

MINUTES

COMMISSIONERS OF BRIDGEVILLE AUGUST 8, 2005 - 7:00 P.M. TOWN HALL

I. CALL TO ORDER

The meeting was called to order by President Joseph Conaway at 7:00 P.M. Present: Commissioners Margaret Sipple, Patricia Correll, William Jefferson and Town Manager Bonnie Walls. The meeting started with the flag salute and Lord's Prayer.

II. QUORUM PRESENT

President Conaway reported that despite the absence of Commissioner Earl Greason, a quorum was present to conduct the business of the Town of Bridgeville. (Commissioner Greason arrived at 7:02 P.M.)

III. APPROVAL OF MINUTES

Minutes of the regular board meeting held on July 11, 2005 were presented for adoption. Commissioner Correll made a motion to accept the minutes as presented. Commissioner Sipple seconded the motion. Motion carried

IV. SANCTUARY FOR KIDS PARK

Reverend Gary Tulak of Union United Methodist Church presented concerns regarding the playground. The property was originally leased to the Town for use as a playground. Currently there is no active committee administrating the playground and its maintenance needs. Reverend Tulak has compiled a list of community/church individuals who are willing to serve on a committee and came to the Commissioners for guidance regarding the direction to take to meet the long-term needs of the facility. President Conaway stated none of the current Commissioners were a part of the Town government when the playground was built, but he remembered the organization of a committee at the playground's inception and everyone assumed the committee would continue on without direction from the Commissioners. As often happens, parents' interests wane and their children grow up. In 2003 Commissioner Jefferson met with community individuals and since has accomplished some needed repairs to the playground.

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The Commissioners recommended that Reverend Tulak and Commissioner Jefferson serve as acting chairmen and call a meeting of those willing to serve on a Sanctuary for Kids Committee on August 24, 2005, Union United Methodist Church, at 7:00 P.M. It was recommended that Town Manager Bonnie Walls attend the meeting as well, in anticipation of a time when the Town must become more integrally involved in administrating the playground.

Reverend Tulak questioned who the responsible party for the checking account should be. Currently the account is in the name of Sanctuary for Kids and being sent to Union United Methodist Church. President Conaway recommended that the committee make that determination. Commissioner Correll compared the 20 year playground lease to the lease agreements we are making with several churches in town regarding public use of their parking lots. Her recommendation was that whatever agreement and arrangements are made with the churches should dictate how we deal with the playground.

Reverend Tulak questioned whether there is insurance on the playground and the Commissioners assured him that there is insurance.

Police Chief Parsons remarked that patrols are made of the playground and additional lights have been added to deter improper use of the playground. President Conaway recommended that Town Manager Walls contact Delmarva Power to assess the lighting situation at the playground.

Commissioner Jefferson recommended that the playground be off-limits from dusk to dawn. The Commissioners agreed that signs should be installed to that effect, making police patrolling easier. Commissioner Correll had heard a recommendation that a fence be installed around the playground, it was agreed that it would inhibit even the proper use of the facility. The Commissioners thanked Reverend Tulak for his time and for bringing the situation to the town's attention.

At this time, President Conaway introduced his son and granddaughter to the attendees, who were visiting before his son is deployed to Iraq.

V. LIBRARY REQUEST FOR CARNIVAL NIGHT

Director of the Bridgeville Public Library, Carol Gasior, requested permission for the Apple-Scrapple Carnival to open for an additional night, Town Family Night, on Thursday, October 6 from 4 P.M. - 9 P.M. This would provide a financial cushion in case of rain on Apple-Scrapple days, or additional revenue for the library. There is significant expense in Carnival set-up and approvals. President Conaway and Police Chief Parsons agreed that Railroad Avenue would close for safety purposes and our insurance agent must be advised for

additional coverage. Commissioner Greason expressed concern regarding parking for the extra night. During the festival special parking is provided on the edge of town. Would Town parking be a problem? Mrs. Gasior responded there would only be local advertising with an effort to draw Bridgeville families with a "pay-one-price" for the evening. A large crowd is not expected. A motion was made by Commissioner Sipple to allow the library to add a Carnival Night on Thursday, October 6. Commissioner Greason seconded the motion. Motion carried.

VI. CORRESPONDENCE

Town Manager Walls reported a notice was received from the Delaware Department of Transportation advising of a Delaware Capitol Transportation Program Meeting. The Sussex County meeting is scheduled at the Delaware Department of Transportation Georgetown Administration Building, Dupont Highway, on September 8. The workshop session begins at 6:00 P.M. and the auditorium session begins at 7:00 P.M. This is a meeting to discuss capital improvement projects.

Town Manager Walls reported a Thank You note was received from Blake Moore's family thanking the Town for honoring Blake and his homecoming from Iraq.

Town Manager Walls reported the receipt of a letter from Roberta and Frank Imbragulio, 108 Jacobs Avenue. During Flag Week and Father's Day they placed a small flag in the yards of all their neighbors on Jacobs Avenue. This was to honor Mr. Joe Wheatley, a neighbor and former prisoner of war. The Town appreciates their efforts and sent a thank you note.

Town Manager Walls acknowledged a card from Code Enforcement Constable Jack Kimlel, thanking the Commissioners and Town employees for phone calls, flowers and prayers of concern during his recent hospitalization. He has improved and is back to work.

A notice was received from the Delaware State Housing Authority advising they were honored with the 10th consecutive National Accounting and Financial Reporting Award.

The House of Refuge Deliverance Tabernacle, Inc. and Pastors Dwayne and Vanessa Roach have sent a flyer regarding a Super Saturday - Back to School Bash on Saturday, August 26, at Laverty Lane from 10:00 A.M. - 2:00 P.M.

The Department of Natural Resources and Environmental Control July monthly report is available for review.

VII. APPROVAL OF FINANCIAL REPORTS AND BILLS PAYABLE

Finance Director Savage reported on the close of Fiscal Year 2005. All bills have been received and he can now report that there are carryover funds (or surplus) of \$113,725.00 to bring into the new budget year. Mr. Savage presented the monthly financial reports and bills payable for approval. Accounts payable for August total \$51,527.00, added to the payroll, health insurance and utility bills for a total of \$103,227.00. Mr. Savage advised the bill from Athletic World Advertising is for fall sports calendar school advertising; the Bay Health bill covers physicals for our police recruits; and Carus is a new company Water Superintendent Jones has found for purchasing less expensive chemicals. The Davis, Bowen and Friedel billing of over \$27,000.00 will be split between the Town and Heritage Shores; the Town's portion is only \$9,300.00. The General Code bill is for code updates in fiscal year '05. The National Waterworks bill is for water meters at Heritage Shores. Commissioner Sipple asked for clarification concerning Heritage Shores water meters. Each home will have 2 water meters, one for the home and the other for irrigation. Commissioner Correll made a motion to pay the bills as presented and to accept the financial reports and Commissioner Sipple seconded the motion. Motion carried.

President Conaway reported the first installment of the \$500,000.00 fee we charged the Heritage Shores developer to issue the Special Tax District Bonds (first in Delaware history), has been received in the amount of \$348,337.87. These monies will cover expenses the Town has incurred due to the Heritage Shores development. The amount owed to the Town is \$1.6 million. \$700,000.00 of that amount will be set aside for a new library. Library Director Carol Gasior is pursuing grant money to increase the library fund. This month the town has received \$708,000.00 in revenue, which is almost 40% of the FY-05 budget.

VIII. DEPARTMENT HEAD REPORTS

President Conaway and Mr. Savage commented that one family has moved into Heritage Shores. There have been three settlements as of this date, with three more scheduled this month.

Wastewater Superintendent Mowbray reports this is the 82nd consecutive month our sewer plant has operated without an NPDES violation. Snow Hill has returned a piece of equipment borrowed from our sewer plant with a new coat of paint, a very nice gesture!

Code Enforcement Constable reports building permits totaling \$10,741.00, \$4,033.00 of which goes to Emergency Services.

Concerning the Street Department Paving Project, Commissioner Jefferson questioned whether gravel is still to be added to the edge of the blacktop in areas that have been newly paved. President Conaway did not think it was part of the contract. Town Manager Walls will check with Street Superintendent Passwaters concerning the situation and have him fill in with stone where needed. There is still concrete work to be done as well. President Conaway remarked there is \$400,000.00 to be released from the Delaware Department of Transportation, given to us by Senators Adams and Representative Ewing. The state does not have record that the money was given to us. Discussions continue with the state concerning that issue.

IX. CITIZEN'S PRIVILEGE

Mr. Calvin Williams of Mt. Olive Baptist Church presented a concern about local young people congregating during church services at a basketball hoop next door. This is an abandoned property and the youth are leaving trash behind and creating a disturbance. Mr. Williams has spoken to the young people to no avail. President Conaway asked Mr. Williams to continue monitoring the situation, as will Police Chief Parsons. The Police Department is currently understaffed, but will soon be able to monitor these situations better. President Conaway suggested finding the owner of the property and working to have the hoop removed. There is some concern that these are the same young people who used to congregate on Church Street and have just moved to First Street. Mr. Williams commented that the church bus has also been broken into; President Conaway encouraged the church to call the Police Department for each incident. If an eyewitness is fearful about identifying individuals in a situation, the church is encouraged to call Mr. Les Williams and he will present the matter to Town officials.

Mr. Les Williams identified a problem with pit bull dogs running around town in a group. Mr. Williams will contact Town Manager Walls with details so that the S.P.C.A. can handle the matter.

Mt. Olive Baptist Church has erroneously received property tax bills. Finance Director Savage will address the matter and reimburse the church if necessary.

A representative from C.H. Foggie AME Zion Church on Federalsburg Road invited the Commissioners and Town residents to a Free Car Wash at the church on August 27. The Town will display a poster. The church is also trying to locate a former trustee of the Church of God (previous owners of the property) to help locate water and sewer lines. The Commissioners made several suggestions, including Russell Layton in Greenwood, The Church of God itself (now on Rt. 404) and the Wastewater Management office in Georgetown.

X. TOWN MANAGER'S REPORT

Town Manager Walls advised the Delaware Solid Waste Authority raised rates in July from \$58.50 to \$61.50 per ton. M-T Trash will increase their rate by \$.39 per unit. There is no increase to the taxpayer; the Town will absorb the increase.

The Delaware Summer Youth Program ended Friday, August 5th. Miss Amanda Arrington, a junior at Woodbridge High School worked for the Town. Town Manager Walls thanked Amanda for an excellent job; she was a good worker, willing to do any job given to her.

The Town held its first National Night Out on Tuesday, August 2, with approximately 90 youth attending. A variety of activities were available. Police Chief Parsons performed photo identification and finger printing and John Tomeski represented the Fire Company, providing a 911 Display Center for the children. Officer Hitchens allowed the children to blow the siren on the police car. Coloring books and crayons were handed out to participants and refreshments were served. Town Manager Walls commented it was very well done for a first effort. She thanked Chief Parsons for his leadership. The Town may consider hosting the event on a different night next year to offer additional activities for the event. There are many excellent safety activities which were already booked in other communities.

Town Manager Walls reminded the Commissioners of a meeting on Tuesday, August 9, with the Woodbridge School District and Police Interviews on Monday, August 15.

XI. OLD BUSINESS

A. Elevated Storage Tank / Water Supply Recommendations

Engineers Davis, Bowen & Friedel have made recommendations for the choice of contractors to be used for the Heritage Shores Elevated Storage Tank and Water Supply Projects. The developer, Mr. Rocks, will bid the project and see it through completely. These companies will be building these projects per Town specifications at the developer's expense.

For the Water Supply project our engineers' recommended bidder is A.C. Schultes with a bid of \$1,295,890.00. Commissioner Correll made a motion to recommend A.C. Schultes to the developer. Commissioner Sipple seconded the motion. Motion carried. President Conaway abstained from voting.

Davis, Bowen & Friedel has recommended that the Elevated Storage Tank project be awarded to Caldwell Tanks, Inc. with a bid of \$1,068,500.00. Commissioner Correll made a motion to recommend Caldwell Tanks, Inc. to the developer. Commissioner Jefferson seconded the motion. Motion carried. These two recommendations will be forwarded to the developer, Allen & Rocks, Inc. President Conaway commented this system will be given to the Town at the end of the project, allowing two towers to service the Town water needs.

B. Delaware Drinking Water State Revolving Fund Loan Binding Commitment Offer

At the July Commission meeting the Town considered a binding commitment offer for water main replacement on Walnut Street totaling \$415,000. Discussion centered on the additional work that should be accomplished in addition to the water main replacement. Town Manager Walls presented an estimate of the complete work to the Commissioners for their consideration in the amount of \$1,025,000.00. Town Manager Walls recommended that the Commissioners sign the binding commitment offer and postpone the additional work until sometime in the future. President Conaway recommended that the Town not go forward with any of this project, but first develop a capital budget including all the streets which need this same work accomplished, along with other projects. When the monies begin to flow and the Town has sufficient surplus, we can address these needs and others like it. Commissioner Sipple questioned a past leak in Walnut Street. President Conaway responded the leak was where two lines came together. The work does need to be done; however, the Town is not healthy enough for a million dollar project at this time. As clarification, many of the streets have had these improvements accomplished; however there are several streets yet to be done. Commissioner Jefferson made a motion to reject the binding commitment offer and table the request until a capital program is set up. Commissioner Correll seconded the motion. Motion carried.

C. Proposal for Phase I Wastewater Treatment Plant Improvements and Spray Irrigation Site

Engineers Davis, Bowen & Friedel have submitted a proposal for Phase I of the above project in the amount of \$247,680.00. This is the contract that will lead to extending our sewer line from its present location to our property on Apple Tree Road. It will include designing the wastewater system, the large storage lagoons, the pump stations, etc. and will bring our capacity from 300,000 to 530,000-578,000 gallons. At Phase II we will be at 880,000 gallons of sewage. This project is covered by loans and grants. It is a capital project in the amount of \$3,542,000.00, voted on by the people of Bridgeville in September of 2003. It will be a state-of-the-art plant and could bring additional opportunities to the Town in the future. Commissioner Jefferson made a motion to accept the bid and Commissioner Greason seconded the motion. Motion carried.

XII. NEW BUSINESS

Town Manager Wall received notification from the Department of Agriculture through the Forestry Council that the Town is the recipient of \$1,500.00 for Tree Planting. The location is yet to be determined.

President Conaway submitted a letter received by the Commissioners from a number of businesses in the 100-200 block of Market Street concerning the breaking of storefront windows and vehicle windows at their properties. Four of these incidents have been reported to the Police Department. The letter suggested a solution of removing the landscaping stones and railroad ties from the parking lot on Market Street. The purpose of the stones was to make the area attractive and reduce maintenance for the Public Works Department. President Conaway suggested that the problem is young people that need to be controlled. The Town is working on that issue. We should not "give in" and remove the ammunition, but seek to identify and deal with the vandals themselves. The Commission encourages all incidents be reported to the Police Department.

President Conaway advised a letter was received from Delaware Secretary of Transportation Haywood concerning the delay of the Routes 404 and 13 intersections. Chief Parsons commented the possibility of this project going forward, as funds have been sought from the federal government. There was no consensus among those present as to whether these new funds would affect this particular highway project.

At the urging of the New Castle County Council, the Town Of Bridgeville considered:
"A RESOLUTION URGING THE FEDERAL BASE REALIGNMENT AND CLOSURE COMMISSION TO REMOVE THE DELAWARE NATIONAL GUARD BASE IN NEW CASTLE COUNTY FROM CLOSURE CONSIDERATION."

President Conaway related the impact of a possible closing on our state. He mentioned a local young man, currently in Iraq, whose home base is the New Castle National Guard Base. Commissioner Sipple commented in 1954 her brother attended the Air Force Academy entering through the Air National Guard in New Castle County. He is now a retired colonel from the U.S. Air Force. Commissioner Greason added that his son is with the Civil Air Patrol based in Georgetown and the Air National Guard cooperates and participates in their training. These young people are being trained for future military, government and community service and the National Guard Base in New Castle County is integral to their future involvement in our country's safety. Commissioner Jefferson moved that we adopt the Resolution and Commissioner Sipple seconded the motion. Motion carried.

Police Chief Parsons reported receipt of allocations for FY-06 regarding grants. The grant from State Aid to Local Law Enforcement in the amount of \$4,960.26 is for equipment and the grant from the Illegal Drug Enforcement program in the amount of \$4,017.98 is for overtime. Commissioner Jefferson made a motion to apply for the two grants and Commissioner Correll seconded the motion. Motion carried.

Commissioner Jefferson spoke on behalf of the Commissioners and residents of Bridgeville thanking Joseph Conaway, U.S. Army, for the job he has done and for his continuing work protecting our country. All attendees stood to applaud and recognize Mr. Conaway.

XIII. ADJOURNMENT

Commissioner Correll made a motion to adjourn the meeting. Commissioner Jefferson seconded the motion. Meeting was adjourned at 8:22 P.M.

Respectfully submitted by:

Margaret W. Sipple
Margaret W. Sipple, Commission Secretary

Peggy Smith
Peggy Smith, Transcriptionist