

**MINUTES
COMMISSIONERS OF BRIDGEVILLE
DECEMBER 8, 2008 – 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 Patricia Correll, Ruth Skala, Earl Greason, William Jefferson and Town Manager Bonnie Walls. The meeting began with the Flag Salute and Lord's Prayer. President Conaway requested a moment of silence in thanks for Commissioner Jefferson's successful surgery. Commissioner Jefferson thanked everyone for their prayers and best wishes on his behalf.

II. QUORUM

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

III. APPROVAL OF MINUTES

Minutes from the November 10, 2008 monthly Commission meeting were presented for approval. Commissioner Correll made a motion to approve the minutes as presented. Commissioner Skala seconded the motion. Motion carried.

IV. CORRESPONDENCE

Town Manager Walls reported the receipt of a thank you card from Mr. Lester Williams and family for flowers sent at the death of his wife. A thank you card was also received from Mr. Dale Dukes, retiring Sussex County Councilman, thanking the Commissioners for their participation in the Night of Tribute on his behalf, as well as a gift bag from the Town.

Newsletters from Delmarva Power, the Woodbridge Elementary School and Greater Seaford Chamber of Commerce are available for review.

A letter has been received from Century 21 Tull Ramey Real Estate advising they have joined with Easter Seals in a no-cost ink cartridge recycle program that will keep our landfills clean and help Easter Seals to assist people with special needs.

A letter has been received from the Bridgeville Senior Center thanking the Commission for their donation from the Charity Golf Tournament. The money they received from this event will ensure the continuation of the meal program for homebound seniors.

A thank you letter has been received from the Bridgeville Lions Foundation for the \$9,000 donation to the club from the Charity Golf Tournament. The donation will be used to assist in offering hospital equipment, eye exams and donations to school scholarships and community organizations.

A letter has been received from Comcast advising of a rate hike in January.

V. Mr. Brad Whaley – Sussex County Community Block Grant Program Public Hearing

President Conaway introduced Mr. Brad Whaley, project manager for the Sussex County Community Block Grant Program, (CDBG) and stated the Town appreciates the monies that have come to Bridgeville through this program. The Public Hearing was opened at 7:08 P.M.; it was advertised in the Seaford Star, as required. Mr. Whaley advised the Public Hearing is being held to allow citizens of Sussex County municipalities to participate in a Community Block Grant application. Most of the funding, through the Delaware State Housing Authority, is used for rehabilitations for homeowners in the low to moderate income level; however, small infrastructure, demolition and water hook-up projects are funded to a lesser degree. This year, approximately \$2 million will be available for Kent and Sussex counties. The Town of Bridgeville has received over \$980,000 for approximately 90 projects over the past 15 years through this program. Bridgeville did not receive funding in 2008, but did receive funds in 2007 for 6 housing rehabilitations and, coupled with other funds, 3 demolitions. In order to qualify, residents must be in the low to moderate income level. Other eligibility criteria include: property must be in individual's name and not be used as a rental property; taxes must be current; home must be insured or insurable; and the homeowner must sign a non-interest bearing lien. Mr. Whaley asked for questions from the audience or the Commission. President Conaway advised the Town currently has a waiting list with ten names. Last year the CDBG applied for \$100,000 for Bridgeville. Mr. Whaley advised he does not know which Towns will receive funding this year; a review panel physically checks out the community and the specific houses requesting rehabilitation before a decision is made on funding. Mr. Leo Lynch from 106 Emily's Pintail Drive asked if the application process is through the Town or through the county? Mr. Whaley advised the CDBG applies for the Town. An individual would go directly to the county to apply and the funds would come through Bridgeville's allotment; each municipality has a separate program. The CDBG also offers a 3% loan program for property owners who are above the program's income limit. That program is also available for landlords. Town Manager Walls questioned whether there is a ceiling on demolitions. Mr. Whaley advised the preferred price range for a demolition is \$15,000. Price for demolition is increasing due to the fact that fire companies are now apprehensive about burning houses and the hauling fees are increasing. Asbestos removal is another issue in rising costs. Commissioner Correll questioned a property that has been on the list since 2005. Mr. Whaley advised the CDBG usually takes the houses in order, first come, first served, unless there is an emergency. President Conaway advised Bridgeville will apply for rehabilitation monies from the CDBG this year. The Public Hearing was closed at 7:19 P.M. Commissioner Jefferson made a motion to adopt the Resolution in support of the Federal Fair Housing Law, as it relates to the Community Block Grant.

Commissioner Correll seconded the motion. Motion carried. Commissioner Skala made a motion to adopt the Resolution applying to Sussex County for \$100,000 in rehabilitation monies through the CDBG. Commissioner Jefferson seconded the motion. Motion carried.

VI. TROPHY PRESENTATION – GEORGETOWN MAYOR ED LAMBDEN

Mayor Ed Lambden of Georgetown, Delaware presented President Conaway with the Return Day Hatchet Toss Trophy for mayors in the surrounding municipalities. The event first began in 2004 and was won by Mr. Daniel Short; in 2006 the trophy was won by Mr. Wayne Baker. The trophy will stay in Bridgeville until the next Return Day in 2010.

VII. MR. RICK TULL – LANK, JOHNSON & TULL – FY-08 AUDIT REPORT PRESENTATION

President Conaway introduced the Town's Certified Public Accountant, Mr. Rick Tull, from the firm of Lank, Johnson & Tull. Mr. Tull advised his firm provided an unqualified opinion, which is the highest level that can be offered. The audit has been conducted in accordance with government auditing standards and O&B circular A133 (due to the Town's federal funding). The white pages in the report are written in layman's terms and are very helpful. Exhibit A is what's considered the Balance Sheet and is a snapshot in time of what the Town owns and owes. Total Assets of the Town are \$14,835,153. Liabilities are \$9,513,965. The difference or net assets are \$5,321,188. \$1.1 million of those assets are considered liquid assets. Exhibits A & B are presented much like a business enterprise would present their financial statements. The change in net assets, \$1,074,211, is how much the Town's revenue exceeded the expenditures, in a business format. The \$1.2 million grant for the wastewater system is included in that total. Our budget indicates that the Town intends to use prior year reserves to fund the expenditure. There would be a shortfall if the grant is taken out. The Schedules at the back of the report with line-item comparisons are helpful. It is supplemental material and is not a required part of the basic financial statements. President Conaway indicated he appreciates the fact that Mr. Tull does far more than he is required to do. This ensures there is an independent voice on behalf of the residents' money. Mr. Tull advised auditing standards are changing and moving toward international standards. Accountants are now required to search for fraud. Current practices include looking at transactions as well as balances. There are no written comments on needed improvements in this report; however, Mr. Tull will be writing a critique to accompany the audit report. Some suggestions have been made verbally, i.e. developing a fixed asset policy and the need for segregation of duties. He feels the employees are trustworthy; there is no indication of abuse or fraud in the Town's finances. Town Manager Walls is now taking active oversight of bank statements, which is important for checks and balances. Commissioner Skala questioned the use of QuickBooks software. Mr. Tull responded that municipal software is very expensive and few Towns can afford it. He feels our software is adequate. President Conaway questioned whether Mr. Tull would feel comfortable going to the bond market with this report. Mr. Tull said the Town would be able to borrow money on this report. Copies of the FY-08 Audit Report will be available to the public and will be placed on our website at www.townofbridgeville.net. Finance Director Savage and Town Manager Walls contact Mr. Tull regularly during the year and

he is always quick to respond to their needs. Commissioner Jefferson thanked Town Manager Walls and Finance Director Savage for being diligent to keep the finances in good shape.

VIII. STEPHANIE SIROTA, HERITAGE SHORES EVENTS COORDINATOR MULTIPLE SCLEROSIS WALK

Ms. Sirota was unable to attend; therefore, this agenda item will not be considered.

IX. APPROVAL OF FINANCIAL STATEMENTS AND BILLS PAYABLE

Finance Director Savage directed the Commission to the Balance Sheet. (The following amounts are in rounded figures.) Current assets as of November 30th were \$1,491,000. \$825,000 was cash and savings; Escrow accounts totaled \$536,800. Accounts Receivable totaled \$112,880, including water and sewer fees due at the end of the month and the continuing demolition costs, etc. for 102 and 104 N. Main St. On page 2 of the report, two PNC Bank accounts (liabilities) concerning interim financing for the Wastewater Treatment Plant upgrades will be paid off with grant and loan monies, following the adoption of a Resolution later in this meeting. On the Budget vs. Actual Report, the target percentage at this time of the budget year is 42%. The miscellaneous reimbursables of \$63,000 include money for the facility plan for newly annexed properties. Developers paid for that engineering cost. A grant application has been sent to the Sussex County Council for the Police Department. The Town is currently at 70% of its budgeted income. The Emergency Services Fund check will be written in January. The garbage pick-up fees are low, due to the November bill not yet being received. Total expenses are at 35% of the budget. President Conaway commented that building permits continue to be very low. Transfer tax will be approximately one-half of the projection. Greenwood is to be commended for lowering their sewage coming to Bridgeville for wastewater treatment. In general, sewer fees are down; Finance Director Savage advised the amount is always based on previous years' amounts. President Conaway questioned employment expenses. Finance Director Savage indicated that line item was the expense of sending the police recruits through the academy. Concerning Bills Payable, bills received total \$140,785, the majority of which are for sewer plant upgrades and have been reimbursed. The \$40,000 is for the spray irrigation loan through the Department of Natural Resources. It is still an interest-only loan. Concerning expected expenses, the Town will have its quarterly debt service expense of \$26,000. Of the total Accounts Payable of \$269,285, \$90,852 is reimbursable. Commissioner Correll made a motion to pay the bills as presented. Commissioner Skala seconded the motion. Motion carried.

X. DEPARTMENT HEAD REPORTS

President Conaway advised the Department Head reports are available for review. He mentioned he did not see any newly confiscated skateboards on the Police report. (Last month President Conaway requested that confiscated skateboards, from violations of the skateboard ordinance, be placed in the monthly report.) Police Chief Parsons acknowledged that none were taken away from young people in November. Chief Parsons also reported the three police recruits

are doing well. The academy should be sending a progress report soon. The exact graduation day will be determined based on potential time lost due to spring holidays.

XI. CITIZEN'S PRIVILEGE

Mr. Leo Lynch of 106 Emily's Pintail Drive brought up a concern about a sidewalk that goes nowhere. The new southbound service road on the west side of Route 13 has a sidewalk installed on the right side of the road which starts close to Jimmy's Grille and abruptly ends when the road meets U.S. Route 13 South, across from the State Police barracks. This could be considered a bike trail and could easily connect to an established bike trail near the Heritage Shores driving range. With the plan already in motion to connect the Bike Path on Wilson Farm Road to the new library, this additional trail might be advantageous. President Conaway recommended that the potential to hook-up to an existing bike trail in Heritage Shores be investigated. Eventually the Heritage Shores streets and sidewalks will become the property of the Town. President Conaway asked Town Manager Walls to investigate the matter.

President Conaway reported he was successful in negotiating three stoplight improvements for Bridgeville with the Delaware Department of Transportation. The first stoplight will be placed at Rifle Range Road and Route 13. The Town requested a second red light at the State Police Barracks and Route 13. DelDOT would not agree to this light, as it is too close to the Route 404/13 intersection. The second stoplight will be placed at the future site of the Bridgeville Town Square (Becker Morgan/Bariglio Corporation), which is south of the State Police Barracks on Route 13. The third stoplight will be at the Heritage Shores entrance on Route 13. DelDOT is requiring the new development across from Heritage Shores, 90 Acres in Bridgeville, and the development directly north of them, Bridgeville Town Square, to include internal roads connecting all of the developments on the southeast side of Routes 404/13. Commissioner Correll believes it would have been better and easier to construct an overpass to ease traffic issues at Route 13 and Route 404. President Conaway advised we would lose all the commercial businesses that are currently located at that intersection, as a 300 foot-wide corridor is required for a crossover. Also, the Route 13 bypass around Bridgeville would be useless if they constructed a crossover. All traffic would drive through Bridgeville to use the crossover. Mr. Larry Skala of 108 Whistling Duck Drive asked whether a proposed road that goes into the Heritage Shores driving range would connect with a proposed shopping area on the southwest corner of Route 13 and 404. President Conaway advised there is an internal road in Heritage Shores that connects to the road Mr. Skala is talking about. Heritage Shores will be connected to the series of new roads that are being constructed.

XII. TOWN MANAGER'S REPORT

Town Manager Walls reported the State of Delaware's Office of Auditor of Accounts conducted a procedural engagement for the fiscal year ending June 30, 2008 as it relates Municipal Street Aid Funds, Police Pension Funds, State Aid to Local Law Enforcement (SALLE) and Emergency Illegal Drug Enforcement (EIDE) Funds grants. A report regarding findings and

recommendations will be transmitted for our review, comments and any planned or needed corrective action in the near future.

Town Manager Walls reported Commissioner Skala attended a Delaware Economic Development Office workshop which addressed the subject of "Turning Downtown Vacancies into Community Assets." Town Manager Walls invited Commissioner Skala to comment on the meeting. Commissioner Skala advised the Commission had passed a Resolution to accept this grant funding, along with seven other rural communities. If we choose not to participate, we need to withdraw from the program to allow another community to be involved. Representatives from the Delaware Economic Development Office (DEDO) would meet with our business persons and begin to gather statistics, and set up strategies. They would also help us find grant monies. It would not include a local expenditure of monies. They gave examples of similar projects in Greenwood, Newark and Milford. Commissioner Skala is aware that bringing business persons together has been tried before in Bridgeville with low receptivity, but Market Street does currently have three vacancies. President Conaway expressed serious concerns. This would not be free, as suggested by those presenting the program. Local and business money would be required for the project. Seaford spent millions of dollars on revitalization and President Conaway feels it was a failure. Commissioner Skala advised that project was thoroughly discussed during the presentation. President Conaway is hesitant to spend local, state or federal money on this. Concerning the specific vacancies, one building will be demolished and the other two have remained steadily rented. We may not like what we have concerning retail shops, but the buildings are owned by people who are satisfied with their renters. President Conaway suggested convening the Town's Economic Development/Main Street Committee and attempt to garner support. The Town has twice previously written to business owners looking for participation in meetings, with virtually no positive response. Commissioner Skala believes that the very group President Conaway is mentioning is the group that should be in attendance. She is requesting that the Town take advantage of the expertise that is being offered and convene a meeting with these business owners. If they do not choose to be involved, then the effort would come to an end. She added she would like to invite this committee; if landlords or business owners would like to come also, they would be welcome. This would be a talk session with no cost to the Town. If there were future costs, decisions would have to be made at that time. Commissioner Correll asked if this is the same program that was traveling around to various municipalities and was spending a great deal of money on studies. President Conaway advised it is the same group that is presenting these conferences. Commissioner Skala expressed her concern that the Town will have three new shopping centers on the highway; it's only a matter of when they will build. She would like Market Street to look the very best it can and offer something besides public services. Bridgeville's downtown now is beautiful. She would like to have a public meeting to see what is being offered by DEDO; many other communities are taking advantage of it. If there is not significant response, it will end there; however, she would like to have the first meeting. Her request is to ask the DEDO for available dates and invite the stakeholders in Town to attend. President Conaway recommended that prior to that, the Town convene the Economic Development Committee and see if they, as the business community who would pay for any improvements, want to take the next step. If they want to get on board, then President Conaway is agreeable. He reiterated that the business people have twice shown by their actions that they are

not interested in doing anything new or collaborative. Commissioner Skala said she was consistently told by the DEDO that there is no discussion of money at this stage of the proposed program. President Conaway reiterated that we should put the Economic Development Committee in place and ask for available dates from the DEDO to meet. Commissioner Greason commented that most new vendors want to locate on the highway. Main Street areas are not as attractive. He suggested that this meeting include drawing on the DEDO's expertise in the area of drawing traffic to the downtown businesses. The Main Street concept is old, but not ready to be thrown away. Bridgeville is actually at the crossroads of the Peninsula; we are physically positioned to provide cultural events and many other services to the Eastern Shore based on our location. (I.E. – Currently, the Mid-Atlantic Symphony is not interested to coming here; the closest they will come is Del-Tech in Georgetown.) President Conaway recommended the Town convene the Economic Development and Main Street Committee in the evening to accommodate their schedules and invite the Commissioners to attend. We all need to hear what the DEDO has to say. It will be very important to hear the committee's response to the ideas passed along. Commissioner Skala will find available dates from the DEDO and Town Manager Walls will then contact our local Economic Development Committee.

Town Manager Walls advised she has looked into the preservation of the Jack Lewis Mural displayed on the Dollar General Store building. She has met with Mrs. Joyce Willon, an art teacher, who advised she and two other interested art ladies, along with students from the Woodbridge High School, painted one-half of the mural. Mrs. Willon has directed Town Manager Walls to a catalogue of suggested preservatives and paints to seal the mural. Town Manager Walls has requested and received permission from the owners of the Dollar General Store building to take whatever action is needed to preserve the painting. She has also spoken with Woodbridge School Superintendent Kevin Carson to see if there would be any interest or anyone available at the schools to refurbish the mural before placing the needed sealant. Mr. Carson will advise after speaking with an art teacher in the district. President Conaway commented the Town cannot restore Mr. Lewis's work; we must maintain the integrity of the work he has done on the mural and can only preserve his work, not restore.

Donations of food items for residents needing assistance will be accepted until December 15th. We appreciate the donations that we have received to-date.

Town Manager Walls respectfully requested the Commission's consideration of adding Veterans Day as a celebrated Town holiday. Veterans Day is an important day of remembrance of those who have served and are currently serving our country to keep us safe. In a survey of Sussex County towns, 13 of 20 contacted were closed. State and county offices are closed, as well as the post office and banks. Currently the Town celebrates 11 holidays, with Return Day every two years. We have previously held a Memorial Day Celebration; we may want to consider a special Veterans Day program in the future. Commissioner Correll made a motion to add Veterans Day to the Town Holiday schedule to honor the memory and efforts of veterans. President Conaway seconded the motion. Motion carried. The votes are recorded as follows:

Commission President Conaway	Yes
Commissioner Correll	Yes
Commissioner Greason	No
Commissioner Jefferson	Yes
Commissioner Skala	Yes

The Commissioners, through the appointed Dangerous Building Committee, have met the requirement of a needed review and public hearing regarding buildings at 24 and 40 Church Street. The final ruling was demolition of the identified structures. The responsible person for 24 Church Street (Edith Carey Palmer – c/o Carroll Palmer) requested a time extension in order to make contact with CDBG for funding. Adequate funding was not available. They then requested time to seek other funding, but no further action has been taken and they have been unresponsive. 40 Church Street, (Nellie Rich, c/o Teresa Palmer) involves the demolition of a cement block building, a former dry cleaning business, located behind the residence. The heir has accomplished some clean-up in the past several months. Both properties have been turned over to our solicitor for court action.

Town Manager Walls advised the Commissioners were informed that the Town had nominated the Bridgeville Apple Scrapple Festival, Inc. for the 2008 Southern Delaware Tourism Recognition Award and also that the Festival was selected for the Award. Festival Chairman Bonnie Workman, Commissioner Correll and Town Manager Walls were invited to and attended the award ceremony at the Baywood Country Club. It was a very nice event with Chairman Workman accepting the award on behalf of her committee. The Town extends their congratulations to the Apple Scrapple Festival Committee.

A final walk-through inspection of the Spray Irrigation Project was completed on December 5th, with representatives from USDA, DNREC Financial Department, Davis, Bowen and Friedel, Daisey Construction and Wastewater Superintendent Mowbray in attendance. The punch list items have been completed. Barley has been planted on the site and is doing well.

The replacement geo-reactor should be ready for installation at the Wastewater Treatment Plant between the second and third week in January, 2009. The Town is still waiting for its state permit to operate. We are at the mercy of DNREC and their timing.

Caroling in the Park was held on Friday, December 5th with approximately thirty in attendance. Code Enforcement Constable Mr. Jerry Butler set up music equipment and led the caroling. Juice boxes and donuts were provided and there was the traditional visit from Santa Claus.

XIII. OLD BUSINESS

A. Bid Acceptance – Concrete / Street Paving Projects

Town Manager Walls advised Representative Ben Ewing has provided \$32,000 for concrete and street paving projects and the Town has solicited bids. The low bid for the concrete project was Shea Concrete Limited, with a bid of \$14,456. The low bid for the street paving project was Maloney's Asphalt Design, with a bid of \$12,680. Town Manager Walls advised the Town has requested proof of insurance, business license and other paperwork from the companies. There is approximately \$4,000 remaining and the Town is identifying a worthy project for those funds. Commissioner Correll made a motion to accept the two bids and award the contracts. Commissioner Jefferson seconded the motion and advised the work must be accomplished in appropriate weather. Motion carried.

B. FY-09 Budget Amendment Proposal

President Conaway reported the Commission requested that Town Manager Walls and Finance Director Savage investigate budget cuts for the remainder of the fiscal year in the amount of 5%. They have prepared budget cuts and an amendment to the fiscal '09 budget. A formal amendment to the budget will be presented in January. They did achieve the 6% total reduction in expenditures, even with a 5% reduction in income. Finance Director Savage directed the Commissioners to a hand-out detailing the original budget vs. the proposed amendment. They worked to cut the budget 5% in each department and met with each Superintendent. The only department they could not reduce by 5% was the Wastewater Department, as it has the most unexpected expenses, due to the age of the plant. The largest cuts include employment costs, which involved an adjustment in the rate for ancillary benefits. (More details will be included in the January amendment.) Town Manager Walls and Finance Director Savage reviewed the income and were able to amend it according to building permits to-date and transfer taxes received. Income has decreased by 5%; however, the total reserves have been increased by almost \$75,000. President Conaway added that what is being proposed to be removed from the budget is not being re-budgeted for expenditures. We are cutting the budget and placing it in reserves. He was pleased with the cuts they were able to make; they went further than he anticipated. Finance Director Savage will prepare a draft proposal for the Commission to review before the January meeting.

C. Resolution – Participation in the State of Delaware Municipal Pension Plan

President Conaway has advised the Police Department (exclusively) has asked to join the State of Delaware Municipal Pension Plan. Town Manager Walls requested that this agenda item be tabled. She had requested that each officer sign a waiver, due on December 5th. She has not received the final two waivers. Commissioner Jefferson made a motion to table this discussion until the January Commission meeting. Commissioner Correll seconded the motion. Motion carried.

D. Caroling in the Park

This agenda item was addressed in the Town Manager's report.

E. Resolution – Sale by the Commissioners of Bridgeville of its \$1,257,000 General Obligation Bond for Upgrades to the Sanitary Sewer System

This involves the Bond which was placed before the Town in a Referendum before the sewer upgrades were begun. This Resolution recognizes all previous authorizing acts in regard to these funds. The Town now moves into permanent financing. The Resolution has the maturity date; it sets the dates for payment and reflects the 4.5% interest rate that was submitted to the Town in 2001 when the Town committed to the project. This Resolution agrees to all of the above. Mary Ann Piper is the Town's new Bond Counselor and has forwarded the information to Town Solicitor Schrader for review. This is also USDA approved. The Resolution title reads as follows: "A Resolution prescribing the details and form and providing for the sale by the Commissioners of Bridgeville of its \$1,257,000 General Obligation Bond to finance the costs of a certain sanitary sewer system improvements project." Commissioner Correll made a motion to adopt this Resolution. Commissioner Greason seconded the motion. Motion carried.

XIV. NEW BUSINESS

A. Planning and Zoning Committee Reappointments

Town Manager Walls requested the Commission consider the reappointment of Ms. Ruth Ann Tull and Mr. Bill Atwood to the Planning and Zoning Commission. Both individuals have been contacted and are willing to serve a second term of three years. Commissioner Correll made a motion to accept the reappointment of Ms. Tull and Mr. Atwood to the Town Planning and Zoning Commission. Commissioner Jefferson seconded the motion. Motion carried.

B. Updates by President Conaway

President Conaway advised the state anticipates President-Elect Obama to bring a multi-tiered public infrastructure program to the country following inauguration. President Conaway recommended a plan which was adopted at the last Sussex County Association of Towns (SCAT) meeting for all Towns to provide a list to the county and the new Governor of all projects that the Towns would consider having done, so Delaware will be prepared to receive these monies from the federal government when the program is in place. President Conaway commented this is similar to the Economic Development Administration monies that were available to states, counties and towns during Jimmy Carter's presidency. The Woodbridge Agriculture Building was completed by the county through these monies, as well as the Millsboro Civic Center and the Blades water system. Towns are preparing their "wish lists," in case the money does become available. The key to this program would be quick, 90-day turn-around projects to put people back to work. (No two-year planning period, followed by a year of working on permits.) Bridgeville would submit a new Town Hall, street and road repairs/replacements, sewer work and

a hydrological study on the Wheatley Farm. Town Manager Walls will provide the Town's list to County Administrator Baker, who will send it on to Governor-elect Markell.

President Conaway advised the county has adopted an Ordinance to correct the technical problems with building permits and transfer tax, similar to the one already adopted in Bridgeville.

President Conaway advised a small California film company may be using Bridgeville as the setting for a small film, currently named "The Cupcake Mayor." This company is looking for a quaint town with a fire station in the downtown area. The premise of the movie is that a lady baker runs against a long-time, small town mayor who is killed the night before the election, thus securing the position for her.

XV. SPECIAL REPORTS – SALLE / EIDE GRANT UPDATE / AMENDMENTS

Police Chief Parsons advised the Police Department is preparing to apply for 2009 funding for SALLE and EIDE. Funding is down this year due to reduced manpower in Bridgeville. The SALLE grant is \$4,278 to purchase two desktop computers with more adequate programming. The current computers are 1999/2001 vintage. A 1986 refrigerator will be replaced, as well as a TV and VHS recorder. The newer recorder models have much better clarity for identifying suspects. The EIDE grant of \$3,632 would be used for manpower overtime for drug enforcement. Commissioner Jefferson made a motion to allow the Police Chief to apply for these grants. Commissioner Skala seconded the motion. Motion carried.

The County Council Police grant money was questioned by Commissioner Correll. Town Manager Walls and Police Chief Parsons advised it involves equipment, utilities and fuel. It will not include a new vehicle this year.

President Conaway wished everyone Happy Holidays – Christmas, Kwanzaa, Hanukkah and New Year's.

XVI. ADJOURNMENT

Commissioner Skala made a motion to adjourn the meeting. Commissioner Correll seconded the motion. Motion carried. The meeting was adjourned at 8:48 P.M.

Respectfully submitted,

Patricia M. Correll
Patricia M. Correll, Commission Secretary

Peggy A. Smith
Peggy A. Smith, Transcriptionist