

## **Town Commission Meeting Minutes Monday, December 12, 2011 – 7:00 pm**

**ATTENDEES:** Elaine Chester, Keith Hughes, Kathy MacDonough, Curt Nass, Dave Brenner, Brian Donovan, John Cartier, Scott Mackenzie, Steve Russo, Rich Mulhern, Andrew Shackelford, Allen Thienpont, Mike and Jennifer Netta

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

Treasurer's Report had originally been moved to the beginning of the meeting because of Curt's work schedule, but he was not able to get here early, so *Kathy MacDonough made a motion to move the Treasurer's Report until Curt can get here.* While waiting for Curt, special guests were heard. Keith later called the meeting to order at 7:20 p.m.

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

**Prior to the official meeting starting – Allen Thienpont, General Manager of Waste Industries** – introduced himself. He explained they are exploring the possibility of changing trash and recycle pick up to same day service in February. They would send plenty of surveys and notices to residents in advance of any official changes. The Commission thanked them for taking the time to bring this to our attention in person and gave them positive feedback on their service and their excellent / pleasant office assistance when they have a need to call.

**John Cartier** – There is a new Family Dollar store going in Merchant Square (owned by Allied Retail Properties). Governor Printz Blvd. was closed North bound for extensive work over the past weekend. Heavy duty fines were in place for work not being completed on the sewer line. New Castle County Government Fiscal year 2012 budget deliberations are going on now. They hope to have a balanced budget without a deficit. Police are in binding arbitration – no contract. 64 cents of every tax dollar is for police protection. Council to receive draft Comprehensive Plan to State Government. This is a guide for planning decisions in New Castle County. They hope to address long standing issues with commercial zoning on Philadelphia Pike. Marsh Road community is against a super Wawa going in at the Welden House property at Marsh Rd/Philadelphia Pike/Lore Ave intersection. This house dates back to late 1830s and was the Penny Hill Donut Shop. The Farm Market property at Washington St. Ext and Philadelphia Pike is not an option because a super Wawa requires 2 acres of land.

**Andrew Shackelford** - brought up traffic issues on Brandywine Blvd. 700 Brandywine property is still littering his property with debris and it is a fire hazard. 1223 Rosedale is a mess and 1127 Brandywine has 2 dilapidated cars in its yard. John will check on all locations.

Kathy asked what is the length of time a buyer has to record a deed for a property bought at Sheriff's Sale? John can check on that also.

*Kathy made a motion to hear Treasurer's Report now, seconded by Elaine.*

### **3. Treasurer/Tax Collector's Report – (Curt Nass)**

Curt presented the Treasurer's Report (Attachment A)

Curt has contacted the bank 3 times to correct the bank fees. They should be reversed by next statement.

*Motion to accept as read made by Elaine, second by Kathy. Motion carried unanimously.*

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

Elaine read correction to item #8 in the previously approved October 10 minutes.

*Kathy made a motion to re-approve the minutes of the 10/10/11 meeting as read, seconded by Elaine. Motion carried unanimously. Kathy made a motion to waive reading of November 14 minutes and approve them as previously reviewed via e-mail and corrected, second by Elaine. Motion carried unanimously.*

**5. Building Inspector Report – (No one in attendance)**

Elaine read report from Kyle Bendler submitted by e-mail. Received checks for the following:

706 Rosedale Avenue - \$50 – Roof

1225 Rosedale - \$376 – reconstruction of garage

**6. Plumbing Inspector Report - (Steve Russo)**

Steve presented checks for the following permits:

901A Rosedale – Heat Pumps \$50

803 Elizabeth – Gas line to generator \$50

We will owe Steve \$50

**7. Board of Adjustment Report - (Brian Donovan)**

Nothing to report.

**8. Reading and Approval of Bills**

Elaine read the bills (Attachment B). *Motion to approve bills for payment by Kathy, second by Elaine. Motion carried unanimously.*

**Action Item: Curt will have Barbacane Thornton reissue engagement letters in name of Town of Bellefonte rather than his name.**

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

**Scott Mackenzie** – Still making progress on HVAC – almost done. Dropped ceiling, electric, and insulation have to be coordinated. Ceiling work will start in office. Dave will be participating in a conference call tomorrow to see how uncommitted \$10-15,000 from grant can be used by the town for further improvements to town hall complex.

**Motion to approve up to \$800 to proceed with carpet replacement in the storeroom and upper office by Joey Gianonne made by Elaine, second by Kathy. Motion approved unanimously.**

**Action Item: Scott will order spring**

**Dave Brenner** – Will set up a walk through with the fire marshal in the old day care just to make sure everything is in order should we find a new tenant. *Motion to continue Dave's contract as Administrator from January 1, 2012 to December 31, 2012 made by Elaine, second by Kathy. Motion carried unanimously.*

**10. Old Business**

- **Action Item: Keith will contact owner of 700 Philadelphia Pike to delineate parking spaces at the ice cream business.**

**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**

- **Action Item:** Keith will ask Glen Suter to submit a resignation letter to the Commission.
- Keith suggested Ross would be a good person to do a street evaluation for repaving.
- It was noted that residents should contact the County Code enforcement about dumpsters in the streets for lengthy periods.
- Keith swore in the Plumbing Inspector.
- Next Meeting Date – Monday, January 9, 2012.

## **13. Public Comments/Questions (2-3 minutes per person in turn; each person may speak up to 3 times on the same topic) None**

## **14. Adjournment**

*Motion made to adjourn at 9:50 p.m. made by Kathy, seconded by Elaine. Motion carried unanimously.*

*Compiled by: Elaine Chester, Secretary*

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

	Town Account	MSAF Account	Property Transfer Account	Stimulus Account	Stimulus Refund Account	Total
Balance 11/01/11	\$104,723.19	\$8,127.36	\$88,868.55	\$24,985.88	\$31,987.64	\$258,692.62
Receipts						
Town Tax	1,861.63					1,861.63
State Reimbursement				651.48	33,391.58	34,043.06
Interest	8.41	0.67	7.30	1.95	1.72	20.05
<b>Total Receipts</b>	<b>1,870.04</b>	<b>0.67</b>	<b>7.30</b>	<b>653.43</b>	<b>33,393.30</b>	<b>35,924.74</b>
Disbursements						
Program Rebates					30,400.00	30,400.00
Trash Collection	11,956.67					11,956.67
Maintenance (solar)				2,000.00		2,000.00
Town Utilities	1,523.23					1,523.23
Maintenance (electrical)	1,200.00					1,200.00
Grant Administration				1,200.00		1,200.00
Landscaping	180.00					180.00
Plumbing Inspector Fees	75.00					75.00
Secretary Fee	62.90					62.90
U.S. Treasury	26.60					26.60
Supplies/Other	20.98					20.98
Bank Fee					11.10	11.10
<b>Total Disbursements</b>	<b>15,045.38</b>	<b>0.00</b>	<b>0.00</b>	<b>3,200.00</b>	<b>30,411.10</b>	<b>48,656.48</b>
Ending Balance 11/30/11	\$91,547.85	\$8,128.03	\$88,875.85	\$22,439.31	\$34,969.84	\$245,960.88
						<b>\$245,960.88</b>

Curt A. Nass  
Treasurer/Tax Collector

Nov.  
Properties:

**Town of Bellefonte  
Monthly Bills Presented for Payment  
December 12, 2011**

	<b>Amount Due</b>	<b>Vendor</b>	<b>Description</b>
<b>Town Account</b>	11,951.15	IDS	Trash collection
	1,269.46	Delmarva Power	St. Lights
		Delmarva Power	School utilities
	95.77	Delmarva Power	Town hall utilities
	21.13	Delmarva Power	Traffic Light
	515.00	Nature's Call	Landscaping
	400.00	Pro Spray Pest Control	Pest control
	275.00	Gonser & Gonser	Legal
	265.15	Elaine Chester	Frames
	111.61	Verizon	Phone
	62.90	Elaine Chester	Secretary
	50.00	Steve Russo	Plumbing Inspection
	\$ 15,017.17	Total	
<b>Property Transfer</b>	3,542.50	Master Acoustical	Day Care Ceiling
	\$ 3,542.50	Total	
<b>ARRA Account</b>	925.00	Dave Brenner	Administrator
	3,500.00	Iacono Electric	
	2,300.00	Delmarva Insulation	
	\$ 6,725.00	Total	
<b>ARRA Rebate Acct</b>	3,226.00	ICF Resources	1212 Talley
	6,400.00	ICF Resources	502 Maple
	16,872.69	ICF Resources	406 Grove, 1109 Monterey, 1109
	6,400.00	ICF Resources	Wynnbrook 501 Maple
	\$ 32,898.69	Total	