

## **Town Commission Meeting Minutes** **Monday, May 9, 2011 – 7:00 pm**

**ATTENDEES:** Elaine Chester, Glenn Suter, T. J. LoVerde, Keith Hughes, Curt Nass, Scott Mackenzie, Brian Donovan, Stephanie Arnold, MaryAnn Bacon, Carol Dougherty, Tom Byrne, Steve Russo, Dave Brenner, Carmella Brenner, Ross Logan, John Cartier, Ed Milowicki

### **1. Call to Order**

TJ called the meeting to order at 7:10 p.m.

### **2. Special Guests / Public Comments (limit of 2 – 3 minutes per person)**

**John Cartier** – John introduced Ed Milowicki, Acting Chief Financial Officer, New Castle County. Ed was there to explain an increase to our County Service Fee for the fiscal year 2011/2012 that will take effect July 2011. This increase is due to the fact that Bellefonte was errantly given a service credit for having its own police. This was dating back to when the town had a Constable, which we no longer have. The County is not making the increase retroactive; rather it will become effective July 2011. The service fee rate will increase from .394 (40) cents to .699 (70) cents per \$100 of assessed value. County Police costs are 40% of the County budget or \$52 million spread across the County based on property value. Bellefonte's average assessment is \$45,951. In that case, the service fee would increase from \$181 to \$320 per year equaling \$68,000 from the Town of Bellefonte residents. Councilman Cartier will send letter to all taxpayers explaining the increase.

**Stephanie Arnold** of Marion Avenue asked how a Stop sign could be installed at the intersection of Marion and Fairview because of excessive speeding up and down Marion. Cartier said he would ask Representative Heffernan and Senator McDowell to have a survey done by DelDOT.

### **3. Minutes of Previous Meeting** – reading and consideration for approval

*Motion by Glenn to waive reading and approve the minutes as e-mailed for review to Commissioners prior to this meeting, seconded by Keith. Motion carried unanimously.*

### **4. Treasurer/Tax Collectors Report** – (Curt Nass)

Curt presented the Treasurer's Report (Attachment A). *Motion to accept as read by Glenn, seconded by Keith. Motion carried unanimously.*

### **5. Building Inspector Report** – No report but comments by TJ LoVerde

811 Brandywine Blvd – Building Permit issued for a \$400.

### **6. Plumbing Inspector Report** – (Steve Russo)

Steve presented checks for the following completed permits:

909 Highland – Gas boiler & water heater replacement - \$50

705 Prospect – Heater - \$50

1003 Melrose – Water heater replacement \$50

916 Elizabeth – New HVAC - \$50

601 Melrose – New HVAC - \$50

703 Rosedale – New HVAC - \$50

These permits will result in a payment to Steve Russo for \$150.

*Motion to accept report made by Glenn and seconded by Keith. Motion carried unanimously.* TJ asked Cartier if there is a fee structure in the County Code. He suggested that for legal reasons, an ordinance be done to increase our fees to agree with the County fees.

**7. Board of Elections – No one in attendance**

It appears there is no need for an election again this year. Keith and Glenn will remain Commissioners, and Ross Logan will fill TJ's spot.

**8. Adjustment Report – (Brian Donovan)**

Nothing to report. There has been no word from BIU regarding the ham radio issue from last month.

**9. Planning Commission Report – (Dave Brenner & Scott Mackenzie)**

Dave has signed 10 applications. State has changed its mind about how town rebate funds will be handled. They now want to give us the money, then we issue the state a check and they issue check to owners. *Keith made a motion to open a new EECBG account to reflect money from State, seconded by Glenn. Motion carried unanimously.* Scott will ask the State for all \$240,000 to go in the new account. Elaine gave Curt a State reimbursement check for Dave Brenner's invoices in the amount of \$2,914.02 and will go back in the Stimulus Account.

Solar Panels are operating now and being monitored by Visio monitor through Verizon.

Glenn has taken all the ceiling tiles out in the old Day Care area. He has done a fabulous job and cleaned up his work area. He has been gradually putting out ceiling tiles in the trash containers we already had, so far negating the cost of a dumpster. Elaine will put the ad in the News Journal and town newsletter for bids due 5/30/11 to install the air conditioning. Scott is also getting prices for new flooring which is not included in the EECBG.

**10 Reading and Approval of Bills – (Elaine Chester)**

Elaine read the bills (Attachment B) and presented them to Curt for payment.

*Motion to pay bills as read made by Keith and seconded by Glenn. Motion carried unanimously.*

**11. Old Business**

**Tax Rate and Budget –** Keith reviewed our income and expenses with attendees. Our income (property taxes) doesn't even cover trash removal. Just one benefit of homeowners paying for trash removal through town taxes is that they become tax deductible, which would not be possible if homeowners were paying for private trash removal. Other benefits of having one hauler are better air quality, reduced noise level, less road decay from numerous trucks, and the esthetics of not having trash cans on streets every day to fit different haulers schedules. For those not aware, our taxes not only cover trash and recycle services, but also snow removal, street lights, traffic light and maintenance of town owned property, i.e. repaving of the parking lot. Another reason for an increase is the loss of income from the Day Care and any maintenance we need to do to the building to bring it up to rental condition.

*Keith made a motion to change the tax rate from 45 cents to 50 cents per hundred of valuation, an 11% increase, for the 2011-12 fiscal year, seconded by Glenn. Motion carried unanimously.*

*Motion to accept 2011-12 Operating Budget (Attachment C) by Keith and seconded by Glenn. Motion carried unanimously.*

**Day Care Sign** – Still looking for composite boards to put decal on. Glenn getting 3 prices for decal.

**Auditor Approval** – Held over to next month.

*Motion to move tax and budget discussion to end of meeting made by Glenn and seconded by Keith.*

*Motion carried unanimously.*

**12. Public Comments/Questions (2-3 minutes per person in turn; each person may speak up to 3 times on the same topic)**

Stephanie Arnold expressed interest in doing fund raisers to add playground equipment to the park.

*Keith made a motion to nominate Stephanie as Park Commissioner, seconded by Glenn. Motion carried unanimously.*

**13. New Business**

*Elaine requested permission to order a new Handicapped Parking Only sign for the existing post in the town parking lot. Motion to approve by Glenn, seconded by Keith. Motion carried unanimously.*

**Next Working Meeting – June 8, 2011**

**Next Commission Meeting – June 13, 2011**

**14. Public Comments/Questions (2-3 minutes per person in turn; each person may speak up to 3 times on the same topic)**

No further comments

**15. Adjournment**

*Motion to Adjourn by Keith and seconded by Glenn at 9:35 p.m. Motion carried unanimously.*

**Town of Bellefonte  
Monthly Treasurers Report  
April 2011 Report**

	<b>Commerce Town Account</b>	<b>MSAF Account</b>	<b>Property Transfer Account</b>	<b>Stimulus Account</b>	<b>Total</b>
Balance 04/01/11	\$40,310.48	\$1,094.73	\$114,230.29	\$24,850.16	180,485.66
<b>Receipts</b>					
Transfer from Stimulus Account	255.64				255.64
Town Tax	220.91				220.91
Building Inspection Fee	106.00				106.00
Interest	4.39	0.13	14.08	2.96	21.56
<b>Total Receipts</b>	<b>586.94</b>	<b>0.13</b>	<b>14.08</b>	<b>2.96</b>	<b>604.11</b>
<b>Disbursements</b>					
Trash Collection	11,596.24				11,596.24
Town Utilities	1,591.72				1,591.72
Grant Administration				1,167.89	1,167.89
U.S.Treasury	1,055.51				1,055.51
Landscaping	608.00				608.00
Transfer to Town Account				255.64	255.64
Printing/Mailing				192.10	192.10
Secretary Fee	61.57				61.57
Other/Supplies	45.96				45.96
<b>Total Disbursements</b>	<b>14,959.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,615.63</b>	<b>16,574.63</b>
Ending Balance 04/30/11	\$25,938.42	\$1,094.86	\$114,244.37	\$23,237.49	\$164,515.14
					<b>\$164,515.14</b>

Curt A. Nass  
Treasurer/Tax Collector

April  
Properties: None

**Town of Bellefonte**  
**Monthly Bills Presented for Payment**  
**May 9, 2011**

<b>Town Account</b>	<b>Amount Due</b>	<b>Vendor</b>	
	\$11,566.40	IDS	Trash collection
	697.00	Nature's Call	Landscaping
	500.00	USPS	Postage
	86.32	Delmarva Power	Town hall utilities
	33.10	Delmarva Power	School utilities
	67.00	Delmarva Power	Traffic Light
	1,280.36	Delmarva Power	Traffic Light
	61.57	Elaine Chester	Secretary
	4.00	Elaine Chester	Tax refund
	30.00	Elaine Chester	Supplies
	50.00	Gonser & Gonser	Legal bills
	125.00	ICC	Code council dues
	154.72	Curt Nass	Tax refund
	150.00	Steve Russo	Plumbing inspection
	47.23	Verizon	Telephone
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	<u>\$14,852.70</u>		
 <b>MSAF Account</b>			
	-	Delmarva Power	Traffic Light
	-	Delmarva Power	St. Lights
	<hr/>		
	\$ -		
	<hr/>		
 <b>ARRA Account</b>			
	\$21,500.00	Wise Power Systems	
	1,075.00	David Brenner	
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	<u>\$22,575.00</u>		

## Town of Bellefonte 2011-2012 FY Operating Budget

Cash reserves, beg. balance \$ 150,000 *(estimate, will change with May transactions)*

### RECEIVABLE

Tax Collection (@.45/100)	142,500	
Property Transfer Tax	45,000	
Cable/FIOS franchise royalties	14,000	
Grants	7,000	
Building permits	-	
Plumbing permits	-	
Interest income	200	
<b>TOTAL RECEIPTS</b>		<b>208,700</b>

### PAYABLE

Trash Collection	144,500	
Town Utilities	17,750	
Snow Plowing	15,000	
Attorneys Fees	12,000	
Insurance	8,000	
Tax Commission	7,000	
Landscaping	3,500	
Audit	3,000	
Postage/Mailing/Public Notices	3,000	
Donations	1,500	
US Treasury	1,450	
Office Supplies	1,200	
Treasurers Fee	924	
Memberships	900	
Community Activities	800	
Secretary Fee	677	
Bank Fees	50	
Property Maintenance	30,000	
Building Inspection Fees	-	
Plumbing Inspection Fees	-	
Other	250	
<b>TOTAL PAYABLES</b>		<b>251,501</b>
<b>ENDING BALANCE</b>		<b>\$ 107,199</b>