

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

AGENDA

COMMISSIONERS OF BRIDGEVILLE

JUNE 9, 1997 - 7:00 P.M.

TOWN HALL

- A. CALL TO ORDER
- B. QUORUM PRESENT
- C. READING OF MINUTES - May 12, 1997
- D. APPROVAL OF BILLS
(Review of Financial Statements-May, 1997)
- E. CORRESPONDENCE
- F. DEPARTMENT REPORTS

- 1. Police
- 2. Waste Water
- 3. Drinking Water
- 4. Streets
- 5. Alderman's Report

G. OLD BUSINESS

- 1. Second Reading of Ordinance 97-1: Property and Capitation Tax Increase. Call For Vote.
- 2. Discuss the Water and Sewer Minimum Charge
- 3. Discuss Fire Lines and Impact Fees

H. NEW BUSINESS

- 1. Playground Lease with Woodbridge School District
- 2. Discuss Line of Credit
- 3. Mosquito Spraying for 1997

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 SESSIONS, WHICH MAY ARISE AT THE TIME OF THE MEETING. *****

MINUTES

COMMISSIONERS OF BRIDGEVILLE
JUNE 9, 1997 - 7:00 P.M.
TOWN HALL

I. CALL TO ORDER

The regular monthly meeting of the Commissioners of Bridgeville was called to order at 7:00 P.M. by President Robert Bennett. Present: President Bennett, Commissioner Margaret Sipple, Commissioner Robert Slater, Commissioner Jack Dalton and Commissioner Charles Singman. The meeting began with a salute to the flag.

II. APPROVAL OF MINUTES

The reading of the minutes from the May 12, 16 and 20, 1997 meetings were dispensed by a motion from Commissioner Dalton. The motion was seconded by Commissioner Sipple; motion unanimously carried.

III. APPROVAL OF MONTHLY BILLS

See breakdown per fund attached. Monthly bills include estimated salaries.

Commissioner Bennett had a question as to why water and sewer rent was higher for the first three months of FY 96-97 versus the same three month period for FY 97-98. The Town Clerk, Miss Watha Hostetler, explained that the three month period of FY 96-97 included the final quarterly water/sewer billing of March 1996 that was mailed before the Town started sending monthly water/sewer bills. Therefore, the FY 96-97 three month period water/sewer figures included January, February, March, April and May 1996 billings. The three month period for FY 97-98 included only March, April and May 1997 monthly billings. Commissioner Slater asked President Bennett if he received an answer regarding the difference. He replied "No not really".

President Bennett questioned if the income for the General Fund of \$45.12 was for the month of May only. The Town Clerk confirmed it was correct. It was also stated that no funds were received from the Alderman's Court.

President Bennett requested that all monies currently in the Alderman Court be deposited immediately. He further instructed the Town Clerk to give the Alderman copies of the deposit.

President Bennett asked the Town Clerk to explain the differences in the salary expense amounts shown in the General Fund, Waste Water Fund and Water Fund for FY 97-98 versus FY 96-97. She explained that the FY 97-98 budget was designed so that one third of office salaries would be broken down over the three funds. For FY 96-97 office salaries were coded to the General Fund only. Doug Jones and Rick Passwaters code their time cards according to the hours they work for each department. Therefore, the hours each were paid for this year versus last year per department may show a difference. The Town Clerk said all employee time cards are available for review.

Commissioner Singman made a motion to approve the monthly bills with the stipulation that salaries be paid first. President Bennett said the motion was seconded; carried unanimously.

At this time, President Bennett presented Mr. Jason Deibel with a Honorary Commissioner Certificate for the Town of Bridgeville, a name plate and a seat of honor. President Bennett said Mr. Deibel will be able to cruise in the Town's patrol car some evening with the Town Police.

IV. PRESIDENT'S REPORTS

A. CORRESPONDENCE

1. A letter was received from Mrs. Cindy Truitt, Market Street, Bridgeville. See attached.

2. A letter was received from the Block Grant Program explaining Bridgeville will receive \$75,000.00 for renovations of five houses.

B. DEPARTMENT REPORTS

1. POLICE DEPARTMENT- Monthly report attached. Presented by Commissioner Singman. He reported the monthly police report would now be showing all activities incurred by the department. Traffic arrests for the month of May was 128.

Commissioner Singman said after discussing the budget figures with Chief Handley Orr, it is clear that the police department will not be able to meet their budget commitment. The Chief's revenue figures of \$150,000.00 given in February are going to be significantly short of that estimate.

Commissioner Singman said a grant received from Sussex County for police equipment did not cover the amount billed. Chief Orr will check into the discrepancy. Commissioner Singman said the Town does not have the funds to cover the difference.

2. WASTE WATER - Monthly report attached. Presented by Commissioner Slater. Total revenue from the two waste haulers in May was \$4,455.00. He reported that the Town is still stockpiling sludge. Commissioner Slater, Mr. Phillip Mowbray and Mr. Rick Passwaters toured and inspected the new Cannon Cold Storage facility on May 22, 1997. A few minor deficiencies were found, and Mr. Bill Seitz, facility supervisor, was contacted immediately.

A progress meeting was held on June 6, 1997. The septic haulers have started using the new septage receiving station on a limited basis. The next meeting is scheduled for Friday, July 11, 1997 at 9:00 A.M.

Commissioner Slater said the Town's drying beds are not keeping up, right now. He said he is looking into installing a mechanical sludge dewaterer. This project is just in the preliminary stage. Commissioner Slater said this type of unit will cost between \$35,000.00 and \$200,000.00. The sludge dewatering problem will have to be addressed in the very near future in order to keep the Waste Water Treatment Plant in compliance. He said there is state money available for this type of project.

3. DRINKING WATER - Presented by Commissioner Dalton. For the month of May the Town pumped three million, six hundred and seventy gallons of water. He said he received two complaints of high water usage from homeowners. He instructed the homeowners to have a licensed plumber inspect their water systems to make sure there are not any leaks.

Commissioner Dalton reported that on May 31, 1997 the Town experienced a water outage. It was determined the pump and the well went down in the afternoon due to the fact that the Town does not have an alarm system. He reported that A.C. Schultes responded in a timely manner and worked with our Town employees all through the night to get the system back up. Commissioner Dalton said it has been discovered that there might have been a faulty connection to the pump. Both the pump and the wires have been sent to Aquaflow for a possible determination causing the outage. He said based on the cost of the pump and weekend work time, the repair cost could be \$5,000.00. It depends on how much of the problem A.C. Schultes decides was their responsibility, if any. Commissioner Dalton said he received a request from the plant personnel to have the panel moved from the Town Hall to the plant, and to have a dialer installed so a problem of this type will not happen again. Commissioner Dalton said an estimated figure for the dialer is \$2,900.00. Figures for moving the panel was estimated in the budget at \$5,000.00.

Commissioner Dalton reported Wells 2 and 2D (the wells on high school grounds) are up and operating on a manual basis only. The wells were not operable at the time of the outage. Part of the fence at the well site needs to be replaced since being taken down during the outage. The

plant personnel requested a gate be installed in place of the fence. Commissioner Dalton said he would have the cost of the gate figures for the next meeting.

Commissioner Dalton reported that Mr. Mowbray and Mr. Jones worked overtime during the all night water outage. Because of the financial situation the Town is in, they did not turn in any overtime. Commissioner Dalton instructed them to turn in their overtime hours even if it had to be deferred until the Town is financially stable.

President Bennett said Mr. Jones had sent a letter to Mr. Mike Collision of A. C. Schultes, thanking him for his prompt service to the Town the night of the outage.

4. STREETS - Commissioner Sipple had nothing to report this month. She said the potholes had not been filled to date. President Bennett reported Laws and Church Streets would be resurfaced after July 1, 1997.

5. ALDERMAN REPORT - No activity in the court this month.

V. OLD BUSINESS

1. Commissioner Sipple read the second reading of the proposed Ordinance 97-1: AN ORDINANCE TO AMEND CHAPTER 128, SECTION 1 OF THE CODE OF THE TOWN OF BRIDGEVILLE RELATING TO PROPERTY AND CAPITATION TAXES. Property tax will be raised to \$1.83 per hundred and the capitation tax will be raised to \$15.00. See attached.

Commissioner Singman said he still believes the Town's budget has a very serious shortfall. When the budget figures were given in February, the Town had a \$34,000.00 deficit for the year, but that was based on revenues projected by the police department. Because of the shortfall, he does not feel the \$1.83 will carry the Town providing the services the Town has expressed it wants. Commissioner Singman said this might have to be revisited before the end of the year.

Commissioner Dalton said he feels the same way as Commissioner Singman. He feels the Commission has not responsibly figured what the income is going to be for the year. He thinks responsible cost cutting actions have not been taken, and the \$45,000.00 deficit for this month is going to continue to grow. Commissioner Dalton does not feel the Commission has the right to ask for additional tax monies when efforts have not been made to control the way money has been spent in the past. He said last month the question was asked as to why the Town had such a deficit and why the financial situation. He said the blame was laid to the fact that a \$200,000.00 loan was taken out last year. That loan was an effort to stem the outflow of cash because the previous Commission had not made the necessary changes, and now this Commission is doing the same. He said the Town has the availability of the Alderman Court but has decided

to send that money to the State instead of keeping it here. Commissioner Dalton stated he does not think it is fair to tax the Town people.

Commissioner Slater made a motion to adopt Ordinance 97-1 Property and Capitation Increase. Motion was seconded by Commissioner Sipple. Vote was carried 4 to 1 with Commissioner Dalton against the motion.

2. Commissioner Slater reported Mr. Mike Megee, of Davis, Bowen and Friedel, is still working on the water and sewer minimum charge. He said there is only a certain amount that can be charged.

3. Commissioner Dalton explained to President Bennett that the fire lines billed to Delagra and Pet Poultry last October have never been collected. He said the two companies feel they spent enough money when they installed water lines to service their businesses. They feel the \$1,500.00 fire lines should be waived. He said the Commission has had many discussions about these billings. Neither business uses our water, but those fire lines are there should they ever be needed. The insurance companies required the fire lines to be installed should an emergency arise. Commissioner Slater said maybe it is a little unjust if they do not use our water; but feels they should pay. After much discussion, and ruling by the Town Code, it was decided Commissioner Dalton would talk with representatives from each company.

Commissioner Slater discussed the impact fee for the Michael Sarro property (Jimmy's Grille). He read a section of the Code Book: #128-1, Section F: for all sewer connections on the sewer line from the Bridgeville Mall Limited Partnership Property, there shall be a sewer tapping fee of \$1,500.00 per equivalent dwelling unit. (1 EDU=300 gallons). He said they do not go through the Town's pumping station, only the pressure line. He said this property so far has paid in tapping fees \$18,200.00. Another 50 seats have been installed which makes another \$9,000.00 owed to the Town. He explained if they were an industrial user (like Delagra) they would only pay \$3.00 per gallon per day. In reviewing Jimmy's Grille bills for the past year, their peak usage was 200,000 gallons for one month (6,666 gallons used a day). If that usage was figured as an industrial user, the bill would be \$19,998.00. Commissioner Slater feels this is an unjust fee for Jimmy's Grille. He has discussed the matter with the Town's Engineer. Commissioner Slater said he thinks the Town should charge the industrial rate to Mr. Sarro and review it every six months. President Bennett said it cannot be changed unless the Town Code is changed, and it is a precedent being set if the Commission does change it.

After much discussion, Commissioner Slater made a motion to change the ordinance or make a special exception for this particular matter. No second was made to motion.

Commissioner Singman made a proposal for Commissioner Slater to prepare the necessary paper work to revise that section of the code and present it at the next meeting for discussion. Motion was seconded by Commissioner Dalton; carried unanimously.

4. President Bennett said 50 letters to owners of abandoned vehicles had been sent from the police department. These letters were sent by certified mail for a cost of \$138.50.

VI. NEW BUSINESS

1. The Woodbridge School District and the PTA are requesting the Town renew the lease for another 20 years on the playground at the ECEC School on Church Street. President Bennett explained for the State Parks and Playgrounds to issue grant money, the land has to be listed as part of the Town (cannot be a school playground). Motion was made to renew the lease with the Woodbridge School District for 20 years by Commissioner Slater. Motion was seconded by Commissioner Singman; carried unanimously.

2. President Bennett said he thought it would be to the Town's advantage if a line of credit was established. He asked the Town Clerk to contact five or six banks to see what is available. With the financial situation the Town is in right now, should an emergency arise, he feels it would be good to have a backup available to the Town. Commissioner Slater made a motion to establish a line of credit for the Town. Motion was seconded by Commissioner Singman; carried unanimously.

Commissioner Singman asked if President Bennett had heard from Greenwood Trust Bank on the loan application. President Bennett reported the loan was approved June 9, 1997 for the seven year request.

3. Commissioner Slater made a motion to permit the spraying for mosquito control in our area by the Department of Natural Resources. Motion was seconded by Commissioner Sipple; carried unanimously.

4. Commissioner Singman said he had an invoice of \$35.00 where Chief Orr attended a Chief's meeting in Rehoboth.

5. Commissioner Dalton reported that a bill is before the legislature to address revenue sharing with the counties and municipalities within the State. This all stems from the City of Wilmington being in financial difficulty and needing help from the State. Senators and Representatives from Kent and Sussex County decided all counties and municipalities should share in the revenue sharing. The bill presented would give Sussex County \$2.5 million

dollars. Of that \$700,000.00 would be a grant to the municipalities and would be allotted per capita. Based on those numbers Bridgeville would be in line for receiving \$27,000.00. If that bill is approved, money would start becoming available in October of 1997 through quarterly payments. This bill is only in for one year.

Commissioner Dalton said in that proposal there is \$500,000.00 that is available for towns to apply for. Next year if the funding is available and Bridgeville needs upgrading of the library, a street project or some project within the Town, then the Town could apply for that grant. He explained it is very important for everyone to understand that before that meeting, SCAT showed up to represent the towns in the county. The money was going to have been distributed in a totally different way. Commissioner Dalton said he would bring in the paperwork to show what SCAT accomplished for the municipalities. Commissioner Dalton said SCAT is putting pressure on Governor Carper to approve the proposal as well as on the legislators to pass the bill. He said at the same time, action is being taken on increasing the municipal street aid.

President Bennett received a letter from the Delaware League of Governments claiming credit for the revenue sharing money distribution. Commissioner Dalton said they were in attendance at the meeting.

Representative Ben Ewing is one of the sponsors of the bill, and Senator Thurman Adams is in favor of that proposal. Commissioner Dalton said you won't find anyone in Sussex and Kent County who is not in favor of the proposal, and you won't find anybody in New Castle County who is in favor of it.

6. President Bennett received a letter from the Delaware League of Local Governments stating the Town's dues of \$550.00 are now due. Commissioner Dalton said the Town did not pay last year. The Commissioners decided to table the invoice until the next meeting.

7. President Bennett received a letter from the Community Map Company requesting to could print a map of the Town. It would cost the Town nothing. This company would get sponsorship from local businesses. The letter did ask if it could be possible to put Greenwood and Bridgeville together. Commissioner Slater made a motion to give permission to the Community Map Company to go ahead with the project. Motion was seconded by Commissioner Dalton; carried unanimously.

8. President Bennett received a maintenance contract from A.C. Schultes. He explained there is no cost to the Town, unless their services were needed on the wells. By having the contract, a repair cost will be at a cheaper rate. Commissioner Dalton made a motion to approve the contract for maintenance on the wells with A. C. Schultes.

Motion was seconded by Commissioner Slater, carried unanimously.

9. President Bennett received a notice pertaining to a training session concerning flood areas in Sussex County and our community. The session will explain how to apply for grants. The date is June 16, 1997.

10. Commissioner Singman reminded everyone of the Historical Society's Street Fair on July 19, 1997 on Williams Street. The rain date will be July 26, 1997.

VII. CITIZENS PRIVILEGE

1. Mrs. Mary Cina asked if the businesses in Town pay the same amount of taxes as residents do. Commissioner Dalton said their property tax rate is the same, but business owners do have to acquire a business license from the State, and they are taxed on their gross income.

Mrs. Pam Rizzo, a business owner, responded to Mrs. Cina. She said most businesses in Town were purchased in the last five or six years. When property is bought in Town now, it is assessed at the higher value, so more property tax is paid. Mrs. Rizzo said she feels all properties should have new assessments to really make the property tax on an even balance. She also said business owners in this Town are here because they want something for the Town, not because they are making large profits. Commissioner Singman said it is not the amount of tax money the Town is charging per hundred, it is the fact that Sussex County has not reassessed properties in this County since 1974.

Mrs. Cina stated that Chief Orr never wears his uniform. Mrs. Cina said she asked him last month about it. Chief Orr commented to her, "get out on the street". She told the Commission if he ever tried to stop her for a violation, she would not stop if he wasn't in uniform and wasn't using a marked police car!

2. Mr. Donald Kirby stated this Town would be in a real mess with no police and no businesses. He thinks we should leave well enough alone.

3. Ms. Pat Correll said she attended a workshop on the proposed State Wide Revenue Sharing. She asked if all the people that were annexed in September were going to be counted. Ms. Correll said the Commission needs to make sure the correct count is turned in to the State. Commissioner Dalton said he thought the count is now 1350.

4. Mr. Phillip Davis asked if lights could be installed on the playground at the school on Church Street. Commissioner Slater said he did not think lights should be installed on the playground. He said the kids should be home by dark, and lighting could cause a lot of problems.

President Bennett explained to Mr. Davis that the ECEC PTA is the group installing new equipment. Mr. Davis agreed with Commissioner Slater, but said the kids do not go home, they hang out on the streets.

5. Mrs. Rizzo thanked the Commission for their prompt attention to a trash situation she had with a neighbor. She asked if centralized trash pickup was still on the agenda. President Bennett said it is on the agenda, but no final decision has been made.

Commissioner Dalton said he has checked with several towns that have central trash pickup. He said Greenwood gets approximately \$30.00 a quarter. He said Bridgeville could increase it to \$40.00 per quarter and still save residents money from what they are paying now. Mrs. Rizzo stated business owners should be charged more. Commissioner Dalton said if the time comes, then bids should go out to all trash haulers. With that bid, it should state that hauler would give up any customers they already have in Town.

Commissioner Singman said the only two concerns the Commission had discussed: 1) It is another fee that will have to be charged to the residents and 2) It would have to be mandatory for everybody. President Bennett said he would discuss it with Mrs. Brenda Jones, Town Clerk at Greenwood.

Mrs. Rizzo asked if a cardboard recycle bin could be installed in Town. There is a cardboard bin at the Collection Center at Dublin Hill. President Bennett said he would check into it for Mrs. Rizzo.

6. Mr. Davis said he knows residents are not to open water meters. If a water problem arises after the Town's working hours, what is the proper procedure. Commissioner Dalton said he is the Water Commission and people can call him, and he will contact a Town employee to turn the water off. He said a Town employee is always on call for emergencies. Commissioner Singman stated if Commissioner Dalton cannot be located, residents can call him at home. Commissioner Dalton said a call to any Commissioner will get someone there to solve the problem.

VIII. EXECUTIVE SESSION

Commissioner Dalton made a motion to go into executive session at 8:25 P.M. Motion was carried unanimously. The Commissioners reconvened to regular session at 8:47 P.M.

Commissioner Singman stated the request from Georgetown Police Department for the hiring of an officer for the new position in Bridgeville is a \$3,300.00 payoff. Commissioner Singman made a motion to approach the Police Chief of Georgetown and request a deferred payment from the Town until money is available. If that is agreeable with Georgetown then he motioned to go ahead with the hiring of the new officer. Motion was seconded by Commissioner

Slater; carried unanimously. President Bennett asked Commission Singman to get a letter from Georgetown pertaining to said subject.

IX. ADJOURNMENT

Commissioner Slater made a motion to adjourn the meeting at 8:49 P.M. Seconded by Commissioner Singman; carried unanimously.

Respectfully Submitted,

Margaret W. Sipple

Margaret W. Sipple
Secretary

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

SPECIAL MEETING

COMMISSIONERS OF BRIDGEVILLE

JUNE 30, 1997 - 9:00 A.M.

TOWN HALL

- A. CALL TO ORDER
- B. QUORUM PRESENT
- C. EXECUTIVE SESSION
 - 1. Personnel
- D. BUSINESS RESULTING FROM EXECUTIVE SESSION

ROBERT J. BENNETT, PRESIDENT
COMMISSIONERS OF BRIDGEVILLE

MINUTES

COMMISSIONERS OF BRIDGEVILLE
SPECIAL MEETING -
JUNE 30, 1997 - 9:00 A.M.
TOWN HALL

I. CALL TO ORDER

The special meeting was called to order by President Robert Bennett at 9:00 A.M. Present: President Bennett, Commissioner Margaret Sipple, Commissioner Robert Slater, Commissioner Charles Singman, and Commissioner Jack Dalton. The meeting began with a salute to the flag.

II. EXECUTIVE SESSION

1. Commissioner Dalton made a motion to go into executive session at 9:08 A.M. Motion was seconded by Commissioner Singman; carried unanimously.

The Commissioners reconvened to regular session at 9:21 A.M.

Commissioner Singman summed up the discussion held in executive session on police department personnel and a letter he received June 25, 1997. Commissioner Singman made a motion to direct Mr. Dennis Schrader, Town Attorney, to write a letter to the Attorney General of the State of Delaware requesting any investigation the Chief of Police may request of her. If the Chief does not request the investigation, then the Commission will ask for an investigation concerning the police department per allocation charges set forth in a certified letter received by Commissioner Singman. Motion was seconded by Commissioner Dalton; carried unanimously.

Commissioner Singman said as discussed, with the limited capability of the police department, both manpower and vehicular, he is issuing a letter to the Chief of Police to follow certain directives. (See attached letter). Commissioner Singman said he took these steps in accordance with the Town Code and also with the personnel policy manual which does not specifically exempt the Chief of Police from the specific requirements.

President Bennett said on Page 2, Article II, it states the policy governs all employees of all departments of the Town. Appropriate personnel records shall be kept as indicated in the Town Policy and stay in the Town Treasurer's Office.

Commissioner Singman made a motion to post the letter to the Chief of Police as of June 30, 1997. Motion was

seconded by Commissioner Dalton. The vote was 4 to 1 with Commissioner Slater voting no.

President Bennett asked if the Chief was on call at any time. Commissioner Singman said the Chief is on call. He stated most Chiefs of Police use their private cars to go to work. Commissioner Singman stated the Chief does live out-of-town. If he should receive a call, it is no problem for him to go immediately to the police station to get the Town's vehicle. Commissioner Singman stated, as an explanation after the vote, he believed Chief Orr to have said that he has put over 60,000 miles on that police car in a year and a half. The Chief also said it needs new brakes, new tires, as well as other items due to the wear and tear on the vehicle. Commissioner Singman said he has seen the Chief using the car on weekends for personal use. He stated that is not what that vehicle was purchased for. He said with the situation with the police vehicles right now, the Town cannot afford to purchase a new vehicle.

Commissioner Singman said after looking at the police duty roster, he believes the Town is not using the reserve list of officers effectively.

III. NEW BUSINESS

1. Commissioner Slater said he had discussed the EDU's for Gateway Plaza with Mr. Schrader and Mr. Hans Medlarz. He said both men agreed \$1500.00 EDU's seemed high. Mr. Schrader suggested a decreasing system: like the first six would be \$1500.00, the next six \$1200.00, next six \$900.00 (just an example). Commissioner Slater said that still would not help. He said someone is interested in a hookup but feels the cost is too high. Commissioner Dalton asked what it would take to bring it in line with the rest of the Town. Commissioner Slater stated everyone else pays \$900.00 EDU's or \$3.00 a gallon, same as industrial use. He said they need to get an ordinance written in order to have the first reading at the July meeting. Commissioner Slater said it would give Mr. Jim Tennefoss, owner of Jimmy's Grille, a credit on four or five EDU's if made retroactive. Commissioner Dalton said the change should be made effective immediately and not be made retroactive. After much discussion the Commissioners agreed for Commissioner Slater to contact Mr. Schrader to write a new ordinance changing the charge from \$1500.00 to \$900.00. The first and second reading will have to be posted and read before a vote can be taken.

It was noted by Commissioner Dalton that Mr. Tennefoss donated the walk-in freezer to the Boys and Girls Club of Western Sussex County. Commissioner Slater noted Mr. Tennefoss donated all the dinners held by the Bridgeville Historical Society.

2. President Bennett discussed a clause from the Town Code pertaining to new businesses in Town being exempt from

Town taxes for 10 years. The Town Clerk had mentioned to President Bennett that Pet Poultry's new facility is now in operation. She was wondering if they should receive a tax bill. After much discussion, President Bennett said he would tell the Town Clerk to mail the taxes to Pet Poultry.

3..Commissioner Singman congratulated Street Commissioner Sipple for getting the new flag pole installed before the Fourth of July. He also asked Commissioner Sipple if she would get a letter off to the owner of 107 Main Street to have their lawn mowed.

IV. ADJOURNMENT

Commissioner Singman made a motion to adjourn at 9:33 A.M. Motion was seconded by Commissioner Dalton; carried unanimously.

Respectfully Submitted,

Margaret W. Sipple

Margaret W. Sipple
Secretary

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

COPY

Commissioner of Police
Town Hall
Bridgeville, Delaware
30 June 1997

Chief of Police
Town of Bridgeville
Bridgeville, DE 19933
Att'n: Chief Handley Orr

Dear Chief Orr:

As a result of the inability of the Town of Bridgeville to fill the vacancy in the Bridgeville Police Department and the inability of the Town to repair existing vehicular assets; the following Directive is hereby issued, with the approval of the majority of the Commissioners of Bridgeville. This Directive will take effect at 00:01 O'Clock, 1 July 1997 and will remain in effect until further notice.

You are hereby directed to effect the following:

1. While on Duty as Chief of Police, you are hereby directed to wear the prescribed Police uniform of the Town of Bridgeville.
2. You are hereby directed, that in conjunction with your administrative duties, you are to perform patrol and other Law enforcement duties, a minimum of four regular duty hours per day, within the Limits of the Town of Bridgeville.
3. You are hereby directed to cease the use of the Town Patrol Car for personal use. The unmarked patrol car shall remain at the Police Department Headquarters building and available for use by any on-duty police Officer. You are further directed to use your own privately owned vehicle for going to and returning from your residence, as is the policy for all other police officers of the Town of Bridgeville.
4. You are hereby directed that all leave, other than sick, must be requested in advance of the actual date of said leave, and approved by the Commissioner of Police or, in his absence, the President of the Commission.

5. All other duties, not directly related to the enforcement of laws within the boundaries of the Town of Bridgeville and Administration of the Police Department of the Town of Bridgeville must be approved by the Commissioners of Police, or in his absence, the President of the Commission.
6. Finally, in order to assess the impact of the staff shortages on the Police Department, you are hereby directed to provide to the Commissioner of Police, a copy to the actual date of patrol period.

These Directives are taken in accordance with the provisions of the Code of the Town of Bridgeville, the Manual for Personnel of Commissioner of Police of the Town of Bridgeville.

Sincerely,



Charles R. Singman
Commissioner of Police
Town Commissioners
Town of Bridgeville

Commissioners
Town of Bridgeville

Approved: Margaret W. Sipple Date: 6/30/97
Secretary

Received: _____ Date: _____

Handley Orr
Chief of Police
Bridgeville, Delaware

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

ACCOUNTS PAYABLE FOR APPROVAL

MEETING JUNE 9, 1997

General Fund (01) \$ 2,267.58

Police Fund (02) 7,908.20

Sewer Fund (03) 14,731.86

Water Fund (04) 14,762.38

Municipal (05)
Street Aid Fund 2,092.32

SALLE DRUG (06) 58.44

TOTAL AMOUNT TO BE APPROVED \$ 41,820.78

Estimated P/R's: 6/12, 6/19, 6/26 \$12,000.00

Estimated P/R Taxes: 6/12, 6/18, 6/25 4,500.00

Pension Due 6/30/97 14,000.00

TOTAL \$ 72,320.78

06/09/97
AM: 10:37 AM

Town of Bridgeville
Accounts Payable
Open Invoice Report

PAGE 1

** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE			DISCOUNT			PAY	COMMENT
		AMOUNT	DATE	DUUE DATE	AMOUNT	DATE	PAYMENTS		
APP050 APPLIED CONCEPTS, INC.									
20958	06/06/97	2,295.00	03/26/97	04/25/97	0.00	/ /	0.00	2,295.00	NO SUS.CTY CNS
G/L DIST: 424002 Vehicle Expenses Police-G		2,295.00							
		2,295.00			0.00		0.00	2,295.00	
ATT350 AT&T									
5/18/97 STMT	06/05/97	36.75	05/18/97	06/17/97	0.00	/ /	0.00	36.75	NO
G/L DIST: 422501 Util-Telephone - General		5.76							
422502 Util-Telephone - Police		7.09							
422503 Util-Telephone - Waste/Sw		23.90							
		36.75			0.00		0.00	36.75	
BAL200 BALTIMORE TRUST CO.									
6/6/97 PETTY CASH REIMB	06/06/97	126.00	06/06/97	07/06/97	0.00	/ /	0.00	126.00	NO 50 CERT LTR
G/L DIST: 414702 Office Supplies - Police		126.00							
		126.00			0.00		0.00	126.00	
BEL100 BELL ATLANTIC - DE									
5/18/97 STMT	06/05/97	478.34	05/18/97	06/17/97	0.00	/ /	0.00	478.34	NO
G/L DIST: 422501 Util-Telephone - General		147.77							
422502 Util-Telephone - Police		177.43							
422503 Util-Telephone - Waste/Sw		153.14							
6/1/97 STMT	06/09/97	44.36	06/01/97	07/01/97	0.00	/ /	0.00	44.36	NO
G/L DIST: 411203 Gateway Plaza-Misc. Exp.		44.36							
		522.70			0.00		0.00	522.70	
BRO100 BROWNING-FERRIS IND.									
970500-0044586 (PART 1)	06/09/97	95.00	06/01/97	07/01/97	0.00	/ /	0.00	95.00	NO

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** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE				
G/L DIST: 413503 Maintenance - Waste/Sewer		95.00							
DAV100 DAVIS, BOWEN & FRIEDEL		95.00		0.00		0.00	95.00		
25659 06/05/97 95.00 05/05/97 06/04/97				0.00	/ /	0.00	95.00	NO	NPDES PERMI
G/L DIST: 411003 Engineering Fees-Waste/SW		95.00							
25660 06/05/97 866.75 05/05/97 06/04/97				0.00	/ /	0.00	866.75	NO	PRETREATMEN
G/L DIST: 411003 Engineering Fees-Waste/SW		866.75							
DAV200 RALPH E. DAVIS, INC.		961.75		0.00		0.00	961.75		
5/29/97--68607004 06/05/97 250.00 05/29/97 06/28/97				0.00	/ /	0.00	250.00	NO	TREAS. BOND
G/L DIST: 412001 Insurance General Fund		250.00							
63606374 6/3/97 06/06/97 150.00 06/03/97 07/03/97				0.00	/ /	0.00	150.00	NO	PENSN BOND-
G/L DIST: 412001 Insurance General Fund		150.00							
DEL400 DE SOLID WASTE AUTHORITY		400.00		0.00		0.00	400.00		
021286 (PART 1) 06/09/97 358.70 05/31/97 06/30/97				0.00	/ /	0.00	358.70	NO	
G/L DIST: 413503 Maintenance - Waste/Sewer		358.70							
DEL800 DELMARVA POWER & LIGHT		358.70		0.00		0.00	358.70		
3-85-13822-7-1 6/4/97 06/06/97 27.12 06/04/97 07/04/97				0.00	/ /	0.00	27.12	NO	
G/L DIST: 411203 Gateway Plaza-Misc. Exp.		27.12							
3-85-13002-6-0 6/5/97 06/09/97 160.29 06/05/97 07/05/97				0.00	/ /	0.00	160.29	NO	

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** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE				
G/L DIST: 422001 Util-Electric - General			160.29						
3-85-13205-5-1	6/5/97	06/09/97	62.69	06/05/97	07/05/97	0.00	/ /	0.00	62.69 NO
G/L DIST: 422002 Util-Electric - Police			62.69						
3-85-12406-0-0	6/5/97	06/09/97	9.35	06/05/97	07/05/97	0.00	/ /	0.00	9.35 NO
G/L DIST: 422003 Util-Electric - Waste/Sw			9.35						
		259.45			0.00		0.00		259.45
DEL850 DELMARVA TWO-WAY RADIO									
105114		05/07/97	2,519.00	03/26/97	04/05/97	0.00	/ /	0.00	2,519.00 NO REIMB. FROM
G/L DIST: 424002 Vehicle Expenses Police-G			2,519.00						
		2,519.00			0.00		0.00		2,519.00
DOV200 DOVER RADIO PAGE									
6/1/97 STMT		06/06/97	73.95	06/01/97	07/01/97	0.00	/ /	0.00	73.95 NO PAGING SERV
G/L DIST: 422502 Util-Telephone - Police			16.00						
G/L DIST: 422503 Util-Telephone - Waste/Sw			57.95						
		73.95			0.00		0.00		73.95
EAS100 EASTERN SPRINGS WATER CO.									
2713 5/31/97		06/06/97	42.65	05/31/97	06/30/97	0.00	/ /	0.00	42.65 NO
G/L DIST: 414702 Office Supplies - Police			42.65						
4574 5/31/97		06/06/97	12.95	05/31/97	06/30/97	0.00	/ /	0.00	12.95 NO
G/L DIST: 414703 Office Supplies - Waste/Sw			12.95						
4817 5/31/97		06/06/97	17.45	05/31/97	06/30/97	0.00	/ /	0.00	17.45 NO
G/L DIST: 414701 Office Supplies - General			17.45						
		73.05			0.00		0.00		73.05

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** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE			DISCOUNT			NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	DUUE DATE	AMOUNT	DATE	PAYMENTS			
FOR100 FORD MOTOR CREDIT										
PYMT #19	06/06/97	578.23	06/01/97	07/01/97	0.00	/ /	0.00	578.23	NO	
G/L DIST: 403002 Debt Service - Police		578.23								
		578.23			0.00		0.00	578.23		
GRA200 GRAVES UNIFORMS										
22004	06/05/97	24.00	05/14/97	06/13/97	0.00	/ /	0.00	24.00	NO	2 CITATION
G/L DIST: 414002 Miscellaneous Exp.-Police		24.00								
		24.00			0.00		0.00	24.00		
HAC100 HACH COMPANY										
724968	06/09/97	72.25	06/03/97	07/03/97	0.00	/ /	0.00	72.25	NO	
G/L DIST: 411503 Testing Fees-Waste/Sewer		72.25								
		72.25			0.00		0.00	72.25		
HOM100 HOMESTEAD FRAMING										
PION AWARD FRAMES	06/05/97	75.86	05/22/97	06/21/97	0.00	/ /	0.00	75.86	NO	OK - BOB BE
G/L DIST: 414002 Miscellaneous Exp.-Police		75.86								
		75.86			0.00		0.00	75.86		
IND100 INDEPENDENT NEWSPAPERS										
5/31/97 STMT	06/05/97	4.81	05/31/97	06/30/97	0.00	/ /	0.00	4.81	NO	FINANCE CHR
G/L DIST: 400101 Advertising Exp - General		1.21								
400102 Advertising Exp - Police		1.20								
400103 Advertising Exp -Waste/Sw		1.20								
400104 Advertising Exp - Water		1.20								
		4.81			0.00		0.00	4.81		

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** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE				
INS100 THE INSURANCE MARKET									
32100	06/05/97	1,503.00	05/12/97	06/11/97	0.00	/ /	0.00	1,503.00	NO 3RD INSTALL
G/L DIST:	412001 Insurance General Fund		38.00						
	412002 Insurance Police-General		1,018.00						
	412003 Insurance Waste Water Tre		447.00						
		1,503.00			0.00		0.00	1,503.00	
KOZ100 GARY A. KOZORA									
1529	06/05/97	385.00	05/09/97	06/08/97	0.00	/ /	0.00	385.00	NO TAX PROGRAM
G/L DIST:	414701 Office Supplies - General		192.50						
	414702 Office Supplies - Police		192.50						
		385.00			0.00		0.00	385.00	
LOM100 LO-MAR OFFICE SUPPLIES									
21280	06/05/97	5.95	05/14/97	06/13/97	0.00	/ /	0.00	5.95	NO 2X8 PANEL-J
G/L DIST:	414501 Town Hall Expenses Genera		5.95						
	414501 Town Hall Expenses Genera		6.00						
	414002 Miscellaneous Exp.-Police		6.00						
	414003 Miscellaneous Exp.-Waste		6.00						
	414004 Miscellaneous Exp.-Water		5.98						
		29.93			0.00		0.00	29.93	
MET100 METROCALL									
08154453	06/06/97	33.20	06/01/97	07/01/97	0.00	/ /	0.00	33.20	NO
G/L DIST:	422502 Util-Telephone - Police		33.20						
		33.20			0.00		0.00	33.20	

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** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE				
ONE100 ONE CALL CONCEPTS, INC.									
7046058	06/05/97	15.51	04/30/97	05/30/97	0.00	/ /	0.00	15.51	NO
G/L DIST:	422603 Miss Utility Locates-Sewr	7.76							
	422604 Miss Utility Locates-Watr	7.75							
7056057	06/09/97	12.69	05/31/97	06/30/97	0.00	/ /	0.00	12.69	NO
G/L DIST:	422603 Miss Utility Locates-Sewr	6.35							
	422604 Miss Utility Locates-Watr	6.34							
		28.20			0.00		0.00	28.20	
PBC100 PBCC									
1705095-MY97	06/06/97	110.82	05/24/97	06/23/97	0.00	/ /	0.00	110.82	NO 6/10-9/10/9
G/L DIST:	414701 Office Supplies - General	36.94							
	414703 Office Supplies -Waste/SW	36.94							
	414704 Office Supplies - Water	36.94							
		110.82			0.00		0.00	110.82	
I 10 PENINSULA DRY CLEANERS									
26110	06/05/97	6.00	04/11/97	05/11/97	0.00	/ /	0.00	6.00	NO CLEANING -
G/L DIST:	421502 Uniform Exp - Police	6.00							
		6.00			0.00		0.00	6.00	
PEN200 PENINSULA OIL CO.									
5/28/97 STMT	06/05/97	303.09	05/28/97	06/27/97	0.00	/ /	0.00	303.09	NO
G/L DIST:	424002 Vehicle Expenses Police-G	253.10							
	424003 Vehicle Expenses-Waste/SW	33.42							
	424004 Vehicle Expenses-Water	16.57							
		303.09			0.00		0.00	303.09	

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** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE				
PIT100 PITNEY BOWES									
21002027-6/1/97 POSTAGE	06/06/97	500.00	06/01/97	07/01/97	0.00	/ /	0.00	500.00	NO
G/L DIST: 414702 Office Supplies - Police		125.00							
414701 Office Supplies - General		125.00							
414703 Office Supplies -Waste/Sw		125.00							
414704 Office Supplies - Water		125.00							
		500.00			0.00		0.00	500.00	
PRI100 PRINTECH, INC.									
15548-26	06/05/97	308.16	05/14/97	06/13/97	0.00	/ /	0.00	308.16	NO QTY-3200--A
G/L DIST: 419502 Supplies - Police		308.16							
		308.16			0.00		0.00	308.16	
RUR100 RURAL ECONOMIC &COMMUNITY									
91-03 LOAN DUE 6/25/97	06/06/97	15,376.00	06/01/97	07/01/97	0.00	/ /	0.00	15,376.00	NO
G/L DIST: 405003 Debt Service-Int. & Fees		12,025.00							
405004 Debt Service-Int. & Fees		3,351.00							
91-05 LOAN DUE 6/25/97	06/06/97	11,202.00	06/01/97	07/01/97	0.00	/ /	0.00	11,202.00	NO
G/L DIST: 405004 Debt Service-Int. & Fees		11,202.00							
		26,578.00			0.00		0.00	26,578.00	
SHA200 SHARP ENERGY, INC.									
5/31/97 STMT	06/06/97	13.95	05/31/97	06/30/97	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	
STA400 STATE OF DELAWARE									
FORM W-1 TAXES--MAY '97	06/05/97	1,081.71	05/31/97	06/30/97	0.00	/ /	0.00	1,081.71	NO

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** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE					
G/L DIST: 208001 Accrued Payroll Taxes		1,081.71								
UNI100 UNIFIRST		1,081.71		0.00			0.00	1,081.71		
3135847	06/05/97	20.10	05/09/97 06/08/97	0.00	/ /		0.00	20.10	NO	
G/L DIST: 414702 Office Supplies - Police		20.10								
3135848	06/05/97	21.40	05/09/97 06/08/97	0.00	/ /		0.00	21.40	NO	
G/L DIST: 414701 Office Supplies - General		21.40								
3135857	06/05/97	29.35	05/09/97 06/08/97	0.00	/ /		0.00	29.35	NO	
G/L DIST: 414703 Office Supplies -Waste/Sw		29.35								
VWR100 VWR SCIENTIFIC		70.85		0.00			0.00	70.85		
24214930	06/05/97	149.82	05/15/97 06/14/97	0.00	/ /		0.00	149.82	NO	
G/L DIST: 411503 Testing Fees-Waste/Sewer		149.82								
WIL100 LEON WILLING		149.82		0.00			0.00	149.82		
05/20/97 STMT	06/05/97	18.00	05/20/97 06/19/97	0.00	/ /		0.00	18.00	NO	MAY '97 TRA
G/L DIST: 413502 Maintenance - Police		18.00								
5/20/97 STMT	06/05/97	18.00	05/20/97 06/19/97	0.00	/ /		0.00	18.00	NO	MAY '97 TRA
G/L DIST: 413501 Maintenance - General		18.00								
YOU100 YOUNG & REVEL		36.00		0.00			0.00	36.00		
226564	06/06/97	31.79	06/03/97 07/03/97	0.00	/ /		0.00	31.79	NO	1CS-COPY PA

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Town of Bridgeville
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** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE					
G/L DIST: 414701 Office Supplies - General		9.60								
414702 Office Supplies - Police		2.99								
414703 Office Supplies -Waste/Sw		9.60								
414704 Office Supplies - Water		9.60								
		31.79		0.00			0.00	31.79		
ZEE100 ZEE MEDICAL SERVICE										
77154291	06/05/97	24.00	05/15/97	05/25/97	0.00	/ /	0.00	24.00	NO 2 - MARIGOL	
G/L DIST: 419503 Supplies - Waste/Sewer		24.00								
		24.00		0.00			0.00	24.00		
GRAND TOTALS		39,670.02		0.00			0.00	39,670.02		
TOTAL OPEN INVOICES	49									

TOTALS BY GL ACCOUNT:

ACCT #	ACCOUNT TITLE	AMOUNT
208001	Accrued Payroll Taxes	1,081.71
400101	Advertising Exp - General	1.21
400102	Advertising Exp - Police	1.20
400103	Advertising Exp -Waste/Sw	1.20
400104	Advertising Exp - Water	1.20
403002	Debt Service - Police	578.23
405003	Debt Service-Int. & Fees	12,025.00
405004	Debt Service-Int. & Fees	14,553.00
411003	Engineering Fees-Waste/SW	961.75
411103	Equip Rental - Waste/Sw	13.95
411203	Gateway Plaza-Misc. Exp.	71.48
411503	Testing Fees-Waste/Sewer	222.07

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** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	AMOUNT	DATE					
412001 Insurance General Fund		438.00								
412002 Insurance Police-General		1,018.00								
412003 Insurance Waste Water Tre		447.00								
413501 Maintenance - General		18.00								
413502 Maintenance - Police		18.00								
413503 Maintenance - Waste/Sewer		453.70								
414002 Miscellaneous Exp.-Police		105.86								
414003 Miscellaneous Exp.-Waste		6.00								
414004 Miscellaneous Exp.-Water		5.98								
414501 Town Hall Expenses Genera		11.95								
414701 Office Supplies - General		402.89								
414702 Office Supplies - Police		509.24								
414703 Office Supplies -Waste/Sw		213.84								
414704 Office Supplies - Water		171.54								
419502 Supplies - Police		308.16								
419503 Supplies - Waste/Sewer		24.00								
421502 Uniform Exp - Police		6.00								
422001 Util-Electric - General		160.29								
422002 Util-Electric - Police		62.69								
422003 Util-Electric - Waste/Sw		9.35								
422501 Util-Telephone - General		153.53								
422502 Util-Telephone - Police		233.72								
422503 Util-Telephone - Waste/Sw		234.99								
422603 Miss Utility Locates-Sewr		14.11								
422604 Miss Utility Locates-Watr		14.09								
424002 Vehicle Expenses Police-G		5,067.10								
424003 Vehicle Expenses-Waste/SW		33.42								
424004 Vehicle Expenses-Water		16.57								

*** End of Open Invoice Report ***

6/6/97 28,181.99 +
10,672.70 +

002

BILLS TO DATE REC'D 38,854.69 *

38,854.69 =

3-P/R'S → 12,000.00 +

3-P/R → 4,500.00 +

003 TAXES

55,354.69 ✓

ELEC. → 4,000.00 =

GAS → 1,500.00 =

005

60,854.69 ✓

PENSION → 14,000.00 +

006

74,854.69 =

TO BE

PAID BY 6/30/97

GEN'L CKING 7,174.68 +

GEN'L SAVGS 18,799.91 +

002

25,974.59 ✓

SWR SAVGS. 2,424.65 +

WTR " 1,333.04 +

004

SPENDABLE 29,732.28 =

DOLLARS AS OF

6/6/97

29,732.28 +

74,854.69 -

002

WILL NEED 45,122.41 -
BY

5 OF 6/9/97

GEN'L CKING 13,233.67 +

GEN'L SAVGS 18,799.91 +

002

32,033.58 ✓

SWR SAVGS 2,424.65 +

WTR SAVGS 1,333.04 +

004

35,791.27 *

SPENDABLE DOLLARS
AS OF 6/9/97

2,267.58 +

7,908.20 +

14,731.86 +

14,762.58 +

004
BILLS TO DATE REC'D
39,670.02 ✓

3-P/R'S 12,000.00 +

3-P/R TAXES 4,500.00 +

PENSION 14,000.00 +

GAS 1,500.00 +

ELECTRIC 3,800.00 +

009

TO BE 75,470.02 *
PAID BY 6/30/97

35,791.27 +

75,470.02 -

002

39,678.75 -

WILL NEED
BY 6/30/97

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Town of Bridgeville

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Balance Sheet
AS OF 05/31/97

ASSETS

Cash-General Fund	1,766.91
Cash-Municipal St. Aid	2,101.09
Cash-SALLEE Fund-Drug	2,014.25
Cash-Money Purchase Pens.	5.00
Cash-Interim Financing	6,276.48
Cash-Apple/Scapple	4,705.29
Savings-General Fund	18,799.91
Savings-Waste/Sewer	2,424.65
Savings-Water	1,333.04
Savings-Municipal St. Aid	6,366.43
Savings-Police Pension	1,383.02
Sinking-Waste/Sewer	24,318.48
CD-Municipal Street Aid	200,000.00
A/R - Property Taxes	12,675.86
A/R - Sewer Rent	15,720.51
A/R - Water Rent	5,345.99
A/R - Penalties-Prop. Tax	1,916.40
A/R - Water Meter Rent	4,846.30
A/R - Penalties - W,S,M	82.84
Amt. To Be Provided-Abs.	2,405,960.98
Property and Equipment	8,533,710.56

TOTAL ASSETS 11,251,753.99

LIABILITIES AND EQUITY

Accounts Payable	10,672.70
Accrued Payroll Taxes	1,930.44
Accrued Vacation	10,296.94
Accrued Wages	4,830.18
Accrued P/R Tax-Salle Drg	151.35-
N/P -Line of Credit-Gen'l	150,000.00

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Town of Bridgeville

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Balance Sheet
AS OF 05/31/97

N/P - Police	17,311.56
N/P - Interim Financing	1,907,146.61
Compensated Absences	32,281.71
General Obligation Bonds	449,221.10
Investment-General Assets	8,533,710.56
General Fund-Fund Balance	17,086.00
MSA Fund-Fund Balance	33,898.00
SALLE Fund-Fund Balance	4,647.00
Interim Finan.-Fund Bal.	80,497.88-
Retained Earnings	205,698.38
Current Earnings	46,327.96~
<hr/>	
TOTAL LIAB. & EQUITY	11,251,753.99
<hr/>	

BRIDGEVILLE POLICE DEPARTMENT

**MONTHLY REPORT
MAY 1997**

COMPLAINT SYNOPSIS

TYPE OF COMPLAINT	MONTH	PREVIOUS YEAR	YEAR TO DATE
BURGLARY	0	5	12
THEFT	1	2	23
ASSAULT	2	6	16
DOMESTIC DISPUTES	5	6	26
CRIMINAL MISCHIEF	3	5	19
DRUG	0	3	4
SEX CRIMES	1	0	2
SUICIDE	0	0	0
ALARMS	11	5	37
DISORDERLY CONDUCT	7	9	30
PUBLIC RELATIONS	5	2	19
AUTO THEFT	0	0	0
HARRASSMENT	2	0	7
KIDNAPPING	0	0	0
MISSING PERSON	0	0	2
PREVENT B. OF P.	2	3	10
SUSPICIOUS PERSON	2	2	9
THREATEN BODILY HARM	0	2	5
D.O.A.	0	0	1
MURDER	0	0	0
CRIMINAL ARRESTS	4	14	65
PUBLIC ASSIST	7	6	33
ASSIST OTHER DEPT.	13	12	78
OTHER	8	21	82
TOTAL	73	103	480

TRAFFIC INVESTIGATIONS

<u>TYPE OF INVESTIGATION</u>	<u>MONTH</u>	<u>PREVIOUS YEAR TO DATE</u>	<u>YEAR TO DATE</u>
TRAFFIC ARREST	128	270	1,110
D.U.I.	0	0	3
VEHICLES TAGGED	0	6	2
VEHICLES TOWED	1	5	10
PARKING VIOLATIONS	0	4	3
TOTAL	129	285	1,128

ACCIDENT INVESTIGATION

<u>TYPE OF ACCIDENT</u>	<u>MONTH</u>	<u>PREVIOUS YEAR TO DATE</u>	<u>YEAR TO DATE</u>
PROPERTY DAMAGE	2	5	18
PERSONAL INJURY	1	0	4
FATAL ACCIDENTS	0	0	0
INDUSTRIAL	0	0	0
TOTAL	3	5	22

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>
<u>TOTAL MILEAGE</u>	4,539	6,158	22,124
<u>FUEL</u>	252 GAL.	426 GAL.	1,864
<u>MAINTENANCE</u>	0	\$ 1,992.48	\$ 1,121.97

**MONTHLY
COMPLAINT ACTIVITY**

May 1, Public assist: Officer responded to 207 Elizabeth Landing to check on the welfare of a subject.

May 2, Public assist: Officer responded to Cannon cold storage to help female gain entry to her vehicle.

May 2, 10-10 PD: Traffic accident investigated on Edgewood Street.

May 3, Alarm: Officer responded to false burglar alarm at Jeff's Tap room.

May 3, Disorderly Conduct: Officer responded to 50 Laverty Lane of a complaint of loud music.

May 3, Disorderly Conduct: Officer responded to 39 Laverty Lane to stop a possible fight.

May 4, Suspicious Vehicle: Report of a vehicle parked on Cherry Alley, vehicle was G.O.A.

May 4, Harassment: 105 Canterbury Apts. ex-boy friend dispute, arrest warrants signed.

May 4, 10-10 PI: Vehicle vs. bike on Church Street in front of ECEC school.

May 4, Assist other agency: Officer assisted State Police in locating a wanted person.

May 4, Assist other agency: Officer assisted State Police on a burglar alarm at Harth and Home.

May 5, Traffic: Officer directed traffic at railroad crossing due to broken stop arms.

May 5, Suspicious Person: Officer responded to a complaint of a suspicious person at the Shore Stop.

May 6, Disorderly Conduct: Several male subjects standing on at intersection of Church and Vine Sts. causing alarm. Subjects dispersed by officer.

May 7, Burglar Alarm: Officer responded to false alarm at Craft's Market.

May 7, Burglar Alarm: Officer responded to a second false alarm at Craft's Market.

May 8, Assault: Domestic dispute 4 Laverty Lane, suspect assaulted victim and caused damage to apartment. Officer signed arrest warrants.

May 9, Disturbance: Officer responded to 204 Elizabeth Landing, to a possible fight.

May 9, Public Assist: 100 Laws Street, female needed help with locked keys in vehicle.

May 9, Criminal Mischief: Parking lot Jeff's Tap room, unknown subject damaged victim's vehicle.

May 10, Disorderly Conduct: Several subjects standing on corner of First and Cannon Sts.

May 10, Assist other agency: Officer assisted State Police with a traffic stop on Rt.13.

May 11, Public Assist: Officer directed traffic at Market and Laws Sts.

May 11, Public Assist: Officer assisted motorist on Rt. 404 at the branch.

May 12, Assist other agency: Officer responded to a request by State Police to check 408 Cedar St. for a wanted person.

May 12, Assist other agency: Officer was requested to assist State Police on a fight at Rt. 404 and Rd.30.

May 12, Suspicious Person: Officer responded to 301 Second St. to check a suspicious person.

May 12, Disorderly Conduct: 48 Laverty Lane, loud music.

May 12, Disorderly Conduct: Large crowd reported at Church and Cannon Sts. Subjects dispersed by officer.

May 12, Harassment: 219 Elizabeth Landing, victim was receiving phone calls. Warrants pending.

May 13, Bank Alarm: Officer responded to a false alarm at the Baltimore Trust Bank.

May 14, Disorderly Subjects: Officer dispersed several subjects from the corner of Church and Vine Sts.

May 14, Misc. Investigation: ECEC school, Church St.

May 14, Bank Alarm: Officer responded to a false alarm.

May 14, Assist other agency: State Police requested assistance on Cty Rds. 566 and 562.

May 15, Assist other agency: State Police requested assistance on Rt. 13.

May 15, Disorderly Conduct: Officer responded to a report of loud noises at 205 Delaware ave.

May 15, Assist other agency: Officer requested by Greenwood P.D. to assist with a fight on Market St.

May 16, Burglar Alarm: Officer responded to a false alarm at Workman's Market.

May 16, Domestic Dispute: 305 Cedar Street, officer responded to keep the peace.

May 16, Rape: Officer responded to 315 Walnut St. to investigate a rape and assualt. Warrants signed, suspect in custody.

May 16, Assist other agency: Probation and parole requested assistance on West Market St.

May 16, Burglar Alarm: Officer responded to ECEC School for a false alarm.

May 16, Domestic Dispute: Officer responded to 25 Laverty Lane for a fight. Arrest Warrants pending.

May 17, Disorderly conduct: Officer dispersed subjects at the corner of Church and Cannon Sts.

May 18, Public Assist: Officer assisted motorist West Market St., vehicle over heated.

May 18, Traffic Complaint: Report of a speeding pick-up on Cherry Alley.

May 18, Assist other agency: State Police requested assistance on a vehicle fire Rt.13 and 404.

May 18, Theft: 118 N. Main St. Unknown subject removed victims bike from front porch.

May 21, Bank Alarm: Officer responded to a false alarm at the Baltimore Trust Co.

May 21, Public Assist: Officer directed traffic at Delaware and Main Sts. for a funeral.

May 23, Public Assist: Officer directed traffic at S. Main and Edgewood Sts. for school buses.

May, 24, Public Assist: Officer directed traffic at S. Main and Delaware Ave for a funeral.

May 24, Burglar Alarm: Officer responded to a false alarm at the ECEC School.

May 24, Unknown Problem: Officer responded to Laverty Lane parking lot, subjects were G.O.A.

May 24, Disorderly Conduct: Officer responded to a report of loud music at 308 Market St.

May 24, Domestic Dispute: Officer responded to 100 N. Cannon St. to keep the peace.

May 24, Large Crowd: Officer dispersed 5 subjects in front of 29 Church St.

May 25, Burglar Alarm: Officer responded to a false alarm at 302 Delaware Ave.

May 25, Unknown Problem: Laverty Lane parking lot, subjects were gone upon Officers arrival.

May 26, Traffic Violation: Report of a drunk driver in the area of S. Main St,

May 27, Criminal Mischief: Unknown subject scratched vehicle at 311 Delaware Ave.

May 28, Domestic Assault: Victim was assaulted by boy friend at 4 Laverty Lane. Subject was arrested.

May 29, 10-10 PD: Officer investigated a two car accident at Rt.13 and Laverty Lane.

May 30, Barking Dog: Report of a dog barking all hours at 207 Market St. owner contacted.

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May 30, Public Assist: Officer directed traffic at S. Main and Delaware Ave for a funeral.

May 30, Domestic Dispute: Officer responded to a domestic were the boy friend broke several windows at 4 Laverty Lane. Subject was arrested.

May 30, Public Assist: Officer directed traffic for the school buses at S. Main and Edgewood Sts.

May 30, Check Welfare: 4 Laverty Lane, Officer checked resident to be OK.

May 31, Alarm: Officer was called to a water alarm at town hall.

May 31, Fire: Officer was dispatched to a fire at 410 Laws Street.

May 31, Public Assist: Officer was dispatched to 102 Canterbury Apt. reference to no water.

May 31, Open Door: While on patrol officer found the rear door of the ECEC school open.

May 31, Fight: Officer responded to a fight at 104 Edgewood St., subjects were gone.

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

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

Average Daily Flow: .176 mg/d
Total Monthly Flow: 5.455 MG
Maximum Daily Flow: .276 mg/d

N.P.D.E.S. Violations

NO VIOLATIONS

Septic Haulers Report

Number of Haulers: 2
Total Gallons Dumped: 127,300 gals.
Total Revenue Received: \$4455.50

On Going Projects

1. Sludge Disposal: Still stockpiling sludge. Phillip has been in contact with Clean Delaware Inc., trying to negotiate a lower price for land application of our sludge.
2. PPP: Comm. Slater and W.W.T.P. personnel toured and inspected the new Cannon Cold Storage facility on May 22, 1997. Some permit deficiencies were observed. Mr. Bill Sietze was made aware of these permit violations via a letter from Annie Williams of DBF. Mr. Sietze is currently working to rectify those violations.
3. W.W.T.P. Upgrade: A Progress meeting was held on June 6, 1997 at the Town Hall. Next meeting will be Fri. July 11 at 9 A.M. Septic haulers have started using the new septage receiving station on a limited basis.

NEW PROJECTS

1. Sludge dewatering: The W.W.T.P. has been experiencing a continual increase of sludge production, coupled with the inability of the sand drying beds to keep up with the volume of sludge to be dewatered. In the past, W.W.T.P. personnel have been able to keep the treatment plant in compliance through diligent and time consuming sludge management. The consulting firm of Gold Associates is preparing a report on our sludge situation, along with their recommendations. Although the report is not completed, the most obvious recommendation would be the installation of a mechanical sludge dewaterer. These units cost between \$35,000 and \$200,000. This sludge dewatering problem will have to be addressed in the very near future in order to keep the W.W.T.P. in compliance.

Respectfully submitted,

Philip M. Nowbray
Philip M. Nowbray

ORDINANCE NO. 97-1

AN ORDINANCE TO AMEND CHAPTER 128, SECTION 1 OF THE CODE OF THE TOWN OF BRIDGEVILLE RELATING TO PROPERTY AND CAPITATION TAXES.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COMMISSIONERS OF BRIDGEVILLE AS FOLLOWS:

Section 1: That Section 128-1, Chapter 128, entitled "FEES" shall be amended by deleting the following:

Type of Fee	Amount
Property tax	
Per \$100	\$1.10
Penalty	1 1/2% per month after due date
Capitation tax	\$10.00 per person

and substituting in lieu thereof the following:

Type of Fee	Amount
Property tax	
Per \$100	\$1.83
Penalty	1 1/2% per month after due date
Capitation tax	\$15.00 per person

Section 2. This Ordinance shall become effective upon its adoption by a majority of the Commissioners of the Town of Bridgeville.

COMMISSIONERS OF BRIDGEVILLE

BY: Elwin J. Bennett
President

ATTEST: Margaret W. Sipple
Secretary

ADOPTED: June 9, 1997

6/9/97

Alma Steelewood

Cindy L. Taylor Truitt

Pam Slater

May Goss

Linda Deibel

Donald W. Palk

Robert Wilson

Keile Kistel

David R. Lybros

Rhyl Cull

Jean L. Egeland

Eleanor M. Bennett

Philip Davis

Mayorie Flynn

Pamela Rizzo

Pat Correll

Jason Deibel