

## MINUTES

### COMMISSIONERS OF BRIDGEVILLE JANUARY 14 2002 - 7:00 P.M. REORGANIZATION MEETING TOWN HALL

#### I. CALL TO ORDER

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

#### SWEARING IN CEREMONY FOR THE NEWLY ELECTED COMMISSIONERS:

Judge Ellis administered the oath of office to the following:

One Year Term - Patricia Correll

Two Year Term - Margaret Sipple and Earl Greason

#### REORGANIZATION:

MOTION: Commissioner Jefferson made a motion to elect Joe Conaway as President of the Commission. Motion was seconded by Commissioner Correll and carried unanimously.

President Conaway presented the State of the Town (see attached).

MOTION: Commissioner Correll made a motion to retain the appointed names as follows:

President-Pro Tem-Bill Jefferson

Secretary-Margaret Sipple

Treasurer-Watha Hostetler

Assistant Trea.-Alma Fleetwood

Town Solicitor-Dennis Schrader

Police Commissioner-Bill Jefferson

Water/Wastewater Commissioners:

Joe Conaway, Pat Correll(water), Earl Greason (wastewater)

Street Commissioner-Margaret Sipple

Commissioner Correll will be assisting Commissioner Sipple. Motion was seconded by Commissioner Sipple and carried unanimously.

#### II. APPROVAL OF MINUTES

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

### **III. APPROVAL OF BILLS**

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

### **IV. CORRESPONDENCE**

1. A letter was received from the Delaware 4-H Foundation asking for a donation. After some discussion, the Commissioners decided to participate in the annual dinner/auction/fund raiser in the near future. Commissioner Correll will obtain the information on date, place and time.

2. An invitation was received to attend a design/build/operate workshop for major infrastructure projects. The workshop will be held at the Atlantic Sands Hotel in Rehoboth Beach on February 15, 2002.

### **V. DEPARTMENT REPORTS**

\* Written reports available.

1. Police-Chief Parsons reported two arrests were made today pertaining to violations of the Town Charter (Re: Residents of 102 N. Main Street and 505 N. Cannon Street). Chief Parsons will contact the state to discuss slow payment due the Town from traffic arrests.

Commissioner Jefferson said a special meeting will be called so the Commission will have the opportunity interview the applicants for the police officer positions. Those selected (2) will attend the fourteen week police academy.

2. Wastewater-Electric heaters have been installed in the screening building, and the new roof has been completed on the WWTP main control building. Employees attended a lecture pertaining to security at DelTech in Dover. Bridgeville was used an example of the security measures that had been set in place at the well sites since the September 11, 2001 event.

### **VI. OLD BUSINESS**

1. President Conaway thanked Mr. Bob Hunsberger of Cannon Cold Storage for their efforts in eliminating odors from their plant in the recent weeks. The Commission decided to sign the new Wastewater Discharge Permit for Cannon Cold Storage. President Conaway explained the permit does not reduce their requirements it only calculates the penalties differently.

2. A Citizen's Advisory Committee was formed last year. President Conaway reviewed last year's appointed committee names. Those members who did not attend last

year have been removed and the Commissioners are to bring names for their replacement or re-appointment to the February meeting.

3. The next "Fireside Chat" is scheduled for Tuesday, January 29, 2002 at 7:00.

## **VII. NEW BUSINESS**

1. President Conaway explained that the parcel of land that Kenny, Inc. wants to annex is not contiguous to Town. Mr. Ralph and Paul Myer do own land that is contiguous and has agreed to making application to the Town of Bridgeville to annex a portion of their land to the Town to enable Mr. Kenny to also be annexed.

After the next board meeting, President Conaway stated there will be three pieces of land ready for annexation: the school property, the Myer property and the Darb property.

The Commission accepted the letter from Mr. Robert Rider (P.O.A. for Mr. Myer) as the official annexation request.

2. President Conaway explained that the law now states that a Land Use Plan has the force of law and must be introduced as an ordinance. He presented Ordinance #A02-1, AN ORDINANCE ADOPTING A COMPREHENSIVE LAND USE PLAN FOR BRIDGEVILLE.

A letter was received January 14, 2002, from Ms. Constance Holland, Director of Office of State Planning Coordination, stating the comprehensive plan for Bridgeville is hereby certified.

The Commission will hold a public hearing on Thursday, January 24, 2002, at 7:00 PM in the Town Hall to receive comments from citizens on the Comprehensive Land Use Plan. President Conaway showed a map of the future growth area for Bridgeville.

MOTION: Commissioner Greason made a motion to introduce Ordinance #A02-1 as presented for its first reading. Motion was seconded by Commission Correll and carried unanimously.

3. Over the last six months changes have been made in the budget. President Conaway presented the budget amendment (see attached). When the Commissioners took their positions last January they stated 'until the Town got out of its financial straits' they would not take a salary. With the Town on top, there will be some changes in this line item.

MOTION: Commissioner Sipple made a motion to amend the budget as submitted. Motion was seconded by Commissioner Correll and carried unanimously.

4. President Conaway explained that Street Commissioner Sipple received \$100,000 to repair the streets of Town and the bid package will be presented in the near future. The Municipal Street Fund has a line item of \$10,000 which will be used for minor repairs and snow removal. The fire company has a need for a Motorola Mobile Radio costing \$3,102. Money for this radio would come from the capital out-lay per Rep. Ben Ewing. MOTION: Commissioner Jefferson made a motion to give the money to the fire

company for the purchase of the radio in the amount of \$3,102. Motion was seconded by Commissioner Correll and carried unanimously.

#### **VIII. CITIZEN'S PRIVILEGE**

1. Commissioner Correll asked about the two vehicles that are 'for sale' on the corner of Church and Main Streets. President Conaway said ~~two~~ letters have been sent to the owners of the property with no response. The matter has been turned over to the Town's attorney who will proceed to take the appropriate steps to have the vehicles removed.

2. Mr. Philip Davis congratulated the Commission on accomplishments that occurred last year. A special thanks went to Commissioner Correll and Mrs. Joann Conaway for getting the new Christmas lights installed on Church Street.

Commissioner Correll said she was glad to see so many people interested in the Town that took the time to vote in the recent election.

3. President Conaway explained that residents must be registered with the Town in order to vote in the Town elections. Registration can be made any week day at the Town Office. Commissioner Greason stated some people thought only one vote could be counted per household.

4. Commissioner Sipple raised the question pertaining to the date and time of the Town Election. The Charter states the election will be held the second Saturday in January with voting hours from noon until 7:00 PM. The Commission will discuss the matter at the February meeting and then present any new dates or times to our legislators.

#### **IV. ADJOURNMENT**

**MOTION:** Commissioner Correll made a motion to adjourn the meeting. Motion was seconded by Commissioner Sipple and so carried.

Respectfully Submitted,



Margaret W. Sipple  
Commission Secretary