

TOWN OF BELLEFONTE
Town Commission Meeting Minutes
February 8, 2016

Attending: Scott MacKenzie, Brandon Dougherty, Gary Rauso, Dave Brenner, Curt Nass;

Excused: Ross Logan

Call to Order: The meeting was called to order at 7:03 pm

Special Guests: NCC Councilman John Cartier

- No Property Maintenance code violation report this month.
- Police data report submitted and given to Dave for website.
- Mr. Cartier reported that he spoke with John Haggerty, head of NCC DOLU, and that they are ready when we are, but they realize we will have to pass a resolution/ordinance giving the county the authority to assume Building Code responsibilities.
- John also discussed possible Dog Bark Park at River Road. He will find a way to get an amendment into the next budget for 2017.
- Discussed vacant business properties in the area and his efforts to find businesses to take them.

Minutes of January Meeting: Dave Brenner made a motion to waive the reading of the minutes from the previous month and to approve them as distributed, Brandon seconded. All in favor. The motion carried.

Building Inspector Report (Kyle) : No activity reported. (a written report was sent)

Plumbing Inspector Report: Mr. Russo did not attend.

Board of Adjustment: No activity

Planning Commission:

- Steve Segreto reported that two PC members had attended a workshop held by the State Office of Planning in January in Dover. The one item of advice from the meeting the attendees were told to bring back to their town government is that publishing in a newspaper of general circulation for the town (News Journal) will start a limitations statute of 60 days for challenge to any published zoning decision,
- With respect to the Comprehensive Plan, it was decided that at least one public input session would be held, most likely in May, 2016. The Planning Commission will be requesting a small amount of funds for pizza for the meeting and for postcards to inform the public. The Commission decided that it would include “Areas of Annexation” in the Plan rather than “Areas of Concern” in order to alleviate the need of updating the plan if any annexation is ultimately approved.
- Steve Segreto also has submitted the existing Comprehensive Plan for Pre-Plus Review, which will be held February 24 at 9 am in Dover. He completed a form for the review and will present the current plan before the State Planning Commission. Within 20 days thereafter, written comments will be provided which will inform the Planning Commission exactly what is needed to update the plan.
- The next meeting was set for Monday, March 7.

Treasurer's Report:

Curt presented the Financial report for February and reported on the taxes collected (attached). Brandon made a motion to accept the treasurer's report. Dave seconded. The motion carried. All in favor.

Reading and Approval of Bills

Comcast, Monthly internet	136.15
Barbacane Thornton, Audit fees	900.00
Waste Industries, Monthly trash	12,734.90
Delmarva Power, Gas	61.87
Delmarva Power, Street lights	1,429.95
Delmarva Power, Town Hall power	830.30
United Water Suez, T.H. water	15.23
Jos. Finocchiaro, snow plowing	10,165
Ross Logan, reimb. web hosting	89.88
Will Merlo, banner removal	100.00
S. MacKenzie, reimb. no park signs	123.82
Penny Hill Landscaping, fence rem.	130.00

Dave made a motion to approve the bills as read. Brandon seconded the motion. All in favor. The motion carried.

President's Report

- House Bill 241-Marraige Amendment, is coming up for a vote in the General Assembly soon. Debra Heffernan and Harris McDowell will be bringing this to the floor about allowing Chief Executives the right to marry couples in the town.
- Scott reported that the fence blew off the roof a couple of days before the January blizzard. It damaged some bricks on the side of the building. We received a quote from a contractor. We are going to file for an insurance claim. There is a \$500 deductibles. There was a lengthy debate as to what strategy we wanted to pursue to fix the fence and the bricks. Brandon made a motion for us to file an insurance claim to fix the fence and brick work on the building. Dave seconded the motion. All in favor. The motion carried.
- Scott reported that since Gary moved outside Town limits he can no longer be a commissioner. Scott said that he had asked Andrew Ritchie, longtime member of the Planning Commission, to serve as Town Commissioner. Scott called for a motion to approve Andrew as Town Commissioner, completing Gary's term through June 2016. Dave Brenner made the motion and Brandon seconded, and the motion passed unanimously. Andrew was sworn in using the Delaware Oath of Office.

Old Business

- **Intersection Improvement** - Gary Rauso said it's in progress of being completed in the coming weeks.
- **Capital Improvement** - Annex entrance will have to wait until we get the plans for the bathrooms and entrance to make it ADA compliant.

Public Comments

- Pat Anker spoke about the Bellefonte Arts Festival. She asked if Brandywine Hundred Fire Company could put a truck at the end of the festival so kids could climb on it, etc.. Gary Russo said it would be difficult to commit to an all day affair. Gary will discuss this with Pat.

New Business (See attachments)

- **Second Reading Ordinance 2016-01: Zoning Amendment** : A motion was made by Brandon to read the Zoning Amendment in title only, Andrew Ritchie seconded the motion, and the motion carried. Dave made a motion to add an amendment to add severability to the Zoning Ordinance Amendment. Scott seconded it, and the motion passed. Dave read the Amendment in full. Brandon made a motion to approve the amendment as read by Dave Brenner. Andrew seconded and the motion passed. Dave made motion to adopt the ordinance as read and amended. Brandon seconded the motion. All in favor. The motion carried and the Ordinance was adopted.
- **Resolution 2016-01-Annexation:** Scott, sponsor of the Resolution, called for a motion to read Resolution 2016-01. Dave Brenner made a motion to read Resolution 2016-01-Annexation. Andrew seconded it. All in favor. The motion carried. Dave made a motion to approve the resolution, Andrew seconded the motion and the motion carried unanimously. Scott read the Resolution into the record.
- Scott then elaborated about the process of annexation defined by Ordinance 2015-02, which includes a Public Hearing, notices to be sent to the affected property owners, and two readings of the ordinance to annex. In addition a Municipal Annexation Plan of Service needs to be completed and sent to the State Office of Planning Coordination. Dave and Scott will handle these tasks, as well as posting the hearings in the newspaper.

Announcements:

The next meeting of the Planning Commission will be held on Monday, March 7th, 7 pm, at Town Hall.

The Town Meeting will be held on Monday March 14, 7 pm, at Town Hall.

The meeting was adjourned at 8:44 pm.

Town of Bellefonte
Monthly Treasurers Report
January 2016 Report

	Town Account	MSAF	Account	Property Transfer Account	Town Accounts Sub-Total	January 2015
Balance 01/01/16	\$119,638.40		\$4,867.40	\$138,278.12	\$262,783.92	\$251,054.61
Receipts						
Property Transfer Tax				4,755.00	4,755.00	
Town Taxes	2,690.84				2,690.84	
Plumbing Inspection Fees	100.00				100.00	
Total Receipts	2,790.84		0.00	4,755.00	7,545.84	3,455.28
Disbursements						
Trash Collection	12,769.90				12,769.90	
Maintenance	475.00				475.00	
Town Utilities	202.07		1,434.48		1,636.55	
Town History	500.00				500.00	
Tax Collection Commission	8,389.41				8,389.41	
Landscaping	670.95				670.95	
Plumbing Inspector Fees	50.00				50.00	
Other	179.59				179.59	
Total Disburse ments	23,236.92		1,434.48	0.00	24,671.40	25,108.60
Ending Balance 01/31/16	\$99,192.32		\$3,432.92	\$143,033.12	\$245,658.36	\$229,401.29

January Properties: 911 Prospect
1100 Monterey

Curt A. Nass
Treasurer/Tax Collector