

Town of Bellefonte, Delaware
Town Commission Meeting Minutes

December 14th, 2015

Attending: David Brenner, Brandon Dougherty, Scott MacKenzie, Gary Rauso and Curt Nass.

Excused: Ross Logan

I) Call to Order - Scott called the meeting to @ 7:10pm

II) Special Guests - Councilman John Cartier:

- Property Maintenance Code violations reported cases for a total of (9).
- On behalf of NCC Council, John Cartier presented a check for \$2,000.00 to the town for celebration of its anniversary. The grant money will support the installation of signage to commemorate the anniversary and for the Town picnic held in October.
- Councilman Cartier discussed that the state transfer tax issue is going to be a big issue next year when the State prepares its budget. We need to be aware of the impact on Bellefonte in terms of money that could be lost. When the time is appropriate, we might want to write a letter to formally let our State reps know how we feel.
- Scott asked Councilman Cartier about getting the process started to take over our building code inspections and permits. We would need a letter of request or something more formal to get the process started the councilman stated.

III) Public Comments - None.

IV) Minutes of Previous meeting - Gary made a motion to waive the reading of the minutes and to approve them as distributed, Dave seconded the motion and all were in favor. Minutes were passed out to those attending.

V) Building Inspector Report (Kyle Bender)

Scott reported that Kyle Bendler from BIU has agreed to stay on as building inspector until we have someone else like the county or another building inspector take over. We are actively looking for someone to pick it up.

VI) Plumbing Inspector Report (Steve Russo) - No report.

VII) Board of Adjustment (Brian Donovan) = No activity to report. Brian said that he would find out if the NCC Dept. of Land Use was open to providing Building Code enforcement in Bellefonte.

VIII) Planning Commission (Steve Segretto) - Written report submitted.

- Steve submitted an approved draft Animal Control Ordinance for the Town Commission's consideration, saying that it is very similar to the New Castle County Animal Control provisions. Brian Donovan said that he would find out whether animal control was under the purview of Property Maintenance at the County.
- Steve reports that the fee revisions for Re-zoning contained in the Land Use Code is not yet ready to forward to the Town Commission as the members have not been able to agree on the changes. We have discussed the issue but thus far have been unable to agree on a recommendation. One issue we will be researching further is whether we can locate another fee from another jurisdiction that is indeterminate or which calls for payment of legal fees (in whole or in part) of the governing body. We will report out this issue next Planning Commission meeting. Dave Brenner said that the fee structure for Re-Zoning had been approved by the Planning Commission in August 2015 when he was the chair. The Commissioners agreed with his recollection. Scott asked for a motion to proceed

with the Rezoning fee revisions and to hold public hearing on the ordinance, so moved by Gary and seconded by Dave. The vote was unanimous to move the ordinance forward.

- (3) Steve attended an ADA workshop hosted by the Office of State Planning Coordination. Steve said that if Bellefonte received any federal funding directly or indirectly we are subject to potential compliance litigation by the Department of Justice. The recommendation is to at least have an assessment and compliance plan in place. Steve's understanding is that we (Town of Bellefonte) have had such an assessment and that we do not receive any such federal direct or indirect funding. Regardless, it is likely the forthcoming Comprehensive Plan will include in some measure a goal of ADA compliance. Scott noted that it has been part of the Commission's plan for years to make our only public building - Town Hall - ADA compliant and that we would be moving forward with both bathrooms and a new entrance in the new session.
- Brandon made a motion to move to re-order the agenda and go over Capital Improvements before the reading of the bills. Dave seconded. All in favor. Motion carried.
- Scott requested funding approval for holiday decorations for Brandywine Blvd. and for furniture for the Town Hall Annex. Gary made a motion to approve \$977.30 for holiday decorations and furniture (tables and chairs) because it hadn't been approved separately under the holiday expense budget. Dave seconded. All in favor. Motion carried.

IX) Treasurer/Tax Collection Report (Curt Nass)

Gary made a motion to accept the treasurer report. Dave seconded. All in favor. Motion carried.

X) Reading/Approval of the Bills

Brandon read the following bills:

Penny Hill, Monthly landscaping,	670.95
Waste Industries, Trash & recycling,	12,370.52
Delmarva Power, Annex gas	36.82
Delmarva Power, Street Lights	1434.12
Delmarva Power, Utilities	651.88
United Water, monthly water	14.95
News Journal, public notice	313.60
Scott MacKenzie, 60 chairs Ikea,	517.75
Scott MacKenzie, cleaning supplies	42.15
Scott MacKenzie, 10 tables, Target	299.90
Scott MacKenzie, lamppost decorations	117.50
Will Merlo, Cleaning of Annex,	150.00
Brandon Dougherty, Food, holiday party,	75.00
Brandon Dougherty, Supplies for holiday party,	46.20
Nick's Pizza, Food	288.00
Tony Capella, Holiday musicians	300.00
Steve Russo, Plumbing for water meter	475.00

Dave made a motion to approve the bills. Gary seconded. All in favor. The motion carried.

X) President's Report (Scott McKenzie)

- Discussed changing Building Inspector. We are looking into the possibility of the county taking care of this is in the process.

- Discussed submitting a letter. Gary made a motion to send a letter to Debra Heffernan to allow marriages in the town and needs to be looked into right away. Brandon seconded. All in favor. The motion carried.

XI) Old Business

- Intersection improvement. Gary said this is still in the process of being completed. It might not be finished until Spring/Summer.
- Scott needs to order the signs
- Affordable Fence proposal to fix the issues around the roof. Scott got a quote for \$1200.
- Gary made a motion to approve \$1200 remount poles on the roof, seconded by Dave. All in favor. The motion carried. No documentation yet, but we will be invoiced.

XII) New Business

Holiday Party - December 17th, 2015 from 6:30-8pm

- Gary made a motion to pay up to \$200 for the printing of the animal ordinance public notice in the News Journal Brandon seconded. All in favor. The motion carried.

Meeting was adjourned at 8:35pm

- Next Town Meeting, January 11th, 2016

Submitted by:

Brandon Dougherty

Approved: _____

Date