

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

AGENDA

COMMISSIONERS OF BRIDGEVILLE

JULY 14, 1997 - 7:00 P.M.

TOWN HALL

- A. CALL TO ORDER
- B. QUORUM PRESENT
- C. READING OF MINUTES - June 9, 1997
- D. APPROVAL OF BILLS
 - (Review of Financial Statements-June,1997)
- E. CORRESPONDENCE
- F. DEPARTMENT REPORTS
 - 1. Police
 - 2. Waste Water
 - 3. Drinking Water
 - 4. Streets
 - 5. Alderman's Report
- G. OLD BUSINESS
 - 1. Abandon Car Report
 - 2. Discuss the Water and Sewer Minimum Charge
 - 3. Street Adoption Program
- H. NEW BUSINESS
 - 1. Discussion about Ordinance 97-2. An ordinance to change Ordinance #1695-Sewer Tapping Fees.
 - 2. Waste Haulers Applications
 - 3. Apple-Scrapple Festival Ad Book
- I. CITIZENS'S PREVILEGE
- 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 JULY 14, 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 Charles Singman, Commissioner Jack Dalton, Commissioner Robert Slater. Not in attendance was Commissioner Margaret Sipple. The meeting began with a salute to the flag.

II. APPROVAL OF MINUTES

The reading of the minutes from the June 9, 1997 regular meeting and the special meeting of June 30, 1997 were dispensed by a motion from Commissioner Singman, seconded by Commissioner Dalton; motion carried unanimously.

III. APPROVAL OF MONTHLY BILLS

See breakdown per fund attached. Monthly bills include estimated salaries. President Bennett stated all current bills have been paid with a balance of \$22,000.00 in the General Fund. Commissioner Singman made a motion to accept the bills and pay them as presented. Motion was seconded by Commissioner Slater; carried unanimously.

President Bennett said the \$150,000.00 loan was refinanced with the Greenwood Trust Company at 5 1/2%.

IV. PRESIDENT'S REPORTS

A. CORRESPONDENCE

1. A letter was received from the Suburban Street Fund in which \$90,300.00 has been allotted to repave Laws Street. The repaving will run from Market to Edgewood Streets.

2. President Bennett stated the Town will receive \$27,000.00 to use towards a new radio system. This money is being allocated from the surplus funds from the State of Delaware. Out of that same bill approximately \$10,000.00 will be allotted from street aid. President Bennett said he had not received word if Church Street would be repaved this year or now.

President Bennett said distribution for street aid this year for Bridgeville is based on 1210 residents and 7.86 miles. The distribution by the population factor is \$8,908.69. Distribution by mileage factor is \$28,272.53. Total street aid will be \$37,181.22.

B. DEPARTMENT REPORTS

1. POLICE DEPARTMENT - Monthly report attached. Presented by Commissioner Singman. He reported traffic arrests for the month were 141, which is a slight increase from last month, but considerably short for the same period last year. Commissioner Singman said he received from the Police Chief several problems in the police department that needs to be brought to the Commissioners attention. He stated he sent a memo to the Chief advising him of the resolutions. He stated the Chief wants to have the police cars cleaned regularly. Commissioner Singman advised him that was part of his maintenance budget and there was no problem with it. He said the Chief wants several burned out light bulbs replaced in the police department. Commissioner Singman again told him to go ahead with the replacements. He said the most serious problem is to repair the #6 marked police vehicle (brakes are bad, air condition not working properly and the tires need to be replaced). He said the Chief stated he had removed the vehicle from patrol, leaving the department with three vehicles. Commissioner Singman said he had directed the Chief to get three repair estimates for the #6 vehicle and also for the vehicle with the blown engine. When the estimates are received, Commissioner Singman will inform the Commission with his recommendations. In the meantime, Commissioner Singman directed the Chief to use the unmarked vehicle for patrolling.

Commissioner Singman commended Sgt. Allen Parsons on the good job he has been doing for the Town.

2. WASTE WATER - Monthly report attached. Presented by Commissioner Slater. Total revenue received from two waste haulers was \$3,290.00. He said there was no progress on the sludge disposal. The sludge user is trying to get a different application rate from D.N.R.E.C. Commissioner Slater said the upgrade meeting on the Waste Water Treatment Plant was held Friday, July 11, 1997. The next meeting is scheduled for August 1, 1997 at 9:00 A.M.

Commissioner Slater reported Mr. Lenny Gold, Consulting Engineer, is working through a federal grant awarded to Del Tech. This grant will allow Mr. Gold to help small WWTP's that may have compliance problems in the near future. Mr. Gold has been contacted to evaluate and make some recommendations as to the Town's problems regarding sludge removal. Mr. Gold's early observation indicates that the sand drying beds currently in use are not adequate for the amount of solids being handled. His report will be completed near the end of the year.

3. DRINKING WATER - Presented by Commissioner Dalton. He said he had three items to discuss but would be saving two items for both new and old business. Commissioner Dalton reported 4,004,000 gallons was pumped last month for an average usage of 1,033,000 gallons per day. He said A. C. Schultes have not been able to determine at this point why Well #5 went down last month. He said since the problem occurred only two months after the warranty on the new work they did last year, A. C. Schultes is going to honor the warranty and will not bill the Town which would have been approximately \$5,000.00. Commissioner Dalton expressed a special thanks to A. C. Schultes for doing a good job that evening and for honoring the warranty. He said the other two wells are now in service and working properly.

4. STREETS - Commissioner Sipple not in attendance.

5. ALDERMAN'S REPORT - None available

V. OLD BUSINESS

1. President Bennett reported most of the abandoned cars had been removed. Commissioner Singman commended the police department in their efforts to have the abandoned cars removed.

2. Commissioner Slater said he talked with Mr. Hans Medlarz but nothing has been done on the water and sewer minimum charge as of this time.

3. Commissioner Dalton said last month he discussed with the Commission what position was to be taken pertaining to the fire line charges for Pet Poultry Products and Delagra. At that time, the Commission agreed the fees were right and feasible, and the fees should be paid. Commissioner Dalton met with Mr. Robert Hunsberger and Mr. Charles West on July 9, 1997 to discuss this matter. They reminded Commissioner Dalton about the situation the Town had gone through in the last few years. Both companies had to do great amount of construction to provide water services to their facilities. There has been a back and forth disagreement as to the amount of money the companies have paid and how much the Town was going to pay. He said there were additions to the fire line service, some required by the Town and some additions were done by the businesses to enhance the service they had. Some additions that were done, did enhance the Town's service. Commissioner Dalton said Mr. Hunsberger and Mr. West appeared before the Commission last year and asked to have some consideration on those charges for the fire line service. He said it was expressed at that time to give Pet Poultry Products and Delagra a number of years of forgiveness for that fire service. He said that was never followed up. They were

asked for information regarding the amount of money that was spent, the amount of money the Town reimbursed them, and what the agreement was at that time. Commissioner Dalton said he was not present on the Commission at that time so he does not know what agreements were made. He said the Town did pay approximately \$27,000.00. He said he has heard, the Town agreed to pay half of the additional cost, but actually paid only \$27,000.00. Commissioner Dalton said after meeting with Mr. Hunsberger and Mr. West, it is his considered feeling that they believe they are not being handled properly by the Town. They feel they have a legal case to take this matter to court. Commissioner Dalton stated for the last two years the Town has been trying to entice businesses to locate in this area. He said we have two major employers in the area and taxpayers. He said it is his opinion the Commission should have some consideration for Pet Poultry Products and Delagra.

Commissioner Slater asked if Pet Poultry used our water anywhere else. Mr. Hunsberger said water is used for the fire system, in the factory, and the warehouses for a total of four meters. Mr. Hunsberger could not answer for Mr. West. Commissioner Slater said it all has to help the system. The money has to come from somewhere and the Town is supplying water to them. Mr. Hunsberger said he and Mr. West approached the Board last year to present their case. He said at that time, everyone seemed to agree, including their engineer, of their input and the financial arrangement to upgrade the Town to get water to those properties. It was a sizable investment and all figures were presented including the diagram. Mr. Hunsberger said there was no communication from the Board for one year, then all of a sudden a bill is sent for a second year and penalties for the first year's bill. Mr. Hunsberger said he never received a phone call or a letter. He stated Mr. West presented a package of all the information that he spent for the Board's investigation, and the Board did not even have the courtesy to return that information. Mr. Hunsberger stated the whole matter has not been pleasant.

Mr. Hunsberger said he has no problem with charges for the new facility. He said they paid \$117,000.00 to have a ten-inch fire line run to their property. He said they "swallowed the pill" because the Town only reimbursed them the \$27,000.00. He said he doesn't think it is quite right they received a fire line bill. President Bennett asked how much their insurance went down after installing the fire line. Mr. Hunsberger said he could not quote the price. He said the insurance company tells you it goes down, but the premiums are always higher. Mr. Hunsberger said there is not a written agreement from the Town, only a verbal statement from Mr. Walter Gilefski, former Commissioner, in 1989. He said the matter should be in the minutes. He said even the Town's Engineer, Mr. Hans Medlarz, kind of agreed at that meeting, that the matter had been resolved. Mr.

Hunsberger said it is not a great sum, but it is the principle of the matter.

President Bennett said the rates are in the Town's Code Book and to change rates, the ordinance would have to be amended. Commissioner Singman asked if a compromise could be established, possibly leaving the rates as stated and waive these specific charges.

Commissioner Slater stated his thought has always been if the Town's water is being used, Mr. Hunsberger should get a reduced rate. He explained that the new facility is using the Town's water is being used, and believes the rate should be reduced below the \$1,500.00 charge for the fire lines. He said if the Town's water is not being used, then he feels the \$1,500.00 should be charged because the Town gets nothing to help with the wells. Mr. Hunsberger is asking for a reprieve from the \$1,500.00 yearly fire line charge.

Commissioner Slater said Mr. West had a little different situation. He said Mr. West did not come to the Town for help. He stated Mr. West knew he had to run the line at that time. Mr. Hunsberger said most towns supply water lines to a person's property line, which at that time was not available to either Pet Poultry Products or Delagra. Commissioner Slater agreed. Mr. Hunsberger stated it was the Town's responsibility to get water to them. Commissioner Slater said Mr. Hunsberger had enough fortitude to come ahead to discuss the situation and get some of it back. Commissioner Slater said domestic sewer is the only thing the Town gets from Delagra.

Commissioner Slater said he did not think a decision could be made this evening because several others in Town are billed for fire lines. Mr. Hunsberger stated last year's chairman came to him and Mr. West at their offices stating he was comfortable the Town would relieve them of ten years responsibility of the charges, but the charges would begin after that time. He said nothing was ever in writing but believes former Commission President Howard Hardesty can substantiate that statement. Commissioner Slater did not recall this matter being approved at a regular Commissioner's meeting.

Commissioner Dalton made a motion to relieve Pet Poultry Products and Delagra of the \$1,500.00 yearly fire line charge for a period of ten years, retroactive the last two years of \$3,00.00 and to waive all penalties. Commissioner Slater asked to have the two companies separated for motions. Commissioner Dalton then made a motion to relieve Mr. Hunsberger and Pet Poultry Products for the fire line charge for the last two years and the next eight years, including any penalties. Commissioner Singman seconded by motion; carried unanimously.

Commissioner Dalton made a motion to waive the last two years and the next eight years for Delagra for the fire line charges, including penalties. President Bennett and Commissioner Slater agreed that Mr. West or a company representative should have been in attendance. Commissioner

Slater said this is a different situation. Mr. Hunsberger stated Mr. West is not well and has just got out of the hospital. Commissioner Singman made a motion to amend the previous motion upon agreement with Mr. West to the same terms and conditions set forth to Pet Poultry Products that this motion be carried. Commissioner Dalton accepted the amendment to the motion. Seconded by Commissioner Singman. Commissioner Slater called for a discussion. He said this is a different situation. Mr. West did not come to the Town for money to help him install that line, and Commissioner Slater does not think he should get that relief. He said Mr. West has to have that line for his warehouse. Mr. West should have come to the Town in the first place. Mr. Hunsberger explained Mr. West did spend somewhere between \$60,000.00 and \$70,000.00 to drill underneath the railroad to get the water line to his property, and should have been the Town's responsibility in all fairness. Commissioner Slater agreed, but stated Delagra does not use any of the Town's water as Pet Poultry does. Commissioner Slater said Mr. West is not helping the Town in the upkeep of the system.

Mr. Hunsberger said Mr. West is not very happy with the Town's bills. He threatened to hire a lawyer. Mr. Hunsberger asked the Town to take a step backwards until everyone involved can negotiate. Mr. Hunsberger said, knowing Mr. West, if you don't kind of agree with him, you are going to be faced with some other legal responsibilities that will probably cost more than what is being asked for. Mr. Hunsberger suggested the Commission give it some serious consideration.

Commissioner Dalton stated Mr. West and Mr. Hunsberger made a honest attempt last year to get this resolved. He said, at that time, he was under the assumption from the Commission that it was going to be offered to both of them. After consulting with Mr. Medlarz, the other Commissioners and the President, he thought that was the action that was going to be taken. Commissioner Dalton said once he became Water Commissioner again, he did not take any action until he received a reading from the Commission. He said previous Commissions have made decisions that have cost the Town greatly as far as legal expenses are concerned. He stated this situation was not caused by this Commission, but it is a situation this Commission can remedy. Commissioner Slater then stated that the Town will have to reimburse everybody else.

Commission Singman asked Commissioner Slater's opinion as to the chances of this situation going beyond the Commission into another potential lawsuit. He asked was there a way to resolve the situation without getting into another lawsuit. Commissioner Slater said only if Mr. West pays the bill. Mr. West and Mr. Hunsberger attended a Commissioner's meeting a year ago on this matter.

President Bennett called for a vote on the amended motion. Carried two to one; Commissioner Slater voted no. President Bennett abstained.

NEW BUSINESS

1. President Bennett read the first reading of Ordinance 97-2: AN ORDINANCE TO AMEND CHAPTER 128, SECTION 1 OF THE CODE OF THE TOWN OF BRIDGEVILLE RELATING TO SCHEDULE OF CHARGES AND FEES OF THE COMMUNITY SEWER OF THE TOWN OF BRIDGEVILLE. See attached. The second reading and the vote will be at the August, 1997 meeting.

2. Commissioner Slater received two waste hauler's applications. The first one being The Uncloggers, Inc. dba Mr. Rooter, Eastern Shore, owners Joseph and Margaret Mansfield from Easton, Maryland. Commissioner Slater made a motion to accept their application. Motion was seconded by Commissioner Singman; carried unanimously.

The second application received was from Johnson Sewer and Drain Contractors, Inc. (Roto-Rooter). The owner is Mr. Edward Johnson from Easton, Maryland. Commissioner Slater made a motion to accept the application. Motion was seconded by Commissioner Singman, unanimously carried.

3. President Bennett received a letter from the Apple-Scrapple Festival asking for a donation in the advertising booklet. After much discussion, Commissioner Slater made a motion to give the festival committee a \$100.00 ad. Motion was seconded by Commissioner Singman, carried unanimously.

4. President Bennett received a letter from the Independent Newspaper, Inc. The letter pertained to an ad in their magazine. The letter stated the Town took out a 1/2 page ad last year for \$275.00. Commissioner Slater said he thought the Town could use the exposure. The date for the reduced rate is August 15, 1997. Mr. Dave Layton, from The Leader, thought the magazine would be out in January or March. Commissioner Singman said the Commissioner would be meeting again before the deadline for the reduced rates.

5. President Bennett presented the audit received from Johnson, Lank and Tull. He said the auditors had made four recommendations:

a) The Town Solicitor did not get the letter for the Town's 1% real estate tax to the proper legislators in time for this year's session. It is now tabled until the January 1998 session.

b) Some efficiencies can be realized by changing the payroll period from weekly to bi-weekly. This would save office personnel, save paper, and the paying of federal payroll taxes less frequently. The change would have minimal effect on employees if given enough notice. President Bennett said if a change is passed, the auditors

suggested starting in the fall to give employees enough time. Commissioner Singman said a meeting should be set with the Town employees.

c) The auditors suggested a new inventory of the Town's property and equipment.

d) The auditors feel budget amendments are necessary during the year when additional revenue is received or when the allocation of expenditures changes significantly. Budget variances will be minimal at year end if this practice would be followed.

Commissioner Dalton said the audit is a lot more intense and involved this year because of the requirements with federal and state money being used for the sewer and water projects.

6. President Bennett reported he had received several bank rates the Town could get on a line of credit. The Wilmington Trust would be a \$50,000.00 unsecured line of credit. The interest rate would be a variable at approximately 7% right now. County Bank was not interested. PNC rate would be 8 1/2% of prime rate. Baltimore Trust Company would be 8 1/2%. Felton Bank's rate is 9 1/2%. J.C. Penney Bank is not interested. The Greenwood Trust would be 6.8% variable. President Bennett explained it is only for a line of credit that would be available to Town. Commissioner Slater made a motion to accept the line of credit with Greenwood Trust. The motion was seconded by Commissioner Dalton; carried unanimously.

7. Commissioner Dalton read a letter he received this week from Mr. Paul Wolpert of Cannon Cold Storage (see attached). Cannon Cold Storage is seeking approval from the Town to drill a well for the exclusive use of their cooling tower. They said the well would benefit Cannon Cold Storage and the Town by conserving processed water. Mr. Wolpert stated the facility has about nine hundred tons of cooling capacity, and it uses up a fair amount of evaporated water. He based the cost of water for both the supplier and the user and believes a well would help both the Town and them. This matter has not been discussed with the state. D.N.R.E.C. did tell them they would have no objection if the Town approved the project. Commissioner Dalton asked Mr. Hunsberger if any other alternatives had been looked into. He said the charges from the Town go up as the volume usage increases which is probably contrary to other municipalities. Mr. Hunsberger stated a well seemed to be the most logical solution.

Commissioner Dalton said the sewer rates for that facility were discussed last year. When the question was brought up at that time, it was stated those rates were set the way they were, if he understood it correctly, under the direction from the state, D.N.R.E.C. or the EPA in an effort to conserve water. Commissioner Dalton stated he did not see how those rates are effective in conserving water, but

wonders if they are more effective in keeping businesses from using our water. He questioned as to whether the Town's clients would be better served if that rate were more acceptable.

Commissioner Slater asked Mr. Hunsberger if he would be receptive to a cooling tower rate to put a meter in. Mr. Hunsberger said it could be considered. Commissioner Slater said he thought the rates should be set so the more water that is used, the less the cost. President Bennett said the Commission was told when discussing the water and sewer charges, that the rates in the book were set by the Town's engineer. Commissioner Dalton said the rates were not set by any standard. They were set by calculations done by the engineer. Commissioner Slater explained that they were set for FHA as to what the Town can charge for the debt load, it doesn't mean the Town can't reduce the rate. President Bennett noted the rates are set by ordinance. Commissioner Dalton suggested the President appoint a committee to look into this matter, to work with Mr. Medlarz and to work with the client to try to develop a rate. He said if a well is allowed, a heavy cost to Mr. Hunsberger will be involved, whereas a rate reduction could be made more reasonable than putting in a well.

President Bennett stated several years ago he applied for a well to be installed in his yard for pool use only and was denied. He said at the same time, another was drilling for his new well.

President Bennett appointed Commissioner Slater and Commissioner Dalton to the committee. Commissioner Slater said he had too much going on right now. President Bennett then appointed Mr. Doug Jones. Commissioner Dalton said they would have a rate recommendation ready for the August meeting.

8. President Bennett said back in March when Market Street was repaved, a flower box in front of the firehouse was destroyed. He said the firemen would like to install another, but they are asking permission from the Town first. He said the flower box is eight feet long by two feet high, will come in about four feet from the curb, and will be brick. After much discussion, Commissioner Slater made a motion to grant the building of a flower box in front of the firehouse. Motion was seconded by Commissioner Dalton; carried unanimously.

9. Commissioner Singman discussed the fire last week at the Perdue grain facility north of Town. He said several fire companies were making trips back to the fire station to fill their tankers. He said the closest fire hydrant to that plant is on Church Street. Commissioner Singman perceived a dangerous situation both for the firemen and pedestrians and vehicles, due to fire trucks running back and forth. He said since the Commission has jurisdiction in an emergency of one mile outside of Town limits, the

Commission should discuss with Perdue to provide some sort of hookup to the Town water line. Commissioner Slater did not think the Town should interfere since Perdue is outside of the Town limits. Commissioner Singman said should it happen again, it could cause significant problems for the Town.

VII. CITIZENS PRIVILEGE

1. Mrs. Cindy Truitt agreed with Commissioner Singman regarding a potential problem for the Town if Perdue should experience another fire. She said a grain elevator fire can cause an explosion which would be devastating to the Town. She suggested that the Commission discuss the subject with Perdue. President Bennett suggested Commissioner Singman to discuss the subject with the fire chief, Mr. Jack Cannon.

VIII. EXECUTIVE SESSION

President Bennett called for Executive Session at 8:00 P.M. Motion was carried unanimously. The Commissioners reconvened to regular session at 8:22 P.M.

Commissioner Singman said he met with the Chief of Police, Handley Orr, on Monday, July 14, 1997. He said under certain conditions Chief Orr related verbally to him if the Commission would compensate him for 240 hours of time, to be paid over a six week period, he will tender his resignation as Chief of Police of the Town of Bridgeville. Commissioner Singman said Chief Orr's reason was he felt he could not work with the Commissioners and the Commissioners could no longer work for him. Based on that, Commissioner Singman made a motion to accept the resignation of the Chief of Police of the Town of Bridgeville, and have the Town's attorney contact Chief Orr's attorney to have the proper documentation and paper work necessary to affect such a resignation. Motion was seconded by Commissioner Dalton; motion carried 3 to 1. Commissioner Slater voted no.

IX. ADJOURNMENT

Commissioner Slater made a motion to adjourn the meeting at 8:24 P.M. Motion was seconded by Commissioner Singman.

Respectfully Submitted,

Margaret W. Sipple

Margaret W. Sipple
Secretary

COMMISSIONERS OF BRIDGEVILLE
EXECUTIVE SESSION
JULY 14, 1997

Meeting called to order 8:03 P.M. by President Bennett.

Commissioner Singman discussed letter received from Attorney General's Office asking clarification of the investigation requested of the police department.

Per Commissioner Singman, Chief Orr stated he would resign if the Commission agreed to pay him for 240 hours of comp-time. If agreed, would resign in two weeks.

Commissioner Singman presented a draft of a letter he will submit to the Town's Attorney to hold the Town and Commissioners from any harm.

Discussion followed about the Attorney General's investigation being run and void, considering Chief Orr's resignation.

No motions made.

Reconvened to regular session 8:21 P.M.

Respectfully submitted,

Jack Dalton
Commissioner

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

AGENDA

COMMISSIONERS OF BRIDGEVILLE

JULY 14, 1997 - 7:00 P.M.

TOWN HALL

- A. CALL TO ORDER
- B. QUORUM PRESENT
- C. READING OF MINUTES - June 9, 1997
- D. APPROVAL OF BILLS
(Review of Financial Statements-June,1997)
- E. CORRESPONDENCE
- F. DEPARTMENT REPORTS
 - 1. Police
 - 2. Waste Water
 - 3. Drinking Water
 - 4. Streets
 - 5. Alderman's Report
- G. OLD BUSINESS
 - 1. Abandon Car Report
 - 2. Discuss the Water and Sewer Minimum Charge
 - 3. Street Adoption Program
- H. NEW BUSINESS
 - 1. Discussion about Ordinance 97-2. An ordinance to change Ordinance #1695-Sewer Tapping Fees.
 - 2. Waste Haulers Applications
 - 3. Apple-Scrapple Festival Ad Book
- I. CITIZENS'S PREVILEGE
- 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. ****

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

ACCOUNTS PAYABLE FOR APPROVAL

MEETING JULY 14, 1997

General Fund (01)	\$ 1,584.57	
Police Fund (02)	2,803.28	
Sewer Fund (03)	3,517.72	
Water Fund (04)	1,062.17	
Municipal (05) Street Aid Fund	1,530.87	
SALLE DRUG (06)	<u>27.52</u>	
TOTAL AMOUNT TO BE APPROVED		\$ 10,526.13

Estimated P/R's: 7/17, 7/24; 7/31	\$12,000.00
Estimated P/R Taxes: 7/16, 7/23/7/30	4,500.00
Estimated Chesapeake Utilities	1,500.00
Estimated DP & L	<u>2,800.00</u>

TOTAL

\$ 31,326.13

* NOTE: Pension Billing of Approximately \$14,000.00
has not been received.

RUN DATE: 07/14/97
RUN TIME: 10:14 AM

Town of Bridgeville
Accounts Payable
Open Invoice Report

PAGE 1

** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	AMOUNT	INVOICE DATE DUE DATE	DISCOUNT AMOUNT DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
ATT350 AT&T								
6/18/97 STMT	07/09/97	69.28	06/18/97 07/18/97	0.00 / /	0.00	69.28	NO	
G/L DIST: 422501 Util-Telephone - General			15.48					
422502 Util-Telephone - Police			40.46					
422503 Util-Telephone - Waste/Sw			13.34					
		69.28		0.00	0.00	69.28		
BEL100 BELL ATLANTIC - DE								
6/18/97 STMT	07/09/97	495.47	06/18/97 07/18/97	0.00 / /	0.00	495.47	NO	
G/L DIST: 422501 Util-Telephone - General			158.04					
422502 Util-Telephone - Police			171.39					
422503 Util-Telephone - Waste/Sw			166.04					
7/1/97 STMT	07/14/97	44.36	07/01/97 07/31/97	0.00 / /	0.00	44.36	NO	GATEWAY PLA
G/L DIST: 411203 Gateway Plaza-Misc. Exp.			44.36					
		539.83		0.00	0.00	539.83		
BRI200 BRIDGEVILLE PHARMACY								
41400	07/09/97	11.00	06/23/97 07/23/97	0.00 / /	0.00	11.00	NO	4 PKS - BAT
G/L DIST: 414702 Office Supplies - Police			11.00					
		11.00		0.00	0.00	11.00		
BRO100 BROWNING-FERRIS IND.								
970600-0044586	07/09/97	55.00	07/01/97 07/31/97	0.00 / /	0.00	55.00	NO	6/1-6/30/97
G/L DIST: 413503 Maintenance - Waste/Sewer			55.00					
		55.00		0.00	0.00	55.00		
DAV100 DAVIS, BOWEN & FRIEDEL								
25893	07/09/97	363.84	06/05/97 07/05/97	0.00 / /	0.00	363.84	NO	

IN DATE: 07/14/97
IN TIME: 10:14 AM

Town of Bridgeville
Accounts Payable
Open Invoice Report

PAGE 2

'P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	AMOUNT	INVOICE DATE	DUE DATE	DISCOUNT AMOUNT	DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
G/L DIST: 411003 Engineering Fees-Waste/SW				363.84						
		363.84			0.00		0.00	363.84		
AV200 DAVIS INSURANCE SERVICES										
8619867	07/09/97	686.73	06/23/97	07/23/97	0.00	/ /	0.00	686.73	NO	FHA BOND RE
G/L DIST: 412003 Insurance Waste Water Tre				686.73						
		686.73			0.00		0.00	686.73		
EL800 DELMARVA POWER & LIGHT										
85-13354-1-0	6/12/97 07/09/97	764.68	06/12/97	07/12/97	0.00	/ /	0.00	764.68	NO	
G/L DIST: 422004 Util-Electric - Water				764.68						
85-13822-7-1	7/3/97 07/14/97	23.48	07/03/97	08/02/97	0.00	/ /	0.00	23.48	NO	GATEWAY PLA
G/L DIST: 411203 Gateway Plaza-Misc. Exp.				23.48						
85-12406-0-0	7/7/97 07/10/97	10.09	07/07/97	08/06/97	0.00	/ /	0.00	10.09	NO	
G/L DIST: 422003 Util-Electric - Waste/Sw				10.09						
85-13002-6-0	7/7/97 07/10/97	176.18	07/07/97	08/06/97	0.00	/ /	0.00	176.18	NO	
G/L DIST: 422001 Util-Electric - General				176.18						
85-13205-5-1	7/7/97 07/10/97	168.02	07/07/97	08/06/97	0.00	/ /	0.00	168.02	NO	
G/L DIST: 422002 Util-Electric - Police				168.02						
		1,142.45			0.00		0.00	1,142.45		
DOV200 DOVER RADIO PAGE										
7/1/97 STMT	07/14/97	73.95	07/01/97	07/31/97	0.00	/ /	0.00	73.95	NO	PAGING SVC-
G/L DIST: 422502 Util-Telephone - Police				16.00						
422503 Util-Telephone - Waste/Sw				57.95						
		73.95			0.00		0.00	73.95		

RUN DATE: 07/14/97
 RUN TIME: 10:14 AM

Town of Bridgeville
 Accounts Payable
 Open Invoice Report

** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER		ENTRY DATE	INVOICE			DISCOUNT		PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE	DUE DATE	AMOUNT	DATE					
EAS100 EASTERN SPRINGS WATER CO.											
2713	6/30/97 STMT	07/09/97	25.10	06/30/97	07/30/97	0.00	/ /	0.00	25.10	NO	
G/L DIST: 414702 Office Supplies - Police			25.10								
4574 6/30/97 STMT 07/09/97 12.95 06/30/97 07/30/97 0.00 / / 0.00 12.95 NO											
G/L DIST: 414703 Office Supplies -Waste/Sw			12.95								
4817 6/30/97 STMT 07/09/97 12.95 06/30/97 07/30/97 0.00 / / 0.00 12.95 NO											
G/L DIST: 414701 Office Supplies - General			12.95								
			51.00			0.00		0.00	51.00		
ENV100 ENVIROCORP, INC.											
2880		07/09/97	157.00	06/05/97	07/05/97	0.00	/ /	0.00	157.00	NO	
G/L DIST: 411503 Testing Fees-Waste/Sewer			157.00								
2936 07/10/97 157.00 07/07/97 08/06/97 0.00 / / 0.00 157.00 NO ANALYTICAL											
G/L DIST: 411503 Testing Fees-Waste/Sewer			157.00								
2995 07/10/97 40.00 07/07/97 08/06/97 0.00 / / 0.00 40.00 NO ANALYTICAL											
G/L DIST: 411503 Testing Fees-Waste/Sewer			40.00								
			354.00			0.00		0.00	354.00		
FOR100 FORD MOTOR CREDIT											
PYMT #20		07/14/97	578.23	07/13/97	08/12/97	0.00	/ /	0.00	578.23	NO	
G/L DIST: 403002 Debt Service - Police			578.23								
			578.23			0.00		0.00	578.23		
INS100 THE INSURANCE MARKET											
3410		07/14/97	1,503.00	06/12/97	07/12/97	0.00	/ /	0.00	1,503.00	NO	4TH INSTALL
G/L DIST: 412001 Insurance General Fund			38.00								

RUN DATE: 07/14/97
 RUN TIME: 10:14 AM

Town of Bridgeville
 Accounts Payable
 Open Invoice Report

PAGE 4

** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	AMOUNT	INVOICE DATE	DUE DATE	DISCOUNT AMOUNT	DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
412002 Insurance Police-General			1,018.00							
412003 Insurance Waste Water Tre			447.00							
		1,503.00			0.00		0.00	1,503.00		
INT100 INTERCOASTAL TRADING										
971589	07/09/97	535.00	06/26/97	07/26/97	0.00	/ /	0.00	535.00	NO	
G/L DIST: 402003 Chemicals Waste Water Tre			535.00							
		535.00			0.00		0.00	535.00		
LAY100 H.C. LAYTON & SON, INC.										
11690	07/09/97	71.80	06/20/97	07/20/97	0.00	/ /	0.00	71.80	NO	
G/L DIST: 419504 Supplies- Water			71.80							
11691	07/09/97	36.43	06/25/97	07/25/97	0.00	/ /	0.00	36.43	NO	
G/L DIST: 417003 Repairs - Waste/Sewer			5.00							
419503 Supplies - Waste/Sewer			31.43							
11701	07/09/97	6.05	06/27/97	07/27/97	0.00	/ /	0.00	6.05	NO	
G/L DIST: 419503 Supplies - Waste/Sewer			6.05							
		114.28			0.00		0.00	114.28		
MAI100 THE MAIL ROOMS, LTD.										
6/30/97 STMT	07/09/97	97.75	06/30/97	07/10/97	0.00	/ /	0.00	97.75	NO	SHIPPING CH
G/L DIST: 411503 Testing Fees-Waste/Sewer			97.75							
		97.75			0.00		0.00	97.75		
MCD100 MCDOWELL'S										
3518	07/09/97	19.95	06/06/97	07/06/97	0.00	/ /	0.00	19.95	NO	OIL CHANGE-
G/L DIST: 424002 Vehicle Expenses Police-G			19.95							

RUN DATE: 07/14/97
 RUN TIME: 10:14 AM

Town of Bridgeville
 Accounts Payable
 Open Invoice Report

PAGE 5

** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	INVOICE		DISCOUNT		PAYMENTS	NET INVOICE	PAY	COMMENT
		AMOUNT	DATE DUE DATE	AMOUNT	DATE				
3522	07/09/97	19.95	06/11/97 07/11/97	0.00	/ /	0.00	19.95	NO	OIL CHANGE
G/L DIST: 424002 Vehicle Expenses Police-6 19.95									
		39.90		0.00		0.00	39.90		
MET100 METROCALL									
00192331	07/14/97	33.20	07/01/97 07/31/97	0.00	/ /	0.00	33.20	NO	RENTALS-JUL
G/L DIST: 422502 Util-Telephone - Police 33.20									
		33.20		0.00		0.00	33.20		
MIC100 MICHIE COMPANY									
M97469	07/09/97	7.24	05/15/97 06/14/97	0.00	/ /	0.00	7.24	NO	DE RULES AM
G/L DIST: 419502 Supplies - Police 7.24									
		7.24		0.00		0.00	7.24		
NEW300 O. A. NEWTON & SON CO.									
57365	07/09/97	15.00	05/27/97 06/25/97	0.00	/ /	0.00	15.00	NO	5' 7/8 ROD
G/L DIST: 419503 Supplies - Waste/Sewer 15.00									
730	07/09/97	80.66	06/12/97 06/25/97	0.00	/ /	0.00	80.66	NO	PIPE & MISC
G/L DIST: 417003 Repairs - Waste/Sewer 80.66									
		95.66		0.00		0.00	95.66		
ONE100 ONE CALL CONCEPTS, INC.									
7066057	07/09/97	15.84	06/30/97 07/30/97	0.00	/ /	0.00	15.84	NO	
G/L DIST: 422603 Miss Utility Locates-Sewr 7.92									
422604 Miss Utility Locates-Watr 7.92									
		15.84		0.00		0.00	15.84		

RUN DATE: 07/14/97
 RUN TIME: 10:14 AM

Town of Bridgeville
 Accounts Payable
 Open Invoice Report

PAGE 6

'P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	AMOUNT	INVOICE DATE	DUE DATE	DISCOUNT AMOUNT	DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
PEN100 PENCO CORP.										
514928	07/09/97	36.89	06/20/97	07/20/97	0.00	/ /	0.00	36.89	NO	ASCO COIL--
G/L DIST: 417003 Repairs - Waste/Sewer				36.89						
		36.89			0.00		0.00	36.89		
PEN150 PENINSULA DRY CLEANERS										
5/97 STMT	07/09/97	16.50	05/28/97	06/27/97	0.00	/ /	0.00	16.50	NO	
G/L DIST: 421502 Uniform Exp - Police				16.50						
5/97 STMT	07/09/97	20.60	06/25/97	07/25/97	0.00	/ /	0.00	20.60	NO	
G/L DIST: 421502 Uniform Exp - Police				20.60						
		37.10			0.00		0.00	37.10		
PEN200 PENINSULA OIL CO.										
5/28/97 STMT	07/09/97	314.82	06/28/97	07/28/97	0.00	/ /	0.00	314.82	NO	
G/L DIST: 424002 Vehicle Expenses Police-G				223.16						
424003 Vehicle Expenses-Waste/SW				61.64						
424004 Vehicle Expenses-Water				30.02						
		314.82			0.00		0.00	314.82		
POW100 POWER TRANS, INC.										
13474	07/10/97	17.00	06/09/97	07/09/97	0.00	/ /	0.00	17.00	NO	1/16 CABLE-
G/L DIST: 417003 Repairs - Waste/Sewer				17.00						
		17.00			0.00		0.00	17.00		
SAF100 SAFETY-KLEEN CORP.										
802145	07/14/97	168.00	07/02/97	08/01/97	0.00	/ /	0.00	168.00	NO	MACHINE SER
G/L DIST: 411103 Equip Rental - Waste/Sw				168.00						
		168.00			0.00		0.00	168.00		

RUN DATE: 07/14/97
RUN TIME: 10:14 AM

Town of Bridgeville
Accounts Payable
Open Invoice Report

PAGE 7

** A/P ACCOUNT: ALL

ENDOR NAME/ INVOICE NUMBER	ENTRY DATE	AMOUNT	INVOICE DATE	DUE DATE	DISCOUNT AMOUNT	DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
SHA200 SHARP ENERGY, INC.										
6/30/97 STMT	07/09/97	13.50	06/30/97	07/30/97	0.00	/ /	0.00	13.50	NO	
G/L DIST: 411103 Equip Rental - Waste/Sw			13.50							
		13.50			0.00		0.00	13.50		
SOU100 SOUTHERN DE CLASSIFIEDS										
039997	07/09/97	19.25	06/06/97	07/06/97	0.00	/ /	0.00	19.25	NO	ORD #97-1--
G/L DIST: 400101 Advertising Exp - General			9.62							
400102 Advertising Exp - Police			9.63							
		19.25			0.00		0.00	19.25		
STA400 STATE OF DELAWARE										
FORM W-1--JUNE 1997	07/10/97	880.30	06/30/97	07/30/97	0.00	/ /	0.00	880.30	NO	
G/L DIST: 208001 Accrued Payroll Taxes			880.30							
		880.30			0.00		0.00	880.30		
TOT100 TOTAL MECHANICAL										
1173	07/09/97	56.85	06/30/97	07/30/97	0.00	/ /	0.00	56.85	NO	AIR COND RE
G/L DIST: 417001 Repairs - General			56.85							
		56.85			0.00		0.00	56.85		
UNI100 UNIFIRST										
3233601	07/09/97	20.10	06/06/97	07/06/97	0.00	/ /	0.00	20.10	NO	
G/L DIST: 414702 Office Supplies - Police			20.10							
3233602	07/09/97	21.40	06/06/97	07/06/97	0.00	/ /	0.00	21.40	NO	
G/L DIST: 414701 Office Supplies - General			21.40							
3233611	07/09/97	29.35	06/06/97	07/06/97	0.00	/ /	0.00	29.35	NO	

RUN DATE: 07/14/97
RUN TIME: 10:14 AM

Town of Bridgeville
Accounts Payable
Open Invoice Report

PAGE 8

** A/P ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	AMOUNT	INVOICE DATE	DUE DATE	DISCOUNT AMOUNT	DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
G/L DIST: 414703 Office Supplies -Waste/Sw				29.35						
		70.85			0.00		0.00	70.85		
UNI500 UNIVERSITY OF DELAWARE										
27160	07/14/97	30.00	07/08/97	08/07/97	0.00	/ /	0.00	30.00	NO	3/26/97 SES
G/L DIST: 414501 Town Hall Expenses Genera				20.00						
414004 Miscellaneous Exp.-Water				10.00						
		30.00			0.00		0.00	30.00		
WIL100 LEON WILLING										
06/19/97 STMT	07/09/97	18.00	06/19/97	07/19/97	0.00	/ /	0.00	18.00	NO	JUNE '97 TR
G/L DIST: 413502 Maintenance - Police				18.00						
5/19/97 STMT	07/09/97	18.00	06/19/97	07/19/97	0.00	/ /	0.00	18.00	NO	JUNE '97 TR
G/L DIST: 413501 Maintenance - General				18.00						
		36.00			0.00		0.00	36.00		
WIL200 WILSON, HALBROOK, BAYARD										
7	07/09/97	711.00	06/11/97	07/11/97	0.00	/ /	0.00	711.00	NO	OUSTING PRE
G/L DIST: 413001 Legal & Auditing-General				177.75						
413002 Legal & Auditing-Police				177.75						
413003 Legal & Auditing-Waste				177.75						
413004 Legal & Auditing-Water				177.75						
70094-001M STMT 70406	07/10/97	207.00	07/09/97	08/08/97	0.00	/ /	0.00	207.00	NO	SINGMAN-PER
G/L DIST: 413002 Legal & Auditing-Police				207.00						
		918.00			0.00		0.00	918.00		
WRI100 WRIGHT'S AUTO PARTS, INC.										
21213	07/09/97	2.00	06/05/97	06/30/97	0.00	/ /	0.00	2.00	NO	FUSES - J.

RUN DATE: 07/14/97
RUN TIME: 10:14 AM

Town of Bridgeville
Accounts Payable
Open Invoice Report

PAGE 9

** A/P ACCOUNT: ALL

ENDOR NAME/ INVOICE NUMBER	ENTRY DATE	AMOUNT	INVOICE DATE	DUE DATE	DISCOUNT AMOUNT	DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
G/L DIST: 424002 Vehicle Expenses Police-G				2.00						
		2.00			0.00		0.00	2.00		
GRAND TOTALS		8,967.74			0.00		0.00	8,967.74		

TOTAL OPEN INVOICES 52

TOTALS BY GL ACCOUNT:

ACCT #	ACCOUNT TITLE	AMOUNT
208001	Accrued Payroll Taxes	880.30
400101	Advertising Exp - General	9.62
400102	Advertising Exp - Police	9.63
402003	Chemicals Waste Water Tre	535.00
403002	Debt Service - Police	578.23
411003	Engineering Fees-Waste/SW	363.84
411103	Equip Rental - Waste/Sw	181.50
411203	Gateway Plaza-Misc. Exp.	67.84
411503	Testing Fees-Waste/Sewer	451.75
412001	Insurance General Fund	38.00
412002	Insurance Police-General	1,018.00
412003	Insurance Waste Water Tre	1,133.73
413001	Legal & Auditing-General	177.75
413002	Legal & Auditing-Police	384.75
413003	Legal & Auditing-Waste	177.75
413004	Legal & Auditing-Water	177.75
413501	Maintenance - General	18.00
413502	Maintenance - Police	18.00
413503	Maintenance - Waste/Sewer	55.00
414004	Miscellaneous Exp.-Water	10.00
414501	Town Hall Expenses Genera	20.00

RUN DATE: 07/14/97
RUN TIME: 10:14 AM

Town of Bridgeville
Accounts Payable
Open Invoice Report

PAGE 10

ACCOUNT: ALL

VENDOR NAME/ INVOICE NUMBER	ENTRY DATE	AMOUNT	INVOICE DATE	DUE DATE	DISCOUNT AMOUNT	DATE	PAYMENTS	NET INVOICE	PAY	COMMENT
414701	Office Supplies - General			34.35						
414702	Office Supplies - Police			56.20						
414703	Office Supplies -Waste/Sw			42.30						
417001	Repairs - General			56.85						
417003	Repairs - Waste/Sewer			139.55						
419502	Supplies - Police			7.24						
419503	Supplies - Waste/Sewer			52.48						
419504	Supplies - Water			71.80						
421502	Uniform Exp - Police			37.10						
422001	Util-Electric - General			176.18						
422002	Util-Electric - Police			168.02						
422003	Util-Electric - Waste/Sw			10.09						
422004	Util-Electric - Water			764.68						
422501	Util-Telephone - General			173.52						
422502	Util-Telephone - Police			261.05						
422503	Util-Telephone - Waste/Sw			237.33						
422603	Miss Utility Locates-Sewr			7.92						
422604	Miss Utility Locates-Watr			7.92						
424002	Vehicle Expenses Police-G			265.06						
424003	Vehicle Expenses-Waste/SW			61.64						
424004	Vehicle Expenses-Water			30.02						

*** End of Open Invoice Report ***

**BRIDGEVILLE POLICE
DEPARTMENT**

**MONTHLY REPORT
JUNE 1997**

COMPLAINT SYNOPSIS

TYPE OF COMPLAINT	MONTH	PREVIOUS YEAR	YEAR TO DATE
BURGLARY	0	3	12
THEFT	1	2	24
ASSAULT	0	3	16
DOMESTIC DISPUTES	3	5	29
CRIMINAL MISCHIEF	5	0	24
DRUG	1	1	5
SEX CRIMES	0	1	2
SUICIDE	0	0	0
ALARMS	13	3	50
DISORDERLY CONDUCT	5	7	35
PUBLIC RELATIONS	0	3	19
AUTO THEFT	1	0	1
HARRASSMENT	0	1	7
KIDNAPPING	0	0	0
MISSING PERSON	0	0	2
PREVENT B. OF P.	1	1	11
SUSPICIOUS PERSON	0	3	9
THREATEN BODILY HARM	1	1	6
D.O.A.	0	0	1
MURDER	0	0	0
CRIMINAL ARRESTS	2	10	67
PUBLIC ASSIST	5	8	38
ASSIST OTHER DEPT.	12	12	90
OTHER	57	9	139
TOTAL	107	73	587

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>	141	322	1,251
<u>D.U.I.</u>	0	0	3
<u>VEHICLES TAGGED</u>	0	2	2
<u>VEHICLES TOWED</u>	1	1	11
<u>PARKING VIOLATIONS</u>	0	2	3
<u>TOTAL</u>	142	327	1,270

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>	3	3	21
<u>PERSONAL INJURY</u>	0	0	4
<u>FATAL ACCIDENTS</u>	0	0	0
<u>INDUSTRIAL</u>	0	0	0
<u>TOTAL</u>	3	3	25

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

VEHICLE INFORMATION

<u>DESCRIPTION</u>	<u>THIS MONTH</u>	<u>PREVIOUS YEAR</u>	<u>YEAR TO DATE</u>
<u>TOTAL MILEAGE</u>	2,396	5,418	24,520
<u>FUEL</u>	253 GAL.	513 GAL.	2,117
<u>MAINTENANCE</u>	\$ 39.90	\$ 392.26	\$ 1,161.87

Commissioners of Bridgeville

101 NORTH MAIN STREET
BRIDGEVILLE, DELAWARE 19933

W.W.T.P. MONTHLY REPORT JUNE, 1997

Average Daily Flow: .163 mgld.
Total Monthly Flow: 4.894 mg
Maximum Daily Flow: .226 mgld.

N.P.D.E.S. Violations

No Violations

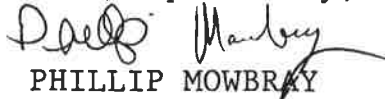
Septic Haulers Report

Number of Haulers: 2
Total Gallons Dumped 94,000 gals.
Total Revenue Received: \$3,290.00

On Going Projects

1. SLUDGE DISPOSAL: No progress. The sludge user is trying to get a different application rate from D.N.R.E.C.
2. WWTP UPGRADE: Progress meeting was held on Friday, July 11, 1997, at the Town Hall. Next meeting scheduled for August 1, 1997 at 9:00 a.m. at the Town Hall.
3. WWTP SOLIDS REMOVAL: Consulting Engineer, Lenny Gold, is working through a federal grant awarded to Del. Tech. The grant allows Mr. Gold to help small WWTP's that are having or may have compliance problems in the near future. Mr. Gold was contacted to evaluate and make some recommendations as to our problems regarding sludge removal. Mr. Gold's report will be completed near the end of the year. But his early observations indicate that the sand drying beds currently in use are not adequate for the amount of solids being handled.

Yours respectfully,


PHILLIP MOWBRAY

ORDINANCE NO. 97-2

AN ORDINANCE TO AMEND CHAPTER 128, SECTION 1 OF THE CODE OF THE TOWN OF BRIDGEVILLE RELATING TO SCHEDULE OF CHARGES AND FEES OF THE COMMUNITY SEWER OF THE TOWN OF BRIDGEVILLE

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

Section 1: That Section 128-1, Chapter 128, relating to the schedule of charges of fees of the community sewer of the Town of Bridgeville be amended by deleting the following:

"F. For all sewer connections on the sewer line from the Bridgeville Mall Limited Partnership, there shall be a sewer tapping fee of [ONE THOUSAND FIVE HUNDRED DOLLARS (\$1,500.00)] per equivalent dwelling unit."

and substituting in lieu thereof the following:

"F. For all sewer connections on the sewer line from the Bridgeville Mall Limited Partnership property, there shall be a sewer tapping fee of NINE HUNDRED DOLLARS (\$900.00) per equivalent dwelling unit.

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: _____
President

ATTEST: _____
Secretary

ADOPTED: _____



COPY

500 Market Street, P.O. Box 550, Bridgeville, DE 19933
302-337-5500, Fax 302-337-5505

July 11, 1997

Mr. Jack Dalton, Commissioner
Bridgeville Town Hall
Bridgeville, DE 19933

Dear Jack:

I have reviewed our water usage on both our city water meter and our evaporative system water meter. Since they have been installed, approximately mid April, we have used a total of 843,400 gallons of water of which 496,500 have been evaporated in our cooling tower. At this point this translates to 58 percent of our water usage has been evaporative. Since June 23rd our daily evaporative usage has averaged 8,500 gallons per day, this figure will increase during the dog days of summer.

It is due to this high number of evaporate usage, and the high cost of processed city water, that we are seeking approval to drill a well for the exclusive use of the cooling tower. This would benefit both Cannon Cold Storage and the Town of Bridgeville by conserving processed water. Should you have any other questions that I can answer, kindly give me a call.

Sincerely,

Paul E. Wolpert

PEW/kd

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
Commisisoner 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

7/14/97

Dan W. Kelly
Keith Kippel
David R. Layton

Michael Dietz
Cindy Pruitt
Eugene Pruitt
Philip Davis

June 30, 1997

Exec. Session - 9:01 A.M.

Discussed - Police

Full Time - May 16th Smith To DNER

Return To:

Reg. Session - 9:21 A.M.