

## **MINUTES**

### **COMMISSIONERS OF BRIDGEVILLE OCTOBER 9, 2000 - 7:00 P.M. TOWN HALL**

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

The meeting was called to order by President Jack Dalton. Present: Commissioners Margaret Sipple, Glenn Miles, Earl Greason and Charles Singman. The meeting started with a salute to the flag.

#### **II. APPROVAL OF MINUTES**

The September, 2000 minutes were posted previous to the meeting. There being no corrections or additions the minutes were accepted as presented.

#### **III. APPROVAL OF MONTHLY BILLS**

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

#### **IV. PRESIDENT'S REPORT**

##### **A. CORRESPONDENCE**

1. A letter was received from Senator Joseph R. Biden inviting Commissioners to attend the first-ever Delaware "State of the State Town Hall Meeting on Underage Drinking and Related Issues" scheduled for Thursday, October 19, 2000 from 8:00 am to 4:30 pm at Clayton Hall, University of Delaware, Newark, De. President Dalton will be attending.

2. A letter was received from the Downtown Seaford Association requesting a donation to support the Seaford Christmas Parade on December 2, 2000 at 7:00 pm. President Dalton stated he believes we already do a good job of donating to Seaford in lieu of them providing police service for our Apple-Scrapple Festival.

3. A letter was received from the Delaware State Housing Authority announcing the availability of FY2000 Emergency Shelter Grants Program Funds. The State of Delaware has been allocated \$78,000 in the ESGP fund. President Dalton said a note was sent to the Senior Center and the Service Center pertaining to the funds available.

President Dalton stated that the Community Block Program Hearing is scheduled for the November 13, 2000 meeting at Town Hall.

4. A Regional Planning meeting has been scheduled for Monday, November 13, 2000. The meeting will take place at the Seaford City Hall starting at 10:00 am. President Dalton will be attending the meeting.

## **B. DEPARTMENT REPORTS**

1. Police (see attached)-Commissioner Singman reported 148 total traffic arrests and 22 criminal arrests.

A complaint was received from a resident of north Bridgeville regarding teen disturbances at the Royal Apartments between the hours of 4:00 and 6:00 pm. The police department has increased their patrol in the area and as of this date one arrest has been made. Commissioner Singman stated he believes the Commission should take a look at the "running" of the apartment complex and send the owner, Mr. Charles Royal, a letter stating the problems his tenants are causing. Commissioner Singman reported one police officer resigned from the force effective October 1, 2000 which is leaving gaps in scheduling. Mr. Lester Williams reported he has seen teens "showing off" in the area. He said he was told there is an undercover agent in Town. President Dalton explained that as far as drugs are concerned the police department cannot discuss any on-going drug investigations. If there is drug activity at the Royal Apartments he believes the agent is probably working on it.

Commissioner Singman stated there are still a lot of on-going problems at the high school with gang type activities. The high school's position is that once the students are off the school property it is out of the school's hands, and the state police take the same position. He stated our officers have been at the school for several weeks because tension is running very high. A couple weeks ago our police department had to bring in reinforcements from other jurisdictions because of a potential large fight that was to take place off the school property. Fortunately, that did not materialize. Commissioner Singman said we do have a serious problem at the school, and that President Dalton might want to address the problem with the principal and the superintendent of the schools. Commissioner Singman said the problem is spilling over into the Town. His recommendation to Chief Parsons would be to call a student body assembly and explain to the students that this Town will not tolerate such actions, and arrests will be made. President Dalton said he will set up a meeting with Chief Parsons, the school principal and the superintendent, and Commissioner Singman.

Commissioner Singman announced that Market Street will be closed on Saturday, October 14th from 6:00 am to 6:00 pm for the Apple-Scrapple Festival. The alleys behind Walnut Street and Delaware Avenue are for emergency vehicles and must not be blocked.

Commissioner Singman reported Officer Wix's wife was involved in a severe automobile accident last week, and Officer Manuszak's mother suffered a heat attack yesterday. President Dalton asked Commissioner Singman to send cards to both ladies.

2. Wastewater (see attached)-Commissioner Greason reported the average daily water flow was .211 million gallons. The total monthly flow was 6.315 million gallons. There were no N.P.D.E.S. violations in September. The plant has been operating 24 consecutive months without a violation. There were two septic haulers bringing in revenue

of \$2,356. Commissioner Greason said they are in the process of securing estimates to repair the cooling system in the generator. Because October might be a wet month Commissioner Greason has decided not to start the generator repair work until sometime later. While the repair is taking place it is not necessary for us to have a generator on site, but we should have access to one in case of an emergency. President Dalton said to rent a generator for a week runs from \$700 to \$1,000. The question is how many hours will the treatment plant run if the generator should go down. Commissioner Greason stated the total cost for the overhaul is \$6,500. The reason the sludge disposal bill is so high is because the bills received recently were actually bills from the last fiscal year.

Voice messaging has been added to the treatment plant phone system.

3. Water (see attached)-Commissioner Miles reported water supplied for the month was 3,643,000 gallons. The average daily water supplied was 126,000 gallons. The lead and copper samples were taken on September 26 and 27 for analysis, but the results have not been received as of this date.

4. Streets-Commissioner Sipple is presently getting quotes for additional sidewalk repairs which will be paid from the funds of Rep. Ben Ewing. The sidewalk around the park on Delaware and Williams Streets should be repaired soon. She reported the Boot Camp Workers have been in Town cleaning up the streets before the Apple Scrapple Festival. Commissioner Sipple said the Town has limited manual help in keeping the streets cleaned, but it is up to the residents to help keep the streets clean in front of their homes.

## V. OLD BUSINESS

1. Second Reading of Ordinance #1-2000, AN ORDINANCE RELATING TO GARBAGE AND REFUSE COLLECTION FOR THE TOWN.

MOTION: Commissioner Singman made a motion to adopt Ordinance #1-2000 as presented (see attached). Motion was seconded by Commissioner Miles and carried unanimously.

President Dalton said bids received were as followed:

Waste Management	\$9.75 per month
Superior Sanitation Serv.	10.89 per month
Independent Sanitary	11.25 per month
BFI	13.31 per month

At the end of opening the bids there was still a question as to what the different carriers would provide in their bid package. President Dalton wrote a letter to each contractor asking them to explain specifically what their bid covered. The Town attorney said the letter then became part of the bid. President Dalton read a letter received from the Town attorney pertaining to collection conditions and awarding of bids.

After much discussion and review of each bid, the Commission decided to award the garbage and refuse collection to Superior Sanitation Services of Delmarva, LLC. President Dalton said it is his opinion to bill each household \$13.25 per month (\$39.75 per quarter). That would generate little less than \$2.00 each in revenue for administrative fees. The

biggest expense would be getting interested residents on the program and installing all the information in the computer.

President Dalton said a mailing should take place soon explaining the program in detail. This is not a mandated program. The contractors are ready to start November 1, 2000, but it is up to the Town to get the information out and residents signed up for the program. President Dalton said it is up to the Commissioners to do the leg work. Residents who have current contracts with other carriers will probably have to serve out their time before signing up under the new Town program.

MOTION: Commissioner Singman made a motion to accept as the best bid properly under Section 32 of the Town Charter from Superior Sanitation Services of Delmarva, LLC. as providing more services with a slightly higher fee. Motion was seconded by Commissioner Miles and carried unanimously.

President Dalton explained the contract is initially for one year with one year renewal at the Town's option which is basically a two year contract.

MOTION: Commissioner Singman moved that the Commissioners of the Town of Bridgeville add the administrative cost of \$2.36 to the monthly charge submitted by Superior Sanitation Services subject to review at the time of the contract renewal. Motion was seconded by Commissioner Greason and carried unanimously.

## **VI. NEW BUSINESS**

1. During the August, 2000 meeting the Commission approved Resolution #00-2: A resolution excluding social security and medicare payments for Bridgeville election workers who earn less than \$1,000 per calendar year. On September 20, 2000 a letter was received from the State Board of Pension Trustees and Office of Pensions stating they had made a mistake in the figures. The figure should have been \$1,100 for CY2000 and for each calendar year after CY2000 in which the remuneration paid is less than the adjusted amount. President Dalton then read the revised resolution. MOTION: Commissioner Sipple made a motion to accept the revised resolution as presented. Motion was seconded by Commissioner Singman and carried unanimously.

2. President Dalton read a letter received from Rajan Sood, MD. from the Bowie Town Medical Practice pertaining to rental of office space in the Town Hall for \$650 per month. President Dalton said he talked with Dr. Sood about three months ago regarding rental space. They currently rent space in Ridgely, Maryland which was formerly a Town Hall for a \$1 per year. The medical practice did the remodeling and upgrading of the building. President Dalton told Dr. Sood that the primary goal of the Commission is to rent the upstairs office space and move the present meeting room to the first floor.

The situation is that presently the board meetings are not accessible to handicap people because of being on the second floor. President Dalton stated we are not in any danger of a law suit while we prepare the first floor for a meeting room, but if we rent it out to a commercial operation then the Town would be required to make it handicap accessible immediately. To install a chair lift to the second floor would cost \$11,500. President Dalton has been discussing the situation with the Community Block Grant people, the

Twenty First Century Fund Association, and the Community Improvement Grant to see if any money is available for remodeling. Harrington Town Hall received \$50,000 to upgrade their building.

The new tenants would pay their own electric on a pro-rated basis. After the remodeling is completed and the medical office moves upstairs, then another electric meter would be installed.

Commissioner Singman said if the Town rents space for a commercial use, then the rules change and Town Hall would have to be made handicap accessible at once. He believes a lot more questions need to be answered before allowing someone to rent any space. President Dalton said Dr. Sood is willing to use the downstairs area until the upstairs has been renovated. He said the first year's lease will pay for the new heating and air condition system. Commissioner Singman stated he concurs with the intent, but before he will vote personally, he wants to see the lease agreement and the attorney's letter. President Dalton explained what he would like the Commission to do is to authorize the go ahead to allow the attorney to draw up a lease.

**MOTION:** Commissioner Singman made a motion to authorize the Town attorney to draw up a lease for renting part of the Town Hall for commercial use. Motion was seconded by Commissioner Miles and carried unanimously. The attorney will be asked to research all the ADA requirements before drawing up the lease for the Bowie Medical Practice.

#### **FOLLOWING NOT LISTED ON AGENDA:**

3. Commissioner Singman said the new computers have been installed in the police vehicles. He reported some software was deleted from the computer downstairs in the police department and it will not recognize the "C" drive. He will present a proposal for the computer upgrade at the meeting next month.

4. Commissioner Sipple said someone contacted Chief Parsons about purchasing the old police van, but he never returned their call. Commissioner Singman said the chief wanted to use the van as a community van as part of a Community Outreach Program, but the budget is not allowing that to happen this year.

#### **VII. CITIZEN'S PRIVILEGE**

1. Mr. Bill Jefferson asked if the new trash contract would be a one-year or three-year contract with the hauler. President Dalton said there is a possibility the contract could be awarded for a three-year program.

2. Mrs. Joanne Conaway said she would like to recommend that a stretch of sidewalk on Mechanic Street (between Delaware Avenue and Market Street) be replaced.

Mrs. Conaway asked what the Commission's stand was on trees that block drivers view on streets or alleys. President Dalton said they make all efforts to get the homeowners to trim the trees. If not, the Town has to have them trimmed for clear visibility especially at intersections. Mrs. Conaway stated there is a crepe myrtle on the

corner of S. Main Street and Walnut which does block a driver's view. Mrs. Sipple said she would get a letter off to the homeowner.

Mrs. Conaway asked if any trash collectors carry a fuel charge and if the Town could get a break on the community clean up. President Dalton said neither contractor carried a fuel charge, and all contractors stated they would give the Town a break on the one-day clean up project. President Dalton said clean-up day next time will be with a dumpster at Town Hall and a person must show they live in Town. Mrs. Conaway said a mission in Greenwood will pick up useable items for free.

Mrs. Conaway asked if part of Town Hall is rented as commercial, will we still be able to receive grant money. President Dalton said he thinks we still will be eligible to receive grant money, but he would research the matter.

Mrs. Conaway stated the Town has to pay \$9,000 for their part of the Comprehensive Plan Project but it is not listed in the new budget. President Dalton said he would check into the matter.

3. President Dalton asked Mr. Williams to look for any sidewalks that might need repair or any sidewalks that need to be installed in North Bridgeville and report it as soon as possible. The next street to be repaired is Second Street. Commissioner Sipple is in the process of repairing sidewalks more than installing new ones at this time.

4. Commissioner Singman told Mr. Williams the police department and the Town can only do so much. Adults have got to start taking their streets back. It has to be a combined effort and the community must help. Commissioner Singman said if someone sees something wrong happening, call 911 right away, do not call the police department.

5. President Dalton stated that in 1988 the Commissioners of Bridgeville voted against being involved in the flood insurance program. He has research going on now to find out why the Commissioners did not join the program. President Dalton said he has talked with FEMA to have paperwork sent to the Town. A resolution will be ready for the next meeting which will allow us to participate in the flood insurance program.

## **VIII. EXECUTIVE SESSION**

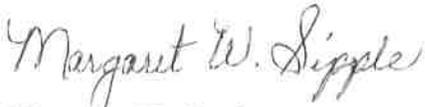
**MOTION:** Commissioner Singman moved to adjourn to Executive Session at 8:43 pm. Motion was seconded by Commissioner Sipple and so carried.

Commissioners reconvened to regular session at 9:35 pm. President Dalton stated only personnel matters were discussed. No votes were taken.

**IX. ADJOURNMENT**

**MOTION:** Commissioner Sipple made a motion to adjourn the meeting at 9:36 pm.  
**Motion seconded by Commissioner Greason and so carried.**

**Respectfully Submitted,**

A handwritten signature in cursive script that reads "Margaret W. Sipple".

**Margaret W. Sipple  
Secretary**