

## **MINUTES**

### **COMMISSIONERS OF BRIDGEVILLE SEPTEMBER 10, 2007 – 6:30 P.M. TOWN HALL**

#### **I. CALL TO ORDER**

The meeting was called to order by President Joseph Conaway at 6:30 P.M. Present: Commissioners Patricia Correll, Margaret Sipple, Earl Greason, William Jefferson and Town Manager Bonnie Walls.

#### **II. QUORUM PRESENT**

President Conaway reported a quorum was present to conduct the business of the Town of Bridgeville.

#### **III. EXECUTIVE SESSION – DISCUSSION OF PROPOSED SITE ACQUISITION FOR CAPITAL IMPROVEMENTS PROJECT / BRIDGEVILLE-GREENWOOD AGREEMENT NEGOTIATIONS**

Commissioner Jefferson made a motion for the Commissioners to go into Executive Session. Commissioner Correll seconded the motion. Motion carried. The Commissioners went into Executive Session at 6:30 P.M. and returned to the general session at 7:22 P.M. President Conaway advised no action was taken on the agenda items discussed, as action must be taken in the public session. He reported the Commissioners discussed the possibility of land acquisition, continued negotiations with the Town of Greenwood and the movement of the proposed Bridgeville Library to a site that the Commissioners believe is better suited for the library on S. Cannon St.

The meeting continued with the Flag Salute and Lord's Prayer.

#### **IV. APPROVAL OF MINUTES**

Minutes from the August 6, 2007 special meeting of the Commissioners and from the August 13, 2007 monthly Commission meeting were presented for approval. Commissioner Correll made a motion to approve the minutes as presented. Commissioner Sipple seconded the motion. Motion carried.

#### **V. SPECIAL RECOGNITION OF PATROLMAN ROBERT BRODE**

President Conaway reported on the heroic actions of Patrolman Robert Brode on August 27, 2007. Officer Brode was the first on site from a 911 ambulance call concerning Gage Trice, a 3-year old child who was unresponsive from choking. Officer Brode dislodged the food in his mouth and the child quickly recovered. There was no doubt in the mind of EMS technician,

Greg Bell, that Officer Brode's quick response saved the boy's life. The Commissioners presented a Life Saving Commendation to Patrolman Robert Brode and thanked him for his efforts and his professionalism.

## **VI. CORRESPONDENCE**

Town Manager Walls reported a thank you note was received from the Willey family regarding flowers sent in remembrance of Hildred Collins, a resident and former part time employee.

A thank you note was also received from the Boys and Girls Club for a \$100 donation from the Commissioners for their annual Bowl-a-thon.

The Comcast 2006 Report to the Community is available for review.

## **VII. APPROVAL OF FINANCIAL STATEMENTS AND BILLS PAYABLE**

Finance Director Savage directed the Commissioners to the Balance Sheet. (Please note all figures are rounded.) The escrow accounts stand at \$420,000 and have not changed from last month's report due to the fact that monthly bank statements have not yet been received. There is \$613,000 in the money market account and \$116,000 in the general fund. On the Accounts Payable there is a bill from Daisy Construction for over \$600,000. Finance Director Savage advised we will be reimbursed for this bill through the loan for the treatment plant upgrades. The Town's quarterly debt service is due for the United States Department of Agriculture water / wastewater improvements in 1990 and 1996. There is a Dell bill involving a police grant of \$7,031 for new computers for police vehicles. The Town was responsible for only about \$120 of the computers. The Zober bill is for comminutor repairs, an unbudgeted item. Commissioner Correll made a motion to pay the bills as presented. Commissioner Sipple seconded the motion. Motion carried.

## **VIII. DEPARTMENT HEAD REPORTS**

President Conaway reported Street Superintendent Passwaters returned to work today after being in the hospital and recuperating for two weeks. A new monthly report is available starting tonight from the Director of Public Safety. There were no NPDES violations at the wastewater treatment plant this month.

## **IX. CITIZEN'S PRIVILEGE**

There were no comments or concerns from the citizens of Bridgeville.

## **X. TOWN MANAGER'S REPORT**

Town Manager Walls reported that interviews were held for the part time secretarial position at the Town office. Mrs. Karin Flowers from Bridgeville was selected to fill the position and began employment today.

The Commissioners held a meeting with the Police Department to discuss a number of concerns including speeding, foot patrols, loud noise, following the established chain of command and effective communication, salaries, enforcement of the curfew ordinance, checking businesses after hours and the importance of the phone system directing all calls after regular business hours to the officer on duty. The Commissioners felt it was a worthwhile meeting.

President Conaway and Town Manager Walls attended a Nemours Health and Prevention Services meeting concerning the 5 – 2 – 1 Almost None Program implemented two years ago. Nemour's drive for excellence in health promotion and disease prevention in the area of children's health has clearly made headlines. Places where children live, learn and play are eliminating soft drinks and providing nutritious snack choices; Towns have instituted physical activities for their residents and ads are running on television and in newspapers for the program. Bridgeville will continue to host a walk for health and the school district has opened their track for walking. There is still a long way to go and the program encourages everyone's involvement for the health of our children. Parents need to be educated for the health of their children. (5 – servings of fruits and vegetables; 2 – limit children to no more than 2 hours a day of television; 1 – physical activity a child should have each day; and almost none stands for staying away from sugary soft drinks.)

The Community Yard Sale is scheduled for September 22<sup>nd</sup> beginning at 7:00 a.m. Town Manager Walls suggested that residents consider donating leftover items to the new Goodwill store in Bridgeville. Clean Up Day will be held on September 29<sup>th</sup>. Items for pick up must be curbside by 6:00 a.m. M-T Trash will only go down each street once.

A very successful National Night Out was held on Wednesday, August 22<sup>nd</sup>. The Delaware First State Force Band performed an outstanding concert. The Office of Highway Safety was also in attendance with handouts for every age group. McGruff the Crime Dog, who was celebrating his birthday, was kind enough to pay a visit to the event. Town Manager Walls expressed thanks to all businesses, individuals and civic groups who made a contribution to our third annual celebration. She also expressed her personal thanks to Chief Parsons, Public Safety Director Chaffinch and the officers for a job well done. Commissioner Jefferson added that the event was very well planned and executed.

Street banners have been purchased (13) and will be displayed in the near future. The first group of banners will be placed on Market and Main Streets.

As President Conaway mentioned earlier, Street Superintendent Passwaters was hospitalized on Monday, August 27<sup>th</sup>. He has now returned to work and is doing much better. The Town missed him and is glad to have him back.

The Time and Temperature Clock previously displayed at Mercantile Peninsula Bank was generously given to the Town. We will be exploring costs to have it repaired and installed.

Town Manager Walls has spoken with representatives from the Delaware Department of Transportation regarding lane lines on Railroad Avenue and any needs at the intersection of Wilson Farm Road and Railroad Avenue. DelDOT has not yet come to any decisions after their traffic study of the area. Town Manager Walls was advised they might have a decision later this week.

Town Manager Walls reminded all attendees that a Referendum Vote is scheduled for September 12<sup>th</sup> from 10:00 a.m. to 2:00 p.m. at the Town office. The vote is to approve or disapprove the borrowing by the Commissioners a sum not to exceed \$415,000 for upgrades to the Town's Wastewater Treatment Plant; and to approve or disapprove the borrowing by the Commissioners a sum not to exceed \$2,658,000 to provide interim financing in anticipation of receipt of permanent loan and grant proceeds for upgrades to the Town's Wastewater Treatment Plant. Voting eligibility includes all residents 18 years of age, property owners, and partnerships/corporations owning property in Town limits.

## **XI. OLD BUSINESS**

### **A. Public Hearing & Second Reading of Ordinance A07-7 Relating to Addressing and Street Naming**

President Conaway advised that under the requirement of this Ordinance all houses must have numbers that clearly indicate the address of the property. The Ordinance creates a chapter in the Town Code dealing with standards for displaying numbers on all dwellings, principal buildings, businesses and industries to assist emergency services, the U.S. Post Office and residents. He also commented that the Town will not be changing to 5-digit numbers for the enhanced 911 system. President Conaway opened the Public Hearing on Ordinance A07-7 at 7:49 p.m. He advised this Ordinance was requested by the Sussex County Department of Mapping and Addressing. President Conaway asked Fire Company member Mr. Pete Stephens if the Fire Company has any concerns. Mr. Stephens advised that when the mapping program first came out it only had rural addresses; it did not have incorporated Towns in the mapping program. These have since been added. Commissioner Sipple questioned whether the Town could find help for elderly residents in installing the numbers. President Conaway mentioned the Lions Club had been contacted several years ago about possibly providing this service. Commissioner Jefferson suggested calling Mr. Brock of the Structural Tech Department at Woodbridge to assist. No comments were received from the residents. The Public Hearing was closed at 7:52 p.m. Commissioner Correll made a motion to adopt Ordinance A07-7 relating to Addressing and Street Naming. Commissioner Jefferson seconded the motion. Motion carried.

**B. Appointments to the Election Board**

President Conaway advised this agenda item is on hold. New state election laws require that a member of the Election Board follow new rules. They cannot post electioneering signs on their property and there are other restrictions as well. The Town will inform the proposed appointees of this board of the new rules and their needed compliance before appointments are made to this board.

**C. Update – Bridgeville Charity Golf Tournament**

President Conaway advised all expectations have been exceeded. The Town will continue to receive monies allowing for generous donations to be made to the Bridgeville Lions Club, the Kiwanis Foundation and the Senior Center. Registration was shut down this past Friday, as 32 teams are registered. If some sponsors are not fielding teams, the Golf Tournament Committee will add additional teams from a waiting list. The committee does not want to exceed 36 teams due to the fact that the playing time becomes too long for all golfers. Selling out in the first year is an excellent start to this new tournament. There is over \$30,000 provided by 14 sponsors. There are currently 33 tee sponsors, with the hopes there will be 40 by the time of the tournament.

**D. Dangerous Building Inspection Committee Report RE: 40 Church Street**

President Conaway introduced Commissioner Jefferson as Chairman of the Dangerous Building Committee. Commissioner Jefferson advised the two accessory buildings which are a concern at 40 Church Street are owned by Nellie Rich (deceased) at the attention of her daughter Teresa Palmer. He read a committee report on the condition of the buildings, signed by Committee members William Jefferson, John Cannon (Fire Company), Joseph Conway and Jerry Butler (Code Enforcement Constable). A copy of the report is attached to these minutes. Pictures of the 2 buildings were also available for review by the Commissioners. Commissioner Jefferson advised the committee recommended condemnation and demolition. President Conaway asked Mr. Jefferson if these structures threaten the life, health, safety or property of the public or its occupants by reason of inadequate maintenance, dilapidation, obsolescence, fire hazard, disaster, damage or abandonment, to which Mr. Jefferson responded "yes." President Conaway asked if these structures had been damaged to such an extent that they are likely to partially or completely collapse, fail, detach or dislodge, to which Mr. Jefferson responded "yes." President Conaway asked if these structures had been so damaged or had become so dilapidated or deteriorated as to become an attractive nuisance to children, or a harbor for transients, vagrants, or criminals, to which Mr. Jefferson responded "yes." President Conaway asked if these structures were unsanitary, unfit for human habitation or in such a condition that they are likely to cause sickness or disease because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, air or sanitation facilities or other cause, to which Mr. Jefferson responded "yes." President Conaway asked if these structures create a fire hazard by virtue of their condition, to which Mr. Jefferson responded "yes." President Conaway asked if these structures constitute a public nuisance as defined by law, to

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which Mr. Jefferson responded "yes." President Conaway asked if these structures have exits which do not conform to the town ordinances or any other feature which may cause a hazard to life or safety of the occupants or general public, to which Mr. Jefferson responded "yes."

The Commissioners agreed with the Dangerous Building Committee, based on the committee report, pictures presented by the committee and their own personal examination of said structures, that the structures at 40 Church Street meet the definitions of dangerous buildings; they are a hazard to life and property; they are a danger to the Town and community and should be demolished. Commissioner Jefferson made a motion to condemn the two accessory structures at 40 Church Street. Commissioner Greason seconded the motion. Motion carried. Town Manager Walls advised a Public Hearing will be held at the October 8<sup>th</sup> Commission meeting allowing the owner of the property an opportunity to appear before the Commission to give reason as to why the Town should not proceed with condemnation.

**XII. APPLE SCRAPPLE VENDOR LIST**

The Commissioners have not received an Apple Scrapple Vendor List for approval.

**XIII. ADJOURNMENT**

Commissioner Sipple made a motion to adjourn the meeting. Commissioner Correll seconded the motion. Motion carried. The meeting was adjourned at 8:03 P.M.

Respectfully submitted by:

Margaret W. Sipple  
Margaret W. Sipple, Commission Secretary

Peggy A. Smith  
Peggy A. Smith, Transcriptionist