

MINUTES

COMMISSIONERS OF BRIDGEVILLE JANUARY 13, 2003 - 7:00 P.M. BRIDGEVILLE TOWN HALL

I. CALL TO ORDER

The meeting was called to order by President Joseph Conaway. Present: Commissioners Margaret Sipple, Pat Correll, Earl Greason and Bill Jefferson. The meeting started with the flag salute and the Lord's Prayer.

PRESENTATIONS:

* President Conaway presented Miss Dusti Vanderwende with a Resolution from the Town recognizing her outstanding accomplishments in school and the community as well as being nominated for the Wendy's High School Heisman Award. Miss Vanderwende was named one of twelve finalists throughout the nation (six males and six females) due to her academic, community and athletic ability.

* Mrs. Angie Custer accepted a Resolution from the Town that honored her son, John Custer, who recently was appointed by the U.S. Army to Brigadier General. General Custer was a 1970 graduate of the Woodbridge High School.

* Mr. Brian Hall of the Delaware Forest Service has been working with Commissioners Sipple and Correll in establishing tree lined streets again in Bridgeville. A \$3,000 grant was given to the Town for trees to be planted on Delaware Avenue. Bridgeville received national recognition by the National Arbor Day Foundation as a Tree City USA Community. Mr. Hall presented the Town with a Tree City USA sign, flag, and certificate.

II. APPROVAL OF MINUTES

MOTION: Commissioner Correll made a motion to approve the minutes as presented. Motion was seconded by Commissioner Sipple and carried unanimously.

III. APPROVAL OF BILLS

President Conaway explained the financial statement was higher due to the payment of a new heating system for second floor of the Town Hall of approximately \$4,200. The first bill from the University of Delaware regarding the updating of the zoning ordinance was received in the amount of \$3,000. Payments are being made to reduce a bank loan that was established several years ago. MOTION: Commissioner Jefferson made a motion to pay all bills. Motion was seconded by Commissioner Sipple and carried unanimously.

IV. CORRESPONDENCE

1. The Housing Journal was received from the Delaware Housing Coalition.
2. A letter was received from Comcast announcing that Mr. Jim Francisco has been named Vice President and General Manager.
3. The newsletter from DNREC was received.
4. A letter was received from the State of Delaware Quality Award Program inviting the Commissioners to the Award's Banquet on February 13, 2003. This year's winner is W.L. Gore.
5. A letter was received from the Delaware 4-H Foundation regarding financial support. No action taken.

V. DEPARTMENT REPORTS

* Written reports available.

1. WATER- Repairs were made to a water main break on William and Walnut Streets on December 30th and 31st. Total repair cost was \$733.85. President Conaway congratulated Doug Jones, Rick Passwaters, and Phillip Mowbray for a job well done on the repair of the water line break. The new truck chassis arrived and Meadows Hydraulic is ready to install.

2. WASTEWATER-This is the 51st consecutive month without an NPDES violation. There are some pump problems at the lift station at the Bridgeville Mall.

3. POLICE-There were 22 applications received for the two positions available on the police force with five candidates interviewed. MOTION: Commissioner Jefferson made a motion to hire Adam Hitchens and Christopher Story. Both candidates will attend the police academy starting February 3, 2003. The motion was seconded by Commissioner Greason and carried unanimously.

President Conaway explained the Commission budgeted for a fifth policeman. Through the efforts of Senator Joe Bidden the Town was able to obtain a 75% grant which allowed the hiring of a sixth policeman. The Commission will not increase the size of the police force until there are more residents.

The Commissioners were given a report pertaining to the cost of converting the empty visitor's center to the state police barracks. The cost would be approximately three million dollars. President Conaway explained this will probably lead to the construction of the intersection. Once the service roads are open, the people of Bridgeville will be able to avoid the intersection at Rt. 404 and 13. The county would like to place a paramedic station in that area as well.

MOTION: Commissioner Jefferson made a motion to purchase a new police vehicle for a cost of \$21,700. Breakdown: Budgeted-\$12,700 and Criminal Justice grant, \$8,889. Chief Parsons is working on another grant which might cover the balance of the vehicle cost. Chief Parsons' police vehicle will be placed on the road as a regular patrol car, and Chief Parsons will take the 1995 model vehicle for his police use. Motion was seconded by Commissioner Greason and carried unanimously. President Conaway explained the vehicle is being purchased through the state purchase program so the bid process is being honored.

Commissioner Jefferson submitted the police department job descriptions with the changes which include descriptions for lieutenants and captains. In the near future the Commissioners will be reviewing the job descriptions with the appropriate employee.

VI. OLD BUSINESS

1. With money from the Suburban Street Aid Fund through the efforts Senator Thurman Adams, Jr. and Rep. Ben Ewing, the Town will be able to complete 24 street related projects with a cost of \$162,630. Due to a water main break money will be needed for the street repair at Walnut and William Streets.

President Conaway stated some changes will be made from the original project list submitted. After receiving an estimate to pave the road on the south side of the football field, the Commission will have to decide about continuing with that project or drop it for this year. President Conaway suggested #4 become administrative and specs for \$15,500; the concrete replacement on Walnut Street will be \$9,500 (\$26,000).

The concrete replacement at Walnut and William Streets will be \$9,500. Commissioner Sipple stated the \$4,500 listed for sidewalk repairs in front of the post office might be able to be eliminated due to the owner repairing the sidewalk. The total cost for the street improvement project is \$162,630. Specifications will be developed and introduced for bids. MOTION: Commissioner Correll made a motion to proceed with the street project as presented and submit the project to the Department of Transportation for funding. Motion was seconded by Commissioner Sipple and carried unanimously.

VII. NEW BUSINESS

1. Mr. Dennis Schrader, Town Solicitor, was unable to prepare the ordinance regarding deteriorating and dilapidated buildings but hopefully it will be ready for the February meeting.

2. A letter of request from Mr. Steve West, Plant Manager for AgriLink Foods, was discussed. The request pertained to an adjustment to the sewer usage billing for the facility. The current bill is based on 77,560 gallons per month, which yields \$461.65 in charges. Because of lower production and recent lay-offs the operation usage is much less. There are currently eight employees for twelve months and could be up to 47 employees working for four months. Mr. Jones will calculate the figures based upon the existing ordinance and bill AgriLink accordingly. Approximate cost will be \$1,000 a year.

3. President Conaway presented an ordinance amendment to Chapter 234 of the Code Book relating to zoning by adding a section which shall be known as "Agricultural Industrial Overlay Zone". This insures any agriculture lands within the limits of Town and in the growth areas would be protected and encouraged to be used as agricultural use. This zone would give Town the opportunity not to go through an elaborate rezoning if the uses that the company moving in to the area wanted met the requirements of this amendment. The article does not include livestock operations close to Town. It gives the Town the opportunity to correct that rezoning to manufacturing. This article will allow control for the area without a lot of red tape. MOTION: Commissioner Jefferson made a motion to accept the introduction of the amendment but with a change in the maximum height requirement. Motion was seconded by Commissioner Correll and carried unanimously.

4. President Conaway explained the Certificate of Public Convenience and Necessity for water utilities for municipalities. Two years ago a law was passed that allowed people to exempt themselves from public utility services. Under the existing law, the Town would have to go back to the recently annexed land and ask all the property owners if they would take the Town's water service. There is a possibly

some one could say no. The other problem would be in order for us to serve that area; the Town would have to go to the Public Service Commission to ask for permission to extend our water services into that area. In 2001 the Town paid \$300 for the CPCN application. Today the application cost is \$3,000 to acquire permission to extend the water service to an area that has already asked for water service. President Conaway stated "this makes no sense". During a recent SCAT meeting, the other towns agreed to work on getting this piece of legislation amended. He proposed that Bridgeville lead the way by sending the following amendment to the state legislators, "the existing law does not apply to a municipality that has extended its boundaries by annexation as provided; and provided the municipality operates a water utility that will be extended into the annexed area, and no CPCN shall exist for the annexed territory". This amendment would exempt the Town from that \$3,000 to \$5,000 charge, and if the Town does not get the service to said area in three to five years the exemption is lost. MOTION: Commissioner Jefferson made a motion to have the above amendment introduced at the state level. Motion was seconded by Commissioner Greason and carried unanimously.

5. President Conaway and the Commission presented the State of the Town of Bridgeville (see attached). The list consist of twenty-eight accomplishments for 2002. It includes a balance budget and no fee increases. A major new subdivision was annexed into Town bringing the total incorporated acreage to 15,040 acres. Commissioner Correll thanked the employees for their help in reaching the 2002 goals.

VIII CITIZEN'S PRIVILEGE

1. Mrs. Bonnie Walls stated that since her last report regarding the Clean-Up Day two new bills were received leaving a balance to start next year's clean up with \$103.40.

2. Commissioner Sipple asked Chief Parsons to check on property on Edgewood Street which now has another resident chicken. She received a complaint regarding Chestnut Alley that people cannot see when leaving the stop sign and entering Laws Street due to parked cars. Another complaint she received pertained to cars parked on Edgewood Street where the school buses exit.

3. Mr. Rauch reported things continue to progress on the Bridgeville South project.

IX. ADJOURNMENT

MOTION: Commissioner Correll made a motion to adjourn. Motion seconded by Commissioner Jefferson and so carried.

Respectfully submitted,

Margaret W. Sipple