

MINUTES

COMMISSIONERS OF BRIDGEVILLE OCTOBER 14, 2002 - 7:00 P.M. TOWN HALL

I. CALL TO ORDER

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

PRESENTATION: President Conaway presented Senator Thurman Adams, Jr. and Representative Ben Ewing with well deserved Certificates of Appreciation for their continued support and contribution to this community.

II. APPROVAL OF MINUTES

MOTION: Commissioner Sipple made a motion to accept the minutes from the September 9, 2002 regular Council meeting and the special meeting held September 30, 2002, as presented. Motion was seconded by Commissioner Correll and carried unanimously.

III. APPROVAL OF BILLS

After some discussion the bills were approved. **MOTION:** Commissioner Jefferson made a motion to pay all bills as presented. Motion was seconded by Commissioner Correll and carried unanimously (see attached).

President Conaway stated money was transferred to Certificate of Deposit: \$50,000 for a 30-day account; \$50,000 in a 60 day; and \$30,000 in a 90 day account. A step has been taken to place \$1,000 each month in the water and the wastewater accounts to build up capital funds. In the tax funds the capitation collection is now separate from the property tax fund. Tax money collected to date is \$136,000. Fines and bail bonds are up to \$16,000. Currently the budget is \$86,000 ahead.

IV. CORRESPONDENCE

1. President Conaway stated that on Saturday morning, October 12, 2002, WBOC-TV announced that the Apple-Scrapple Festival had been canceled due

weather. The festival committee did not make that call, and it was discovered that the TV station did not make verification before making the announcement. The television station did retract the announcement as soon as the festival committee notified them. A letter was received from an unhappy vendor who did not understand the situation. The vendor will be addressed by the chairman of the craft show.

2. A letter was received from Mr. M. Thomas expressing his thanks to Mr. Doug Jones for removing a fallen tree limb after the rain storm on North Main Street. Mr. Thomas also stated he is glad to see the police patrolling North Main Street. He is concerned with the amount of trash that ends up on that end of Town.

3. A letter of thanks was received from Mr. Barry Cooper, Woodbridge School District, to the police force for their cooperation and professionalism in dealing with the traffic situation on Church Street during the opening days of school. The officers deserving recognition for their contributions are: Harry Litten, Chuck Manuszak, Burke Parker and Chief Allen Parsons.

4. A letter was received from Conectiv regarding a significant tariff change to the rules of electric choice.

5. A letter was received from the Division of Soil and Water Conservation pertaining to a training workshop on the Federal Emergency Management Agency's Community Rating System. Date and location will be announced at a later date.

6. A response to the Town's concern regarding gas lines was received from Chesapeake Utilities. The company is well up on what has been going on and some repairs have been made.

7. All Commissioners have been invited to participate in the annual Homecoming parade and festivities on October 18, 2002. Line-up for the parade will be 5:30 p.m. and step off at 6:00 p.m. Contact Rita Hovermale or Tara Jones.

8. A newsletter was received from the Sussex County Animal Association.

9. Information was received from DEMA regarding the emergency notification system update.

10. A letter was received from the Bridgeville Lions Foundation, Inc. requesting the Commission grant permission for the Club to build a second building (20' x 14') on site inside the gate behind Town Hall. The current building which houses wheelchairs, hospital beds, walkers, etc. is full to capacity. MOTION: Commissioner Jefferson made a

motion to grant the Lions Club space to build a second storage building. Motion was seconded by Commissioner Sipple and carried unanimously.

11. Through the efforts of the Lions Club and Mrs. Walls, the Town will be holding a Clean-Up Day on Saturday, November 9, 2002. Grant money for clean-up day has been granted by Discover Bank of Greenwood.

V. DEPARTMENT REPORTS

* Written reports available.

1. Police: Commissioner Jefferson reported on the accident that occurred on South Cannon Street during a football game. Several students were hit by a vehicle while leaving the football field. Chief Allen Parsons suggested the following might help correct the problem: a) additional high density lighting; b) do not install sidewalks and make Sussex Avenue a one-way street; c) a center line should be installed on Sussex Avenue and North and South Cannon Street. After some discussion it was decided to get extra lighting installed in the said area, and to study the sidewalk matter. Conective will be contacted as to why the lights in Town are not being properly repaired when needed..

Commissioner Correll asked School Board Member, Coulter Passwaters, if the administration could assist in patrolling the area when the school has an activity taking place.

2. Wastewater-The auxiliary generator at the Bridgeville Plaza lift station is in need of a new protective cabinet and should be handled under general maintenance. President Conaway reported the Commission met with the Greenwood Commission concerning their flows to the WWTP. Presently the Greenwood flow amounts to 43% (July-Sept. qtr.) of the overall volumn. Because of an agreement made when the capacity of our plant was 800,000 gallons, Greenwood only pays on 10%. The result of the meeting was that Greenwood Commissioners were to respond to Bridgeville with a recommendation from their engineer as to how they could increase their payments to the Town of Bridgeville.

3. Water-Results for lead and copper indicate that all samples taken meet the parameters set by the EPA. Hydrant located at Laws and Jacobs Avenue damaged from vehicle accident has been repaired.

The blue Town truck is in need of immediate repair for a cost of \$3,000. Mr. Jones presented the Commissioners with three bids for a new truck. Frederick Ford-\$26,279.83 chassis only; Bayshore-\$28,930 (same truck), and Wright's-\$28,787(pickup only). Mr. Jones recommended looking at the chassis alone and then purchase the body from Meadows for \$4,495. He suggested a four year payment plan to Ford Motor

Company for a yearly payment of \$7,280.33 for the F350 on ton truck. The snowplow cost is \$3,285.60 which hopefully the sale of the current truck will offset that cost.

MOTION: Commissioner Jefferson made a motion to purchase the F350 one ton truck from Frederick Ford, the truck body from Meadows Hydraulics Sale and Service, Inc., and the snowplow be purchased after the best offer and sale of the current truck. Motion was seconded by Commissioner Sipple and carried unanimously. Commissioner Correll expressed her thanks to Mr. Jones for the time spent in securing the bids.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

1. Mr. Rick Tull, Independent Auditor with Lank, Johnson & Tull, presented the 2002 Financial Statement for the Town of Bridgeville. The books are in accordance with General Acceptance Auditing Standards for governments and Government Auditing Standards. Total assets: \$13,800,000. Liabilities: \$2,376,000. As of the year end the Town of Bridgeville stands in a good position. Mr. Tull explained the revenue the Town had recognized in past years concerning taxes from Cannon Cold Storage, and this year the Commission agreed not to include those taxes which carried an amount of \$40,179. The full report is available for review at the Town Hall and the library.

President Conaway thanked Alma Fleetwood and Commissioner Correll for stepping up to the plate when the Town Treasurer resigned in June. He specifically thanked Mr. Tull for all his help during the situation.

2. President Conaway presented Ordinance #A02-7, Big Box Stores, which deals with large stores that might want to come into Town, for the second reading. The ordinance amends Article 5 of the commercial district in the charter and will help the Town regulate the building design and set backs should a large store decided to building the area. MOTION: Commissioner Correll made a motion to adopt Ord. #A02-7 as presented. Motion was seconded by Commissioner Sipple and carried unanimously.

3. President Conaway presented Ordinance #A02-9; sewer impact fees for commercial, institutional and industrial structures. for a second reading. This ordinance amends the Equivalent Dwelling Unit (EDU's) down from 300 gallons per day to 200 gallons per day. It also amends the ordinance to state the flow data for commercial, institutional and industrial structures to 25/gpd per seat. MOTION: Commissioner Sipple made a motion to adopt Ord. #A02-9. Motion was seconded by Commissioner Jefferson and carried unanimously.

4. MOTION: Commissioner Jefferson made a motion to grant President Conaway permission to sign the agreement regarding the Land Development Regulations with the University of Delaware for \$6,000 for the purpose of updating the zoning ordinance and to create a subdivision ordinance. The total cost is \$12,000 but the resolution signed last month asked the state for \$6,000.

VIII. CITIZEN'S PRIVILEGE

1. Mrs. Joann Conaway suggested making Sussex Avenue Extended a one-way street at all times. Commissioner Correll stated a study should be completed concerning the traffic flow before a decision is made. She said a sidewalk needs to be installed on South Cannon Street from Sussex Avenue to the little league parking area.

2. Mr. Coulter Passwaters asked if extra lighting could be installed on South Cannon Street. Mr. Jones will contact Conectiv for cost.

3. Mr. Bob Rauch congratulated the Town on the Apple-Scrapple Festival. Commissioner Correll thanked the Town employees for the great job in promoting the Town. President Conaway stated Mayor Dan Short from Seaford was the winner in the Mayor's Scrapple Sling and Rep. Mike Castle won the sling for the state government officials.

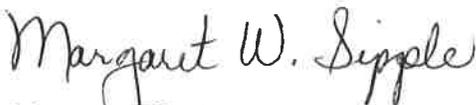
Commissioner Correll thanked Mr. Rauch and Mr. Rocks for their support of the festival. Alma Fleetwood thanked Mr. Lester Williams for his help Sunday morning after the festival with clean up detail..

4. President Conaway reminded those registered with the Town to take the opportunity to vote on Saturday, October 19, 2002 in the annexation election. The public meeting will be Thursday evening, 7:00 P.M., at the firehall.

IX. 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