

Town Commission Meeting
Monday, June 13, 2011 – 7:00 pm
Brandywine Hundred Fire Company #1, 1006 Brandywine Blvd.

ATTENDEES: Elaine Chester, Glenn Suter, T. J. LoVerde, Keith Hughes, Kathy MacDonough, Stephanie Broomall, Carol Hanlon, Steve Russo, Dave Brenner, Ross Logan, John Cartier, Christine Bloemendaal, Boulden, Brandon Dougherty, Nicole Fitzgibbon

1. Call to Order

TJ called the meeting to order at 7:20 p.m.

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

John Cartier introduced his assistant Christine Bloemendaal. John told us the 2012 County capital budget is approved. It is \$40M – 82% of which is for sewer projects. The Governor Printz sewer project is about ½ complete. Claymont is also getting a new library out of this budget. The total Operating Budget is \$240M. County currently in the process of re-districting. Each district must have at least 44,000 people. John's can only grow to the West if the plan is approved. John said Amy Kevis is still our NCC Police representative and will contact her about attending a future meeting.

An attendee asked a question about driveway setbacks. They were told that our building codes mirror the County Code and it needs a curb cutout.

Debra Heffernan congratulated the town and the organizers on a great Art Festival. She advised us that Lindamere may need grinder pumps for new sewer system. She has introduced a bill for the County to pay for maintenance and replacement of those pumps. She will check to see how far Bellefonte Avenue will be repaved.

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

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

4. Treasurer/Tax Collectors Report

In the absence Curt Nass, TJ read the totals of receipts, disbursements and balances from the Treasurer's Report (Attachment A). *Motion to accept as read made by Glenn, second by Kathy. Motion carried unanimously.*

5. Building Inspector Report

In the absence of Kyle, TJ read the list of building permits issued by BIU:

1117 Highland Ave – Bilco doors (BP 11-10) \$50

1100 Grandview Ave – (BP 11-07) \$50

6. Plumbing Inspector Report: - (Steve Russo)

Steve presented checks for the following completed permits:

1001 Melrose Ave – HVAC \$50

700 Philadelphia Pike – Plumbing for Ice Cream Store \$50

1104 Bellefonte Ave – 2 A/C units \$50

1104 Monterey Place – HVAC \$50

709 Brandywine Blvd – Sink plumbing \$50

1207 Brandywine Blvd – HVAC \$50

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

A check for \$50 for a water heater at 409 Grove Ave will be returned and replaced by a \$25 fee as dictated by our town permit fee schedule.

7. Board of Elections

No one present to report. No election was needed because the number of candidates equaled the number of openings. Curt Nass still needs to be sworn in.

8. Board of Adjustment Report – (Brian Donovan)

Nothing to report

9. Planning Commission Report – (Dave Brenner)

Status of HVAC bid – Two contractors came for review of the HVAC installation project at Town Hall and the previous Day Care. Bids were due by May 30th. No one has responded. Waiting for bid from Calvert.

Energy auditor felt \$9,000 was enough for insulation.

Prices for flooring in the day care from Giannone Flooring are as follows: Tile and 2 rooms of carpet \$4,539; all carpet except kitchen \$4,345. Glenn getting bid on Friday (6/17) for epoxy floors.

\$60,000 was received for new EECBG account but was put in Stimulus Account until new account is set up. Tabling discussion for details of new account until special meeting to swear in Curt Nass. Only necessary for Planning Commission to give a statement of account at Commission Meetings. Both Planning Commission and Commissioners don't want to home owners to have to wait until a Commission meeting for approval to get their town rebate.

10. Reading and Approval of Bills

When it was known that the treasurer would not be in attendance this evening, checks were issued for the routine/monthly invoices already received, pending approval by the Commission. Those six invoices are noted with an * in Attachment B.

Glenn made a motion to approve payment of only these 6 invoices, Kathy seconded. Motion passed with Keith abstaining.

The balance of the bills will be read for approval at a special meeting when Curt will be sworn in.

11. Old Business

- Auditor – Tabled until special meeting.

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

None

13. New Business

- Swearing in of new Commissioners – TJ swore in new Commissioner Ross Logan and current Commissioner Keith Hughes. *Kathy made a motion to swear in Glenn to fill the remaining Commission position, seconded by Ross. Keith swore in Glenn. Glenn made a motion to nominate Brandon Dougherty to fill a vacancy on the Planning Commission, seconded by Ross. Motion carried unanimously.*
- Swearing in of Tax Collector/Assessor – Tabled until special meeting
- Approve budget for town picnic – *Glenn made a motion to table the picnic ideas until next meeting, Kathy seconded. Motion carried unanimously.*

Next Working Meeting Date – Wednesday, July 6, 2011 – cancelled due to holiday

Next Commission Meeting Date – Monday, July 11, 2011

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

Christine will report tree down in back yard (rear of town hall) at 906 Brandywine.

Al Boulden expressed concern over a problem of people driving the wrong way up Bellefonte Ave and not stopping at the stop sign at Brandywine and Bellefonte. He also mentioned he has seen police officers sitting and chatting with each other at the fire house for lengthy periods.

15. Adjournment

Glenn made a motion to adjourn at 9:02 p.m., seconded by Kathy. Motion carried unanimously.

Special meeting of Commissioners directly after adjournment.

This brief meeting was held to decide which Commissioners would be the President and Secretary. Keith was approved as President and Elaine will continue as Secretary.

Special meeting to swear in Curt Nass as Treasurer/Tax Collector/Appraiser and to approve remainder of invoices will be held on 6/21/11 at Town Hall.

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

	Commerce Town Account	MSAF Account	Property Transfer Account	Stimulus Account	Total
Balance 05/01/11	\$25,938.42	\$1,094.86	\$114,244.37	\$23,237.49	164,515.14
Receipts					
Town Tax	1,979.69				1,979.69
Interest	2.52	0.14	14.55	2.07	19.28
Total Receipts	1,982.21	0.14	14.55	2.07	1,998.97
Disbursements					
Solar Installation				21,500.00	21,500.00
Trash Collection	11,566.40				11,566.40
Town Utilities	1,514.01				1,514.01
Grant Administration				1,075.00	1,075.00
Landscaping	697.00				697.00
Postage	500.00				500.00
Donations (Arts Festival)	250.00				250.00
Tax Refund	158.72				158.72
Plumbing Inspection Fee	150.00				150.00
Building Inspection (BIU)	150.00				150.00
Membership	125.00				125.00
Secretary Fee	61.57				61.57
Legal Fees	50.00				50.00
Other/Supplies	30.00				30.00
Total Disbursements	15,252.70	0.00	0.00	22,575.00	37,827.70
Ending Balance 05/31/11	\$12,667.93	\$1,095.00	\$114,258.92	\$664.56	\$128,686.41
					\$128,686.41

Curt A. Nass
Treasurer/Tax Collector

May Properties:

Town of Bellefonte Monthly Bills Presented for Payment June 13, 2011

Town Bills

June 11, 2011

Town Account	Amount Due	Vendor	Description
	180.00	* Nature's Call	Landscaping
	437.66	* BCD	Mailings
	59.40	Delmarva Power	Town hall utilities
	33.10	Delmarva Power	School utilities
	33.20	Delmarva Power	Traffic Light
	1,282.15	Delmarva Power	St. Lights
	62.90	* Elaine Chester	Secretary
	68.99	* Elaine Chester	Supplies
	75.00	Teija Salmela	Donation
	72.00	ABC Locksmith	School Door
	943.50	Curt Nass	Treasurer's Fee
	200.00	BIU	Building Inspection
	800.00	DE League of Local Gov	Membership
	40.32	* News-Journal	Advertising
	1,098.49	* Dave Brenner	ARRA Admin
	150.00	Steve Russo	Plumbing inspection
	312.70	* Verizon	Initial Billing for Internet/phone
	153.12	Verizon	Telephone
	\$ 6,002.53		

* Paid 6/13/11

Property Transfer Account

11,942.15	IDS	Trash collection
5,528.00	Selective Insurance	Insurance
1,200.00	RG Anderson	Insurance/Bond
\$ 18,670.15		

MSAF Account

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\$ -

ARRA Account

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