AC with 8" PVC from Delaware Avenue to Walnut Street.
8. Vine Street, 280 feet
Replace 6" AC with 8" PVC from Church Street to First Street.
9. North Main Street, 1,000 feet
Replace 6" Ac with 8" PVC from Church Street to Rt. 40.
10. Pine Alley, 1,370 feet
Abandon existing 10" AC with upgrades.
11. Maple Alley, 1,370 feet
Abandon existing 6" AC with upgrades.
12. Williams Street, 990 feet
Abandon existing 6" AC with upgrades.
13. Water Tower painted inside and out
3A-main riser colum to be replaced.
14. 700 meters to rebuild or replace.
15. Drill new well to meet water usage demand.

6/8/98 Monday

Eileen L. Bennett

Carol Boccazzi

Alma Fleetwood
C. Royal

John D. Hill

Jefferson L. Fenton
Charles R. Sujman
Philip ~~De~~
Cindy Truett