

MINUTES

COMMISSIONERS OF BRIDGEVILLE SEPTEMBER 9, 2002 - 7:00 P.M. TOWN HALL

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: Commissioner Sipple made a motion to accept the minutes as presented. Motion was seconded by Commissioner Jefferson and so carried.

III. APPROVAL OF BILLS

Discussion was held on the amount spent on repairs of the police vehicles. It was decided that Chief Parsons should price shop for tires and oil changes before taking the vehicles to Carey's in Laurel. Commissioner Correll would like to see the police department talk with Donald Breeding (Sharky's) regarding vehicles repairs. She believes we should keep the business in Town if possible. Commissioner Jefferson stated there will be only one police vehicle serviced in a month. President Conaway pointed out that DBF's bill is substantially higher than normal due to the sewer and water update.

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

President Conaway and the new treasurer, Debbie Miller, discussed how items should be coded and corrections will be made. The \$2,750 tap-in fee received from Kenny's Produce will be forwarded to Greenwood. A red flag has been issued for office supply spending.

President Conaway reported the delinquent tax payers are now being handled by the Town's attorney and there will properties going to sheriff's sale.

IV. CORRESPONDENCE

1. Read-Aloud Program regarding contributions.
2. DeIDOT regarding public participation meeting on Thursday, September 12, 2002, 6:00 PM at the Georgetown Administration Building. President Conaway stated

the new intersection should be completed in 2006. DelDOT is working to get completion date down to 2005.

3. Morningstar Publications would like the Town to participate in the Newspaper in Education program for 2002-2003. Last year's contribution was \$175.00 for 28 weeks.

4. A letter was received from Senator Thomas Carper stating he is working to get the additional \$1 million for the Town's wastewater treatment facility upgrade. This funding is in addition to what was previously presented to the Town.

5. Sussex County Community Development and Housing Division has a program available to assist property owners for housing rehabilitation's.

The Community Development Block Grant Program for homeowners will hold their public hearing at the Bridgeville Town Hall on December 9, 2002 during the regular Commissioner's meeting. In the past Bridgeville applies for the loan and the County takes care of allocating the loads in Town.

6. Newsletter from the Preservation Coalition.

7. Newsletter from the Greater Seaford Chamber of Commerce.

8. Invitation to attend the ceremony celebrating the second "Delaware Falun Dafa Week" and a request for a "Falun Dafa Week" Proclamation.

9. Invitation to attend the Delaware 4-H Foundation Centennial Gala on Saturday, October 5, 2002 at Dover Downs Hotel, Dover, De.

10. Due to the recent situation in Snow Hill, Md., President Conaway sent a letter to Chesapeake Utilities, Tom Hampton, asking him to advise of the most recent date of inspections and if any repairs or improvements of the lines have been planned for the Town.

V. DEPARTMENT REPORTS

* Written Reports Available.

1. Police-Commissioner Jefferson reported that the two names presented last month for part-time officers will not be released to work in Bridgeville from their present employer. Mr. Michael Kirby has been suggested by Chief Allen Parsons to be hired as a part-time officer (previously worked for the Town of Greenwood). Chief Parsons stated Officer Cook works only when notified. MOTION: Commissioner Jefferson made a motion to hire Mr. Kirby as a part-time officer. Motion was seconded by Commissioner Sipple and carried unanimously.

President Conaway explained that unfortunately Corporal Harry Litten's salary was not adjusted when he moved from full-time to part-time. MOTION: Commissioner

Correll made a motion to adjust the part-time officers to their regular pay scale Motion was seconded by Commissioner Jefferson and carried unanimously.

2. WWTP-Mr. Mowbray noted in his report that the plant was cited by Mr. Duffy, DNREC, for having the most modern security system and the oldest computer. He also reported the price of three pagers currently in use is approximately \$79. To replace the pagers with Cingular wireless would cost \$75 per month (plus tax if applicable). Commissioner Greason was asked to discuss this matter with Mr. Mowbray and present findings to the October meeting. Commissioner Correll suggested giving each person so much air time.

Due to the large amount of rain fall the Bridgeville Park Center had many problems. President Conway will be contacting the ditch manager as well as the manger of Frog Harbor ditch. (N. Cannon Street).

3. Water-Commissioner Correll received a letter of request from the Woodbridge School District asking the Town to waive the restriction to construct a water well at the athletic field. The school district is only charged for water. After much discussion it was decided by the Commission not waive the restriction due to the fact of setting precedent.

The utility truck is due to be replaced. Commissioner Correll has discussed the matter with Mr. Jones. Under the state procurement requirements, the Town can bid without bids up to \$22,500 but to go that high three written proposals must be acquired plus be advertised in the local paper.

4. Office-Commissioner Correll stated quotes have been received on the computers: 3 town office and 1 for treatment plant. Commissioner Jefferson had a quote from the DELL Company, and a quote for the wiring from Mario Herenadez. After much discussion a recommendation will be presented at the October meeting.

VI. OLD BUSINESS

1. Sidewalk/Street Priorites: Commissioner Sipple reported Rep. Ben Ewing offered \$45,00 for the following: sidewalk at football field on Sussex Avenue, curb on each side of Edgewood Street (Laws to S. Cannon Street)), curbing on S. Cannon Street (Cedar to Edgewood Street), and small section of new sidewalk Railroad Avenue. Also Rep. Ewing is willing to replace the sidewalks on the south side of Edgewood from S. Cannon to Cherry Alley.

President Conaway stated the Commission is committed to do St .Mary's Church parking lot, and Mt. Calvary church parking lot, of which a lease has not been submitted. Other areas in need of repair or new:

Sidewalk-Repairs: 200 block on north side of Walnut Street, west side of S. Cannon Street (Delaware to Walnut Street), and 300 block on north side of Delaware Avenue. New sidewalks: West side of S. Main Street (Elliott Drive to Jacobs Avenue), and east side of William Street.

Street Repairs: Mechanic Street, Gum Alley, Maple Alley, and Cherry Alley and part of Railroad Avenue.

All repairs will have to be placed out for bids. When Rick Passwaters went out to look at improvement sites with Shea's Construction, the cost amounted to \$268,000. President Conaway will take all the suggested repair areas and get some prices.

2. North Main Street Bulkhead: President Conaway and Commissioner Sipple attended the meeting with the state highway department and DNREC. The project is scheduled for 2003.

VII. NEW BUSINESS

1. Mr. G. L. Jefferson, Jeff's Tap Room, requested a premise extension for the Apple-Scrapple Festival. MOTION: Commissioner Sipple made a motion to allow for the extension. Motion was seconded by Commissioner Greason and so carried. Commissioner Jefferson abstained from voting.

2. The Commission voted to proclaim the week of September 23, 2002, as racial equality week. The proclamation was proposed by the National League of Cities to help promote equality and justice. MOTION: Commissioner Correll made a motion to adopt the proclamation as presented. Motion was seconded by Commissioner Greason and so carried.

3. Ordinance #A02-7: An ordinance to amend the Zoning Chapter 234 dealing with zoning requirements for "big box stores" that might request to build in a commercial zone. MOTION: Commissioner Jefferson made a motion to introduce the ordinance. Motion was seconded by Commissioner Sipple and carried unanimously. The second reading and vote will take place at the October meeting.

4. Ordinance #A02-8: An ordinance that deals with a proposed Residential Planned Community (RPC or PUDS) district and will allow the Commission ultimate control and set conditions over any new developments that come into the area. The ordinance will help the Town prepare for the concept of annexations in the near future. Mr. Nick Rocks commented that the ordinance was modeled after the county ordinance. MOTION: Commissioner Jefferson made a motion to introduce Ordinance #A02-8 as presented. Motion was seconded by Commissioner Correll and carried unanimously. A special public meeting will be held Monday, September 30, 2002 at 7:00 PM at the Town Hall to present the second reading and vote.

5. Chapter 172, Ordinance #A01-2: Apple-Scrapple Festival Food Vendors. Last year the Commission adopted this ordinance that would allow food vendors to set up in the food court during the festival and on the approved vendor list by the Town Commission. President Conaway read the 2002 vendor list as prepared by September 3, 2002. Because the October meeting is after the festival, the Commission members granted permission to President Conaway to add to the list as vendors are received. MOTION: Commissioner Correll made a motion to approve the food vendors as listed plus what ever

vendors apply before the festival date of October 11 and 12, 2002. Motion was seconded by Commission Sipple and so carried.

6. Ordinance #A02-9: An ordinance to amend Chapter 128 relating to flow data fee structures in the sewer system. Mr. Mowbray suggested that this would bring the EDU's (Equivalent Dwelling Unit) in line with what is happening in Bridgeville. MOTION: Commissioner Sipple made a motion to introduce Ordinance #A02-9 as presented. Motion was seconded by Commissioner Correll and carried unanimously. Second reading and vote will be at the October meeting.

7. The police department will be receiving a \$75,000 grant (COPS) which will allow the Town to hire another police officer. The Town will either hire a certified police officer or President Conaway stated there is money to put a person through the police academy. The first year will cost the Town approximately 25%. The department recently hired two officers (completed the academy in June), but one of the officers has been sent to Saudi Arabia. President Conaway thanked Chief Parsons for his work in acquiring this grant.

8. President Conaway announced that Bridgeville will receive an additional \$12,500 from the state for a long-range water and wastewater grant.

9. A steering committee is being formed by Ms. Bonnie Walls to study a bicycle path and pedestrian path that would like the Town to the new development. Grant money is available if the need is there.

10. Commissioners and Town employees will hold a yard sale on Saturday, October 26, 2002, Town Hall parking lot, for old or unused equipment.

11. Commissioner Sipple and Commissioner Correll will be attending a Tree Planting Workshop in Dover to accept the grant money for new trees in our Town.

12. Commissioner Jefferson thanked Commissioner Correll and Town Clerk, Alma Fleetwood, for the wonderful job they did in making the September SCAT meeting a huge success.

13. Commissioner Sipple expressed her sadness in the only drug store (1934) being bought out by Happy Harry's. Druggist Mr. Bill Smith will be missed, but he will be working for new store. The grand opening is scheduled for September 16, 2002.

Commissioner Sipple reported only one person responded pertaining to the killing of the weeds, tilling, and replanting of the grass at the park and around the Town Hall. The Commission agreed to go ahead with the project for a cost of \$1,100.

14. Ms. Walls submitted the first steps in applying for annexation. A public meeting will take place on October 17, 2002, at 7:00 PM in the Bridgeville Firehall. The annexation vote has been scheduled for Saturday, October 19, 2002. If the Town

votes for the annexation, a special meeting will be held on October 21, 2002 to certify the annexation vote and to vote on the re-zoning ordinances of the parcels.

VIII. CITIZEN'S PRIVILEGE

1. The Commission agreed to allow Mr. Phillip Davis to replace his fence without applying for a permit. Mr. Davis said the Commission should consider an ordinance to allow a certain amount of animals on a property. Commissioner Greason thought the state has some type of ordinance relating to this problem.

2. Ms. Elizabeth Cornish stated that since the new sidewalk was installed on North Cannon Street there does not seem to be enough room for two vehicles. Recently when meeting a truck she was forced to move over at which time she hit the curb blowing her tire out. President Conaway will check the road situation with Ms. Cornish. Ms. Cornish asked if the Town would pay half or all for a new tire for her vehicle. President Conaway expressed that the Town cannot be responsible for such incidents.

3. Because of construction at the ECEC school the buses are unloading on Church Street. The police department will be assisting with traffic control until the new service road is completed.

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