

Town Commission Meeting Minutes
Monday, July 11, 2011 – 7:00 pm
Bellefonte Town Hall, 901A Rosedale Avenue

ATTENDEES: Elaine Chester, Brian Donovan, Michael Bremer, Ross Logan, Dave Brenner, Kathy MacDonough, Brandon Dougherty, John Cartier, Debbie Heffernan, S/Cpl A. Kevis, Curt Nass

1. Call to Order

Keith called the meeting to order at 7:12 p.m.

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

Michael Bremer - Mr. Bremer thanked the Town for initiating the Bellefonte Green Zone (BGZ) program of which he has taken advantage. He was attending also to talk about the CB radio antenna that his neighbor has installed on his property. It is 7'2" from Mr. Bremer's property line. It is 30' high. The Commission did not find anything in our code that addresses height. Mr. Bremer is concerned that the pole is not grounded and it is directly across from his daughter's bedroom.

Action Item: Keith will turn over to the Town Solicitor. We will get back to him with attorney's findings.

Amy Kevis – Corporate Communication Officer for 5 years and with NCCP 19 years. She will be going back on the road next week. Amy gave some crime statistics for our town. There were 4 burglaries in the 1100 block of Wynnebrook. Some residents not locking their homes or cars. There were 242 complaints – these were not all crimes. Some of them were property checks, noise complaints, and hang ups. She handed out business cards and Burglary Prevention brochures.

Debbie Heffernan – Legislative session ended June 30th. The bill that she sponsored for the County to be responsible for grinder pump maintenance and replacement passed in the House and Senate. Another bill – Pollution violator fines can only be used in local areas, not down state. There is quite a bit of money in that fund. Chronic violators pay more and more with each violation. Secretary of DNRC has final say on approval of projects funded with the fines. We can contact her to start a process.

Mt. Pleasant Elementary School - Board of Education still going to go there. They are still renovating inside. The exterior has drainage problems and they probably won't be in until winter. Brian asked about run off from school adding to drain behind his house. Debbie told him that the construction would have to conform to NCC run off/drainage codes.

Attendees would like DeIDOT to look at putting in stop signs at the corner of Fairview & Marian and Beeson & Wynnebrook because of excessive speeding on Marion and Beeson. She will be seeing DeIDOT tomorrow and will mention it.

John Cartier – Welcomed Ross and thanked him for volunteering. He reiterated Amy Kevis's speech about locking things up. He and his neighbor have both been victims. Said NCC government meets 11 months each year – off August.

Revenue diversification – Does Bellefonte have any cell phone towers? They could be a source of additional income. The County is doing more with less; therefore, he mentioned that now would not be a good time to ask the County to take over building inspection duties. We should still give John a

copy of the Land Use Code and Building Code to take to County. We would need an ordinance to revise our fee schedule.

811 Brandywine – We should check with Kyle on the status of the construction. The building permit is faded and posted too high to read.

Action Item: Keith will send Kyle an e-mail with dates of the rest of our Commission meetings.

Keith was curious as to what the new traffic pattern will be to take effect on 7/14 on Governor Printz.

Kathy made mention that there are two teens living on Rosedale just out of the penal system and cutting through back yards. Keep vigilant.

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

Motion to approve minutes of 6/13/11 minutes as reviewed and corrected made by Kathy, seconded by Ross. Motion carried unanimously.

Motion to approve minutes of 6/21/11 meeting as reviewed made by Kathy seconded by Ross. Motion carried unanimously.

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

a. Financial Reports; Assessment Changes; Property Transfers; Tax Issues

Curt read the report (Attachment A). *Motion to approve report as revised made by Ross, seconded by Elaine.* Discussion: Curt will move grand admin fee of \$1,098.49 from Stimulus Account to Town Account. **Action Item:** Keith will make a list of what he needs to see to account for moving of funds so there is a clear picture of all EECB funding.

Motion carried unanimously.

5. Building Inspector Report

Kyle was not in attendance but there was one permit and check on desk:

705 Brandywine – Roofing \$50

6. Plumbing Inspector Report

No one in attendance

7. Board of Adjustment Report

Brian will have building inspector sign plans for 701 Highland. Commission agreed to attach Town Seal without any signatures

8. Reading and Approval of Bills

Elaine read the bills (Attachment B). *Motion to approve the bills as read by Ross, seconded by Kathy. Motion carried unanimously.*

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

Scott presented the minutes of the Planning Commission on 7/7/11. *Motion to approve recommended vendors, Fran Iacono for electrical work, Two DDs for air sealing & insulation and Calvert for the HVAC system made by Elaine and seconded by Ross. Motion carried unanimously. Commission approved PC request to have 100 copies made of the new Land Use Code at Staples.*

Brandon will be updating the Planning Commission portion of the website.

Dave said we have reserved \$186,000 of the BGZ \$240,000 grant. This program has enabled the citizens of Bellefonte to put \$511,000 into the economy.

10. Old Business

- **Approval of Auditor** – Kathy will talk to Mike Mood and Steve K. and will ask them to do fiscal year 2010 & 2011.
- **Town Picnic budget & events** – 9/17 “Celebration of America” with hot dogs and drinks provided by the town. There will be a list of items residents can sign up to bring on facebook to help keep the cost down for the taxpayers. *Elaine made a motion to approve \$200 for picnic expenses, seconded by Kathy. Motion carried unanimously.*
- **Correspondence** – Received a letter from Marro Builders stating that 906 Brandywine will be demolished within the next 30 days. They will need a demolition permit.

Elaine made a comment that there are currently 16 houses for sale and several for rent in town.

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

12. New Business

- Newsletter items – The picnic date and details will be included along with the reminder to be vigilant about locking up our homes and autos.

Next Working Meeting Date – Wednesday, August 3, 2011

Next Commission Meeting Date – Monday, August 8, 2011

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

14. Adjournment

Elaine made a motion to adjourn at 10:26 p.m., second by Kathy. Motion carried unanimously.

Submitted by Elaine Chester,
Commission Secretary

Town of Bellefonte
Monthly Treasurers Report
June 2011 Report

| | Commerce Town Account | MSAF Account | Property Transfer Account | Stimulus Account | Stimulus Refund Account | Total |
|----------------------------|-----------------------------|-----------------|---------------------------------|----------------------------|-------------------------------|---------------------|
| Balance 06/01/11 | \$12,667.93 | \$1,095.00 | \$114,258.92 | \$664.56 | \$0.00 | 128,686.41 |
| Receipts | | | | | | |
| State Grant | | | | \$63,989.02 (60,000.00) | 60,000.00 | \$63,989.02 - |
| Property Transfer Tax | | | 2,533.50 | | | 2,533.50 |
| Town Tax | 456.00 | | | | | 456.00 |
| Building Inspection Fee | 490.00 | | | | | 490.00 |
| Plumbing Inspection Fee | 650.00 | | | | | 650.00 |
| Interest | 1.28 | 0.11 | 11.26 | 2.67 | 0.79 | 16.11 |
| Total Receipts | 1,597.28 | 0.11 | 2,544.76 | 3,991.69 | 60,000.79 | 68,134.63 |
| Disbursements | | | | | | |
| Trash Collection | | | 11,942.15 | | | 11,942.15 |
| Insurance | | | 6,728.00 | | | 6,728.00 |
| Town Utilities | 1,873.67 | | | | | 1,873.67 |
| Grant Administration | 1,098.49 | | | | | 1,098.49 |
| Treasurer's Fee | 943.50 | | | | | 943.50 |
| Membership | 800.00 | | | | | 800.00 |
| Mailings | 437.66 | | | | | 437.66 |
| Building Inspection (BIU) | 200.00 | | | | | 200.00 |
| Landscaping | 180.00 | | | | | 180.00 |
| Plumbing Inspection Fee | 150.00 | | | | | 150.00 |
| Donations | 75.00 | | | | | 75.00 |
| Maintenance | 72.00 | | | | | 72.00 |
| Secretary Fee | 62.90 | | | | | 62.90 |
| Advertising | 40.32 | | | | | 40.32 |
| Other/Supplies | 68.99 | | | | | 68.99 |
| Total Disbursements | 6,002.53 | 0.00 | 18,670.15 | 0.00 | 0.00 | 24,672.68 |
| Ending Balance 06/30/11 | \$8,262.68 | \$1,095.11 | \$98,133.53 | \$4,656.25 | \$60,000.79 | \$172,148.36 |
| | | | | | | \$172,148.36 |

Curt A. Nass
Treasurer/Tax Collector

June Properties: 1000 Prospect Ave

**Town of Bellefonte
Monthly Bills Presented for Payment
July 11, 2011**

Town Account

| Amount Due | Vendor | Description |
|-------------|----------------|---------------------|
| 225.00 | Nature's Call | Landscaping |
| 51.03 | Delmarva Power | Town hall utilities |
| - | Delmarva Power | School utilities |
| 20.92 | Delmarva Power | Traffic Light |
| 1,271.42 | Delmarva Power | St. Lights |
| 62.90 | Elaine Chester | Secretary |
| 159.60 | US Treasury | Q2 Taxes |
| <hr/> | | |
| \$ 1,790.87 | | |
| <hr/> <hr/> | | |

Property Transfer Account

| | | |
|--------------|-----|------------------|
| 11,942.15 | IDS | Trash collection |
| <hr/> | | |
| \$ 11,942.15 | | |
| <hr/> <hr/> | | |

MSAF Account

| | | |
|-------------|----------------|---------------|
| - | Delmarva Power | Traffic Light |
| - | Delmarva Power | St. Lights |
| <hr/> | | |
| \$ - | | |
| <hr/> <hr/> | | |

ARRA Account

| | | |
|-------------|--------------|--|
| 1,025.00 | Dave Brenner | |
| - | | |
| <hr/> | | |
| \$ 1,025.00 | | |
| <hr/> <hr/> | | |