

**Town Commission Meeting Minutes**  
**Monday, January 14, 2013 – 7:00 pm**

**Attending Commissioners:**

Keith Hughes, President	Y	
Kathy MacDonough, Secretary	Y	
Ross Logan	Y	
Gary Rauso	Y	
Glenn Suter	N	No Call, No Show
Curt Nass, Treasurer	Y	

**Other Attendees:**

Dave Brenner, Councilman John Cartier, Elaine Chester, Cameron Clouthier (Boy Scout), Sharon Clouthier, Brian Donovan, Stu Evans, Frank Holodick, Miroslaw Kostyshyn, Scott MacKenzie, Rich Mulhern, Steve Russo

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

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

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

Councilman Cartier made some general comments about New Castle County issues. Alan Matas, a former Bellefonte resident, is the new Manager of Community Services for the County. Mr. Cartier mentioned that Rep. Heffernan's father had passed away recently. Cameron Clouthier is a member of Scout Troop 99 and is attending our meeting as part of work toward his Citizenship & Community badge. Miroslaw (Mickey) Kostyshyn inquired about what type of residential work requires a building permit; he was directed to the Building Inspector.

**3. Minutes of Previous Meeting**

Kathy read the minutes of the December 10, 2012 meeting. *Gary made a motion to approve the minutes as read; Kathy seconded. Motion carried.*

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

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

Curt read the Treasurer's report. *Kathy made a motion to accept the Treasurer's report, seconded by Gary. Motion carried.*

**5. Board of Elections – no update**

**6. Building Inspector Report – (K. Bendler not present)**

No response received from Kyle Bendler about submitting a report or attending a Town meeting. Two checks with incomplete paperwork appeared in the mail slot (page 3 for detail). Keith will try to contact Kyle.

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

Steve reported that he had issued six permits (see p. 3).

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

No new applications for variance.

**9. Planning/Charter Commission Report – Scott MacKenzie**

No update.

**10. Reading and Approval of Bills**

Kathy read the bills for payment. See Attachment B. *Gary made a motion to approve payment of bills as read, with the addition of a sponsorship for the Fox Point Babe Ruth team; seconded by Kathy. Motion carried.*

**11. Old Business**

- Charter Review – Public hearings were scheduled for Wednesday, February 20 at 7 p.m. and Wednesday March 27, also at 7:00 p.m. The March 27 event will be designated “Public Hearing/Special Meeting” and it will also serve as the First Reading of the proposed Charter. If all goes well the regular Town meeting on April 8 will serve as the Second and Third Reading. *Kathy made a motion to schedule the above dates as described; Ross seconded. Motion carried.*
- Status of alarm system and camera installation – no change.
- Status of misc. electrical work in town hall complex – no change.
- Gutter clean-out – to be scheduled by volunteers as time permits
- \$1,000 County economic development grant for Arts Festival – Scott MacKenzie will communicate with County about changing the terms of the grant. Scott said that Valerie White does not wish to encourage a significant increase in the number of vendors. Councilman Cartier also has a discretionary grant fund which we could apply to for \$1,000.
- Oktoberfest – Gary, Keith, Scott and Frank will be a part of the planning committee. There was general discussion about the need to incorporate and also insurance requirements when serving liquor.
- A bid was received from Chris Hoerner, Penny Hill Lawn & Landscape, to undertake weed and debris removal and clean-up of entire Park and Town Hall complex. The total was \$1,520.00. *Gary made a motion to accept Penny Hill’s bid; Ross seconded. Motion carried.*

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

**13. New Business**

- Gary reported that there has been damage by vandals to the Park gazebo. He introduced a proposal by Holleywood, Inc., to make the repairs. *Kathy made a motion to approve up to \$700.00 for this work; Ross seconded. Motion carried.*
- A date was set to “undecorate” Town Hall on Saturday, January 19 at 11 a.m.
- Revised electrical energy contract: paperwork needs to be completed to accommodate name change of company.
- Next Commission Meeting Date – Monday, February 11, 2013

**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**

There being no further business, the meeting was adjourned at 9:20 p.m.

Respectfully Submitted,  
Kathleen MacDonough  
Secretary

**Town of Bellefonte  
Monthly Bills Presented for Payment  
January 14, 2013**

<b>DISBURSEMENTS</b>				
<b>Acct or Inv #</b>	<b>Invoice Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amt Due</b>
2761 2079 9974	12/28/12	Delmarva Power	Street lights	1,408.78
3016 5229 9960	1/3/13	Delmarva Power	School util. (gas)	30.97
3106 5229 9986	1/7/13	Delmarva Power	Town Hall util.	446.20
2516 9059 9997	1/3/13	Delmarva Power	Traffic signal	21.41
302 761 9638 417 64Y	12/13/12	Verizon	Town Hall telecomm	113.23
0015875664	12/31/12	IDS – Waste Industries	Trash/recycle	11,361.65
	1/14/13	Elaine Chester	Party supplies	290.07
	1/14/13	Kathy MacDonough	Xmas party flier duplication	47.25
	12/31/12	Gonser & Gonser	Legal Svcs.	825.00
	1/14/13	Curt Nass	Tax Collector Commission	8,866.13
	1/14/13	US Treasury	Tax Withholding	1,468.89
	1/14/13	BH Fire Company	Donation	500.00
	1/14/13	Fox Point Babe Ruth	Team Sponsorship	300.00
	1/14/13	Steve Russo	<b>Inspector fee(6 @ \$50):</b> 1117 Melrose 1009 Brandywine Blvd. 1102 Wynnbrook 703 Highland – heating 703 Highland - plumbing 1009 Talley	150.00
<b>RECEIPTS</b>	?		703 Highland	40.00
	?	Sarah M. Preston	703 Rosedale	52.80

Town of Bellefonte  
 Monthly Treasurers Report  
 January 2013 Report

	Town	Account	MSAF Account	Property Transfer Account	Town Accounts Sub-Total
1 Balance 01/01/13	\$193,535.18		\$4,398.38	\$57,348.93	\$255,282.49
Receipts					
2 Town Tax		692.57			692.57
3 Interest		16.06	0.33	4.87	21.26
4 Total Receipts		708.63	0.33	4.87	713.83
Disbursements					
5 Trash Collection		11,361.65			11,361.65
6 Tax Collection		8,866.13			8,866.13
7 Attorneys Fees		825.00			825.00
8 Town Utilities		590.40	1,430.19		2,020.59
9 Donation		500.00			500.00
10 Supplies/Other		383.99			383.99
11 Total Disbursements		22,527.17	1,430.19	0.00	23,957.36
12 Ending Balance 01/31/13	\$171,716.64		\$2,968.52	\$57,353.80	\$232,038.96

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Jan. Properties:

  
 Curt A. Nass  
 Treasurer/Tax Collector