

Town of Bellefonte
Town Meeting Minutes - December 8, 2008 - Town Hall

1. Call to Order:

Present: Commissioners Kathy MacDonough, Matt Flebbe, Michelle Jatko, Elaine Chester and Treasurer Curt Nass. Special Guests Democratic Nominee for State Representative Mike Migliori and New Castle County Councilman John Cartier. Also in attendance: Dottie Marx, Scott MacKenzie, Dave Brenner, Terry Thompson and Mike McGrath.

Thank you to Elaine Chester for hours of work cleaning up Town Hall and preparing refreshments for this evening.

Special Guest: Mike Migliori introduced himself, gave background, his experience and explained his platform for the special election on Dec. 20, 2008 to replace seat vacated by Diana McWilliams.

Councilman John Cartier share his pleasure to have been elected serve another term with the County. He mentioned the economic crisis we all are facing and we will see cuts and layoffs in County Government in the coming year. Critical services i.e.: Law enforcement, paramedics and 911 operations will continue. He mentioned his interest in Merchant Square property redevelopment. He knows a supermarket is needed in the area. If we need to contact him his answer machine phone number is 764-1329, and if it is full, to use his office number 395-8348. John will bring his slide show next meeting, January 12, 2009, "Philadelphia Pike, Delaware's Road of Freedom, Independence and Progress" that he created to propose including Philadelphia Pike to the Scenic Roads and Byways of Delaware.

A motion was made to wave the reading of the minutes of November's meeting. Copies were handed-out. Motion was second and passed. Correction to Green and Clean bill is \$485 instead of \$545.

2. Reading and Approval of the Bills

Verizon (new charges)	\$ 70.73
Delmarva traffic light	\$ 75.23
Delmarva Town Hall	\$ 120.02
Delmarva Street Lights	\$ 1244.58
Delmar's Truly Nolen	\$ 49.00
Independent Disposal Service	\$ 10,454.00
Tax refund to Beth Savitz	\$ 210.76
Tax refund to Sun Trust Mortgage	\$ 244.10
Reimbursement to Kathy MacDonough (Refreshment and decorations)	\$61.43
Tax collector commission Curt Nass	\$ 6,709.00

Curt questioned Delmar's Truly Nolen bill, do we have a monthly charge of \$49.00? He'll ask them.

3. Correspondence

Matt – Nothing to report.

Kathy- Vandemark & Lynch called researching land development codes and wanted to know Bellefonte's code. She'll refer it to Terry Thompson. The franchisee walked away from the Exxon Station. letter NCC Dept. of Public Safety had a meeting Comprehensive plan for Emergency Disaster. Kathy was not able to attend. League of Local Government's March 18, 2009 annual congressional visit to D.C. Congressman Castle will be the host. We received formal certificate for the biannual boiler inspection (daycare side of bldg.). We received paper work for the amendment to the Land and Water Grant for the park, for the town accepting the new amount.

Michelle – Communication with Max Walton, re: Daycare rental agreement.

4. Treasurer's Report - Curt Nass

Town of Bellefonte Monthly Treasurers Report November 2008 Report				
	Commerce Town Account	MSAF Account	Property Transfer Account	Total
Balance 11/01/08	\$150,051.44	\$930.15	\$34,588.48	\$185,570.07
Receipts				
Tax Collection	1,412.65			1,412.65
State Grant		11,581.87		11,581.87
Property Transfer Tax			10,110.00	10,110.00
Rent	1,800.00			1,800.00
Plumbing Inspections Fees	400.00			400.00
Interest	42.72	2.59	11.45	56.76
Total Receipts	3,655.37	11,584.46	10,121.45	\$25,361.28
	\$3,612.65			
Disbursements				
Trash Collection	10,454.50			10,454.50
Town Utilities	1,425.52	0.00		1,425.52
Landscaping	1,005.00			1,005.00
Town Maintenance	259.00			259.00
Internet/Supplies	77.30			77.30
Donations	0.00			-
Town Park Expenses				-
Total Disbursements	13,221.32	0.00	0.00	13,221.32
Ending Balance 11/30/08	\$140,485.49	\$12,514.61	\$44,709.93	\$197,710.03
Bank CD with Interest				\$22,145.62
				\$219,855.65

Curt A. Nass
Treasurer/Tax Collector

Property Taxes are paid except for the usual delinquent accounts. Curt was asked what he would suggest be done about these outstanding tax bills. He would like us to seek Max's advice about how to handle these delinquent taxes, totaling close to \$20,000. Chronically late residents may pay after two years, set up a payment plan with Curt and pay one month then not again. Several letters from the town have been sent in the past.

5. Building Inspector's Report – Mike McGrath
Kathy gave Mike the list of open permits. He will give new ones to Michelle to log in the binder. Kathy looked at International Code Council website. There is a code enforcement text book for about \$40. Kathy sent email to Mike re: Barbara Scott Cooper is certified in many areas and she might give advice.
6. Board of Adjustment– No Report
7. Planning Commission – No Report
8. Park Commission – Scott MacKenzie
Scott submitted a table of Park Expenses. Payment due for Dec. 8, 2008 lists a breakdown of items totaling \$49,100. However, Scott recommends that we pay \$ 41,300 and not paying the \$7,800 balance on the fence. It was approve to pay \$8,100 for the trees; the Sidewalk/ramp \$16,400; Greenscape \$9,000 out of \$15,350; and \$7,800 of the \$15,600 for the fence. The fence contractors, Built Rite, did not follow Andy Durham's plan accurately. They incorrectly installed the fence about 12 inches across onto the edge of Russo Brothers property. Steve Russo told Scott he is willing to sign an easement agreement, but Scott would prefer to have the fence moved and installed properly so no future problem could arise. He will contact the fence company. Scott will hold them to the plan. Are there permanent stakes/markers?
Scott advised to put caution tape around the gazebo and open the park. Scott has gotten another estimate on the ramp. The wheels and steps are to be contracted to add the trolley car touch to the gazebo. A discussion ensued on how to keep the drains clear and need to be cleaned regularly. Would it be a reasonable estimated of approximately \$5,000/yr. could be expected to pay for park landscaping maintenance. Through the first year Irwin will monitor landscaping needs (not including grass cutting) like pruning. Most plantings are self maintaining but a few things will need attention. We can get weeding done through a volunteer "Friends of the Park" type organization. John Cartier mentioned the County has a tax exempt vehicle "County Pride" way to collect the solicited donations and disburse the funds in a non-profit arrangement. Watering and turf maintenance must be organized. The trees are guaranteed for a year. Scott suggests we see what Irwin would bid and then get other bids as comparison. Kathy mentioned a woman who lives in town who was involved with Chanticleer and Scott mentioned the man in the Landscape Design business that lives at the corner of Euclid and Marion.
The extended park grant accepted as amended to increase of project grant to \$54,000, signed by Kathy, the amendment to the project agreement of \$30,000 increasing the funding by 24,050 for a total of \$54,050. Scott will send it to Bob Ehemann. Approval was requested for appropriations for \$16,800 (for greenscaping \$9,000; and fencing portion \$7,800) holding back about \$8,000. Voted and approved. The fence gate near the front corner by the Day Care entrance is better on the sidewalk as completed.
Money of \$16,000 is still available for sidewalks from Senator McDowell's office. Kathy has gotten arrangements set up for the Community Transportation Fund money.
Lighting will be done later. Not part of the proposal for the DTF grant. There were questions about LED lighting options? Wiring drilled under the sidewalks? Cost of electric bill?
A huge THANK YOU to Scott MacKenzie for all his efforts!
9. Commissioner Reports:
Elaine – Will discuss during New Business.

Matt – Web hosting cost seems to be more than needed and the web server features are not supporting what we would want. He has found a better deal with a more favorable web host with better technology, accessible for multiple users and administrator for quicker update of information and permission to post. He passed around screen shots as examples. He suggested we meet for a tutorial, early next meeting. The new host server has RSS feed (really simple syndication) and other professional features. Hopefully town people will find it a usable site and become more involved in self government. He will offer a tutorial at the beginning of the next meeting, and additional one-on-one tutoring as requested.

Michelle – Talked with Max Walton about revising the rental agreement. It may take about two hours of his time at \$325 per hour. Scott suggested Josiah Wolcott may be a little cheaper. Kathy said Max is careful not to charge more than necessary, and may delegate work to Joe Wolcott. No need to get approval for money in advance for Max's services. Elaine suggested that we add to the lease requiring the removal of the refrigerator and other storage in the room between the church building and the breezeway. That room was not part of the lease agreement and they were not given permission to use it. How do we enforce it what do we want the consequences to be? Highlighted in the lease so they know, and penalties will be added to the rent. Mike McGrath suggested that within 30 days, if anything remains, the Town will remove the items as trash. Elaine wants to clean-up and store things away in file cabinets; the room is needed for Town storage.

10. Old Business:

Kathy – Presented a written proposal for a trash, recycling and yard waste plan was review, voted on and approved. IDS will continue to do regular trash at a reasonable rate of \$13.20 per unit through May 31, 2009. DSW will contract for recyclables for biweekly pickup for \$3 per pickup (every other Tuesday.) Yard waste would be picked up by DSW with a sticker program, pay \$1. per bag, stickers are sold in batches of ten, pay as you go. (Some people have learned to and have ability to take yard waste to the Cauffiel drop site.) This comes to roughly a total of \$19.37 per household per month, depending on the fuel surcharge. It would cost much more if each home had separate trash collection contracts. Kathy will make a flyer and Matt will put new information on the Website. Briefly discussed how to do permit mailing, with an outside service and merging addresses with the PDF document as the copies are made. Copy and Mail Express then would take it to Hare Corner Post Office for bulk mailing.

11. New Business:

Elaine asked if we could get Steve Russo to fix the leaks in the heater room from condensation and pipes were not sealed properly. Who changes light bulbs? Kathy suggested getting a 10 foot ladder for Town Hall. Matt proposed allocating up to \$350 for three years of web/internet service. Agreed, voted and approved. Money was authorized up to \$200 for gutter cleaning, voted on and approved. Scott suggested we get on the list for Street repair...as a priority with our representatives. Michelle gave Matt the print out of NCC Election procedures required of municipalities. Need to formulate park rules and post on a sign.

Thank you for the team (Curt, Elaine, Michelle and Dave Brenner) who decorated the lamp posts with wreaths and garlands.

Next meeting will be January 12, 2009 at Town Hall and start at 6:30 pm for Matt's tutorial workshop on the user interface of the new Web site service. And then John Cartier's slide presentation should start around 7:15 pm.