

MINUTES

COMMISSIONERS OF BRIDGEVILLE REORGANIZATION MEETING JANUARY 15, 2001 - 7:00 P.M. TOWN HALL

I. CALL TO ORDER:

The meeting was called to order by Miss Watha Hostetler, Town Treasurer. The meeting started with a salute to the flag. Miss Hostetler introduced Judge Paul Ellis who administered the oath of office to the following newly elected Commissioners.

One Year Term - Ms. Patricia Correll

Two Year Term - Mr. William Jefferson

Two Year Term - Mr. Joseph Conaway

A quorum was present: Commissioners Margaret Sipple, Earl Greason, Pat Correll, William Jefferson and Joseph Conaway.

First order of business was to appoint an acting president to conduct the meeting.

MOTION: Commissioner Correll made a motion appoint Commissioner Conaway as acting president. Motion was seconded by Commissioner Jefferson and carried unanimously.

MOTION: Commissioner Correll nominated Commissioner Conaway for the office of president. Motion seconded by Commissioner Jefferson and carried unanimously.

MOTION: Commissioner Correll nominated Commissioner Sipple for the office of Commission secretary. Motion was seconded by Commissioner Jefferson and carried unanimously.

MOTION: Commissioner Correll nominated Watha Hostetler for the office of Town treasurer. Motion was seconded by Commissioner Jefferson and carried unanimously.

After some discussion it was decided to nominate an assistant treasurer which would allow cross training for the clerks. MOTION: Commissioner Jefferson nominate Alma Fleetwood as the assistant town treasurer. Motion was seconded by Commissioner Correll and carried unanimously.

MOTION: Commissioner Correll made a motion to hire Mr. Dennis Schrader, Esq. as the Town Solicitor. Motion was seconded by Commissioner Jefferson and so carried.

President Conaway announced his selection for the Commission's representative to the departments. Those appointed will be the contact for the individual departments should a problem need to be brought to the Commission.

Police - Commissioner Jefferson

Streets - Commissioner Sipple

President Conaway stated he believes that the water and wastewater department to be a big concern for this Town, and that one Commissioner should not have to be responsible. The following three Commissioners will be the contact source for the personnel who manage the water and wastewater systems.

Water/Wastewater - Commissioners Greason, Correll and President Conaway

President Conaway asked that record keeping procedures currently being kept be stopped if not accepted for all personnel (diaries, etc.). Only required records are to be logged.

AGENDA ADJUSTMENT:

President Conaway stated there were several items that he would like to add to the posted agenda.

1. Commission salaries
2. Council procedure as to written department reports
3. Creation of a Bridgeville Citizen Advisory Committee
4. "Fireside Chat", last Tuesday of each month
5. Replacement-Board of Adjustment
6. Hollis case

MOTION: Commissioner Jefferson made a motion to add the above items to the agenda. Motion was seconded by Commissioner Correll and carried unanimously.

II. APPROVAL OF MINUTES

MOTION: Commissioner Sipple made a motion to dispense with the reading of the December, 2000 minutes and approved as presented. Motion was seconded by Commission Jefferson and so carried.

III. APPROVAL OF MONTHLY BILLS

MOTION: Commissioner Sipple made a motion to pay the monthly bills as presented. Motion was seconded by Commissioner Greason and carried unanimously (see attached).

President Conaway stated the general fund checkbook has a balance of \$492. The general savings account has a balance of \$25,000. The Commission needs to address this situation immediately because the Town cannot continue to operate in this manner. President Conaway explained that this time last year the Town had collected \$469,000 while this year only \$361,000. This time last year expenses paid was \$550,271, and this year it is \$511,523 which shows the Town is spending at a deficit double of last year by \$150,000.

IV. PRESIDENT'S REPORT

A. CORRESPONDENCE

1. A letter was received from the Senior Center requesting permission to park their van in the police department parking lot at nights and on weekends with no responsibility to the Town. Request granted.
2. A thank you note was received from Alma Fleetwood for the flowers received from the Commissioners and employees while she was out with knee surgery.
3. A certificate of appreciation was received from the Bureau of Census.

AGENDA ADDITIONS:

1. President Conaway stated the three new Commissioners made a pledge to forgo any Commission salaries and would like to give the other two Commissioners the same opportunity. Salaries for the Commissioners are \$800 yearly with the president receiving \$1200. MOTION: Commissioner Jefferson made a motion to allow any Commissioner who would like to place his name on the list to forgo their salaries while the Town is under a financial situation. Motion was seconded by Commissioner Correll. Commissioner Sipple said she resented the fact that this matter was discussed publicly. After much discussion Commissioners Sipple and Greason decided not to forgo their salaries. Names added to motion were: Commissioners Conaway, Correll and Jefferson. Motion was carried as follows:

Yes - Commissioner Conaway, Correll and Jefferson

No - Commissioner Greason

Abstained - Commissioner Sipple

2. President Conaway stated all the monthly reports are prepared by the department heads and are available for the public. Only items of importance should be brought to the attention of the Commission during the department reports.

3. President Conaway stated the Commission believes the citizens of Town should have a hand in running this government. A suggestion was made that a Citizens Advisory Committee be formed. Each Commissioner would appoint three members to the committee(total of fifteen members). This committee would bring ideas or criticisms to the Commission for review. MOTION: Commissioner Correll made a motion to create a Citizens Advisory Committee for the Town of Bridgeville. Motion was seconded by Commissioner Jefferson. Commissioner Greason reported the Planning Commission has been making plans for the long-term outlook for the Town, and they have received input from citizens of the community. Motion was carried unanimously.

4. President Conaway said the citizens of this Town should have another opportunity to express concerns or views besides the "citizen's privilege" segment at the formal monthly Commission meetings. A "Fireside Chat" would allow citizens to come forth with either one Commissioner or all in an informal setting. President Conaway suggested the last Tuesday of each month be set up for this informal setting. The first "Fireside Chat" is scheduled for January 30, 2001 at 7:00 p.m. If the people state they would like it held at another time then the Commission will try to accommodate the citizen's needs. No town business will be discussed and the Commission will not be in session.

5. President Conaway explained that since Ms. Correll was elected to Commissioner it leaves a vacancy on the Board of Adjustment which needs to be filled. MOTION: Commissioner Correll made a motion to nominate Mrs. Pam Slater. Motion was seconded by Commissioner Jefferson and carried unanimously.

6. President Conaway explained that when the new sewer lines were installed several years ago the line going to the home of Mrs. Betty Hollis was never connected. Mrs. Hollis continued to pay her monthly water/sewer bill to the Town but recently found that her line was never connected to the system. The Town recently made settlement with her but not to her complete satisfaction. President Conaway will be going back to see what was agreed upon and what was done in order to avoid any further problems with this matter.

B. DEPARTMENT REPORTS

1. Police-(see attached) report accepted as submitted by Chief Allen Parsons.

2. Drinking Water-(see attached) report accepted as submitted by Department Supervisor, Mr. Doug Jones.

3. Wastewater-(see attached) Commissioner Greason reported the average daily wastewater flow was .194 million gallons. Total monthly flow was 6.019 million gallons. The plant has operated with no violations for 27 consecutive months. There were three septic haulers for a revenue of \$2,060. Commissioner Greason explained a new pump was recently installed which added to the efficiency of our septic intake.

Commissioner Greason stated we are not in line with other WWTP concerning septic hauler charges, but it takes a charter change to do so.

President Conaway asked Commissioner Greason to set up a meeting with representatives from Pet Poultry Products in the very near future. Those who will also be in attendance are Commissioners Correll and Conaway, Mr. Mowbray, and Mr. Jones.

The construction of the new pre-treatment equipment at Cannon Cold Storage is complete, and they have resumed discharging into the Town sewer system. The new Cannon Cold Storage discharge permit is still under negotiation, but it needs to be signed as soon as possible. Commissioner Greason said the Town might need to discuss the discharge permit with Cannon Cold Storage.

Commissioner Greason reported that during the fourth quarter last year we received an increase in flow from Greenwood (41% of our flow is from Greenwood).

4. Streets-Commissioner Sipple reported the paving company stopped working on the sidewalks due to the cold weather. The Town will not be receiving any additional funds for sidewalk improvements from Rep. Ben Ewing until June, 2001. Commissioner Sipple reported a piece of newly paved street fell in around a storm drain on the corner of N. Laws and John Streets.

V. OLD BUSINESS

1. President Conaway presented the lease agreement that was signed last month with the Bowie Town Medical Practice (Dr. Rajan Sood). Discussion was held on paragraph three of the agreement regarding the renovations of the building. It seems the agreement states the renter will have to provide heat and air conditioning and other improvements to the specifications of the Commission. The Commissioners agreed to send a letter to Dr. Sood to clarify the agreement as it is presented.

VI. NEW BUSINESS

1. A letter was received from the Union United Methodist Church requesting a tax release from the property located at 1 N. Laws Street. The property is currently housing the youth minister and not being used as a rental property as in the past. Commissioners agreed that as long as the property is being used for church activities the property would be tax exempt.

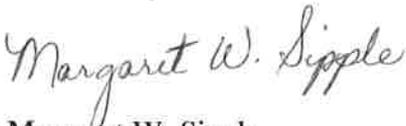
VII. CITIZEN'S PRIVILEGE

1. Mr. Bob Slater congratulated the new Commissioners.

VIII. ADJOURNMENT

MOTION: Commissioner Sipple made a motion to adjourn the meeting at 8:15 pm. Motion was seconded by Commissioner Greason and so carried.

Respectfully Submitted,



Margaret W. Sipple
Commission Secretary