

## Town Commission Meeting Minutes Monday, June 20, 2012 – 7:00 pm

### Attending Commissioners:

Keith Hughes, President	Y	
Elaine Chester, Secretary	Y	
Kathy MacDonough	Y	
Ross Logan	N	Work Conflict
Glenn Suter	N	No Call, No Show
Curt Nass, Treasurer	Y	

### Other Attendees:

Mike DiFonzo, Steve Russo, Frank Holodick, Dave Brenner, John Eakin, Judy Byrne, Brandon Dougherty, Councilman John Cartier, Ann Schneider, Brian Donovan, Mark Wierzbowski, Rich Mulhern, David Wishowsky, Scott Mackenzie

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

Keith called the meeting to order at 7:05 p.m.

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

**Mike DiFonzo** – Since Mike donates the magnets with the names of town officials on them, he thought it was a good idea to stop and see what was going on about the elections. This will be discussed later in the meeting.

**Councilman John Cartier** – At the end of May, the County approved the 2013 budget without any increases for the taxpayers. The date for the ice cream festival is July 7 and 8<sup>th</sup> at Rockwood Park. Part of the small admission fee will be set aside for future maintenance.

Gov. Printz sewer project has reached an impasse with the contractor Meyers over safety and a large gas line being so close to the excavation route. Since lawyers are involved, John is working on getting barriers removed for the convenience of the residents.

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

*Kathy made a motion to waive the reading of the minutes of the April 16, 2012 meeting and approve them as reviewed via e-mail. Seconded by Elaine. Motion carried unanimously.*

Minutes will be posted to the web site.

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

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

Curt read the Treasurers report. See Attachment A. Dave and Curt are reconciling the Stimulus Accounts. Also waiting for a bill from State so owed funds can be returned. *Motion to accept report made by Kathy. Seconded by Elaine. Motion carried unanimously.*

**Special Note:** Crystal Center back taxes in excess of \$16,000 have been paid by the credit union holding the mortgage. Also received property transfer tax for 906 Brandywine. Both will show in next month's report.

#### 5. Board of Elections – (Kathy MacDonough)

We missed the filing deadline last month. Kathy presented proposed new election schedule. *Motion to approve new calendar made by Elaine. Seconded by Kathy. Motion carried unanimously.*

Keith swore in the members of the Board of Elections: Dave Wishowsky, Judy Byrne, and Ann Schneider.

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

Elaine read the report that had been submitted via e-mail from Kyle Bendler. See Attachment B. There was much discussion around the proposed three- story, 12 apartment structure (including parking on the ground floor) at 906 Brandywine Blvd. Attendees realize there are no stipulations in the town land use regulations to prevent it but feel the structure is not taking the spirit of the town into consideration in its design.

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

Steve presented the following permits:

1205 Talley Road – Rough and final plumbing inspection - \$50

700, 701, 702, 704, 706, 711 Maple – Install County sewer cleanouts - \$300 paid by County contractor

1005 Melrose Ave – Heater replacement - \$50

701 Highland Avenue – Plumbing & HVAC permit - \$100

200 Beeson Road – New HVAC completion - \$50

400 Grove Ave – Plumbing & HVAC - \$100

1001 Highland Ave – Backdated permit for adding 1 bath 8 years ago - \$50

722 Philadelphia Pike – New HVAC - \$50

Check will be issued to Steve for \$375

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

Nothing to report

**9. Planning Commission Report – (Scott Mackenzie)**

- Status of Charter Review – Attorney Gonser advice on new Charter Home Rule- Would need referendum to approve. Needs 10% of registered voters OR have it ratified by State legislature. We would still be required to hold public hearings. In regards to annexation, Attorney Gonser sent examples of other town’s process. They will add process to the new Charter.

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

Elaine read the bills for payment. See Attachment C. *Motion to approve bills for payment by Kathy. Seconded by Elaine. Motion carried unanimously.*

**11. Old Business**

- Purchase of new copier – Ross not in attendance to update
- Review findings in Independent Accountant’s Report – tabled until some Commissioners review

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

**Mark Wierzbowski of 99 Beeson Road** - Stated that Waste Management has told him he is not in Bellefonte and they are not picking up trash or recycling. **Elaine will contact Mike Netta to get straightened out and have a new trash and recycle can delivered.**

**13. New Business**

- Swear in Board of Adjustment members – will be done at next meeting because all not in attendance.
- Approve Budget for Town Picnic – 9/29/12 - **Motion to approve \$1,000 for town picnic made by Elaine. Seconded by Kathy.**
- Swear in Tax Collector and Tax Assessor – can’t be done until after elections.
- **Elaine will contact Nature’s Call about doing weekly weeding in all flower beds and cutting behind town hall.**
- Correspondence – Town has been notified that all sales people that go door to door need a State of Delaware license.
- Next Commission Meeting Date – Monday, July 9, 2012

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

**15. Adjournment** – *Elaine made a motion to adjourn at 9:00. Seconded by Kathy. Motion carried unanimously.*

Compiled by Elaine Chester  
Commission Secretary

**Town of Bellefonte**  
**Monthly Treasurers Report**  
**May 2012 Report**

	Town Account	MSAF Account	Property Transfer Account	Town Accounts Sub- Total	Stimulus Account	Stimulus Rebate Account	Total
Balance 05/01/12	\$32,405.41	\$5,535.33	\$56,912.14	<b>\$94,852.88</b>	\$77,178.77	\$1,665.70	<b>\$173,697.35</b>
<b>Receipts</b>							
State Reimbursement				<b>0.00</b>			-
Property Transfer Tax			6,391.50	<b>6,391.50</b>			<b>6,391.50</b>
Building Inspection Fee	1,192.00			<b>1,192.00</b>			<b>1,192.00</b>
Town Tax	240.48			<b>240.48</b>			<b>240.48</b>
Fees	50.00			<b>50.00</b>			<b>50.00</b>
Interest	2.66	0.44	4.53	<b>7.63</b>	6.54	0.14	<b>14.31</b>
Total Receipts	1,485.14	0.44	6,396.03	<b>7,881.61</b>	6.54	0.14	<b>7,888.29</b>
<b>Disbursements</b>							
Trash Collection			11,356.65	<b>11,356.65</b>			<b>11,356.65</b>
Town Audit	5,340.00			<b>5,340.00</b>			<b>5,340.00</b>
Town Utilities	200.76	1,300.68		<b>1,501.44</b>			<b>1,501.44</b>
Building Inspection Fees	700.00			<b>700.00</b>			<b>700.00</b>
Maintenance	675.00			<b>675.00</b>			<b>675.00</b>
Supplies/Other	245.00			<b>245.00</b>			<b>245.00</b>
Printing/Mailing	243.04			<b>243.04</b>			<b>243.04</b>
Landscaping	225.00			<b>225.00</b>			<b>225.00</b>
Secretary Fee	62.90			<b>62.90</b>			<b>62.90</b>
Bank Charge	105.45			<b>105.45</b>			<b>105.45</b>
Total Disbursements	7,797.15	1,300.68	11,356.65	<b>20,454.48</b>	0.00	0.00	<b>20,454.48</b>
Ending Balance 05/31/12	\$26,093.40	\$4,235.09	\$51,951.52	<b>\$82,280.01</b>	\$77,185.31	\$1,665.84	<b>\$161,131.16</b>
							<b>\$161,131.16</b>

May  
Properties: 1102 Monterey \$ 1,966.50  
701 Highland \$ 1,425.00  
800 Euclid \$ 3,000.00

Curt A. Nass  
Treasurer/Tax Collector

## ***The Town of Bellefonte, DE Building Dept.*** **Monthly Report**

**Reporting Period:** 05/15/2012 – 06/20/2012

**Overview:**

There were a total of two building permit(s) issued during the reporting period and two code inspections conducted during the reporting period.

**Code Enforcement/Inspections:**

**05/24/2012** – 400 Grove Ave., Framing Inspection, PASS. Inspector: K. Brown

**06/01/2012** – 208 School House, Final Inspection, PASS. Inspector: K. Bendler

**06/13/2012** - Carmine Casper of Howard L Robertson, Inc. sent conceptual plans for 906 Brandywine to BIU electronically. The plans propose a three story Apartment building with parking on the ground level and six apartment units per floor, for levels two and three. Each proposed unit will be approximately 900 sq. ft. The lot is 8250 sq. ft. and the minimum setbacks are proposed to be utilized. The plans are currently under zoning review and a storm water management study has been requested.

**Building Permit Report:**

**05/21/2012 – BP12-07** – 711 Fairview, Enclose front porch, Approved by: K. Bendler

**05/22/2012 – BP12-08** – 700 Philadelphia Pike, Install storefront awning, Approved by: K. Bendler

**Other:**

**None at this time**

**Invoicing:**

4.0 hours were billed during the above time period for a total of \$200.00.

Respectfully,

Kyle N. Bendler, Building Inspector

**Town of Bellefonte**  
**Monthly Bills Presented for Payment**  
**June 20, 2012**

	<b>Amount Due</b>	<b>Vendor</b>	
<b>Town Account</b>	1,200.00	RG Anderson	Nass Surety Bond
	943.50	Curt Nass	Treasurer's Fee
	700.00	Gonser & Gonser	Legal
	375.00	Steve Russo	Plumbing fees
	225.44	Verizon	Phone
	225.00	Nature's Call	Landscaping
	200.00	B.U.I.	Building Inspection
	62.90	Elaine Chester	Secretary
	41.17	Delmarva Power	School utilities
	30.97	Delmarva Power	Town Hall utilities
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	\$4,003.98		
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 <b>MSAF Account</b>			
	1,280.93	Delmarva Power	St. Lights
	20.44	Delmarva Power	Traffic Light
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	\$1,301.37		
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 <b>Property Transfer</b>			
	11,364.15	IDS	Trash collection
	-		
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	\$11,364.15		
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