

## Town Commission Meeting Minutes Monday, January 9, 2012 – 7:00 pm

### Commissioner Attendees:

Keith Hughes, President	Y	
Elaine Chester, Secretary	Y	
Kathy MacDonough	Y	
Ross Logan	Y	
Glen Suter	N	No call, no show
Curt Nass, Treasurer	Y	

### Other Attendees:

Carol Dougherty, Brian Donovan, Steve Russo, Scott MacKenzie, John Cartier, Dave Brenner

### Public Comments were heard prior to call to order while waiting for a quorum:

**John Cartier** – Phase I of Gov. Printz sewer project is done and turn lanes have been restored. County Executive State of County address will be tomorrow night (1/10). Chanel 22 will broadcast. Council will begin Comprehensive Plan deliberations and go into spring. Review is currently required every five years but, the next time it needs to be reviewed is 10 years. There was an article in News Journal about Merchant Square and the new Family Dollar store going in by spring. It also mentioned a Fortune 300 store possibly coming in the large store on the Edgemoor Road side. John presented a list of County Code complaints. Harschal Pruitt has been following up on complaints. Dave asked about dumpsters and was advised to file complaints through the County Code website.

#### 1. Call to Order – (Keith Hughes)

Keith called the meeting to order at 7:25 p.m.

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

Several attendees wanted to know the status of the police report about the break-in at the old day care. John was of the opinion that the problem is a lack of courtesy, volume of calls, and no follow-through. Scott wants to log a formal complaint. It was mentioned that Facebook has noted car break-ins and Ross's roommate had a car window shot out with a bebe gun on Christmas Eve.

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

*Elaine made a motion to waive the reading of the minutes of the December 12, 2011 meeting and approve them as reviewed via e-mail and corrected. Seconded by Ross. Motion carried unanimously.*

#### 4. Reading and Approval of Bills – (Elaine Chester)

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

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

Curt presented the Treasurer's Report (Attachment A)  
The bank fees have been refunded (\$66.40) Crystal Ballroom has once again filed for bankruptcy today. It was scheduled to go to Sherriff sale tomorrow. *Motion to move \$39,400 from Property Transfer account to the Stimulus Account to Pay the Calvert bill made by Elaine and seconded by Ross.*

*Motion carried unanimously Motion to approve Treasurer's Report as read made by Elaine, second by Ross. Motion carried unanimously.* Keith signed revised engagement letters for audit. **Action Item: Kathy will give letters to auditors at a meeting she will be attending at work tomorrow with the same auditors.** Curt said two year audit complete and just waiting for partner to review. Should get draft by end of January.

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

No report submitted, but it should be noted that the invoice submitted stated the final inspection on 811 Brandywine was done on 12/5/11 and it passed.

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

Steve had nothing to report, but presented \$465 cash for the scrap value of the copper rain gutters that were replaced on the day care portion of the complex.

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

Nothing to report.

John Cartier discussed pros and cons of County taking over building inspections. Bellefonte wants the County to take over building inspection only. Town zoning would remain under the town jurisdiction. They would stamp approval and then it would go to County for building inspections.

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

**Scott Mackenzie** – Charter revision almost complete. Heat pumps working well and very quiet. Grid work in for ceiling in day care. Condensers bolted down to discourage theft. Received notice from DPL that net metering started November 11, 2011. We will get paid for tax credits of about \$1,200. Wise sells the credits. **Motion to approve up to \$200 to repair the circulator pump for back-up heat in the upper classroom made by Elaine, second by Kathy. Motion carried unanimously.** While on site, it was noticed that water was entering the heater room because of low spot in back of complex. **Action Item: Elaine will contact Nature's Call Landscaping to talk about grading towards Marion Ave.** Home Depot is having a clearance on kitchen cabinets. **Motion to approve up to \$500 for cabinets for old day care made by Elaine, second by Ross. Motion carried unanimously. Action Item: Scott will contact Joey Gianonne to inform him of carpet color Barberry chosen for records store room and office.**

**Dave Brenner** – Debra Heffernan has called the State about the rebate program problems. State called Dave and told him he didn't need to have her call, but it worked. Has now received bills for about \$60,000 for town rebate program. We were contacted 2 weeks before Christmas to tell us about how \$70,000 could be divided amongst 47 towns!

**10. Old Business**

- **Action Item: Keith will continue to try to contact Glen Suter to submit a resignation letter to the Commission. The number we have for him is bad; Carol may have another number for him.**

**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**

- Kathy will remain the contact for snow removal authorization.
- **Action Item: Ross will contact 811 Brandywine about sign questions they have (reference 604.C of NCC Land Use Code)**

- There was a suggestion about making the downstairs a museum for Brandywine Hundred. For old pictures of Bellefonte you can go to [DigitalHagley.com](http://DigitalHagley.com).
- Un-decorating town hall date is Saturday, 1/21 at 10:00
- Next Meeting Date – Monday, February 13, 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 9:27 p.m. made by Elaine, seconded by Ross. Motion carried unanimously.*

*Compiled by: Elaine Chester, Secretary*

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

	Town Account	MSAF Account	Property Transfer Account	Stimulus Account	Stimulus Rebate Account	Total
Balance 12/01/11	\$91,547.85	\$8,128.03	\$88,875.85	\$22,439.31	\$34,969.84	\$245,960.88
Receipts						
State Reimbursement				525.00	28,826.00	29,351.00
Town Tax	1,495.28					1,495.28
Building Inspection Fee	488.00					488.00
Plumbing Inspection Fee	250.00					250.00
Bank Credit					66.40	66.40
Interest	7.36	0.69	7.38	1.65	2.91	19.99
Total Receipts	2,240.64	0.69	7.38	526.65	28,895.31	31,670.67
Disbursements						
Program Rebates					32,898.69	32,898.69
Trash Collection	11,951.15					11,951.15
Maintenance (elec/Insulation)	2,382.00		3,542.50	5,800.00		11,724.50
Town Utilities	1,497.97					1,497.97
Legal Fees	1,037.50					1,037.50
Grant Administration				925.00		925.00
Landscaping	515.00					515.00
Printing/Mailing	438.02					438.02
Supplies/Other	275.15					275.15
Secretary Fee	62.90					62.90
Plumbing Inspector Fees	50.00					50.00
Bank Fee					13.87	13.87
Total Disbursements	18,209.69	0.00	3,542.50	6,725.00	32,912.56	61,389.75
Ending Balance 12/31/11	\$75,578.80	\$8,128.72	\$85,340.73	\$16,240.96	\$30,952.59	\$216,241.80
						<b>\$216,241.80</b>

Curt A. Nass  
Treasurer/Tax Collector

Dec.  
Properties:

**Town of Bellefonte**  
**Monthly Bills Presented for Payment**  
**January 9, 2012**

	<b>Amount Due</b>	<b>Vendor</b>	<b>Description</b>
<b>Town Account</b>	11,364.98	IDS	Trash collection
	7,956.60	Curt Nass	Tax Commission
	1,269.46	Delmarva Power	St. Lights
	472.71	Delmarva Power	School utilities(actual rdg)
	79.40	Delmarva Power	Town hall utilities
	20.94	Delmarva Power	Traffic Light
	400.00	Joe Giannone	Carpet Deposit
	250.00	B.I.U.	Building Inspection
	111.65	Verizon	Phone
	62.90	Elaine Chester	Secretary
	60.82	Elaine Chester	Christmas & Office Supply Expenses
	26.60	U.S. Treasury	Q4 2011 Taxes
	<u>9.95</u>	Dave Brenner	Website
	<u>\$ 22,086.01</u>	Total	
<b>Property Transfer</b>	<u>39,400.00</u>	Transfer to ARRA Acct	for Calvert
	<u>\$ 39,400.00</u>	Total	
<b>ARRA Rebate Account</b>	725.00	Dave Brenner	
	<u>39,400.00</u>	Calvert Mechanical	HVAC
	<u>\$ 40,125.00</u>	Total	