

**Bellefonte Town Commission
Meeting Minutes
March 14, 2016**

Attending: Scott MacKenzie, David Brenner, Andrew Ritchie, Curt Nass

Excused: Ross Logan, Brandon Dougherty

I) Call to Order - the monthly meeting was called to order at 7:00 pm

II) Special Guests

III) Public Comments – M. Kostyshyn questioned the painting of the yellow no parking zones on the curbs. He said this makes it impossible to park in front of his property at 700 Brandywine Blvd. He questioned whether this complies with Delaware code. He has an ongoing dispute with his neighbor with parking being one of the issues. Mr. Kostyshyn was informed that the no parking zones were being re-established as a safety issue throughout Bellefonte and they comply with the code.

IV) Minutes of Previous meeting

No minutes were available. David Brenner made a motion to defer reading and approval of the minutes until the next Town commission meeting. Andrew Ritchie seconded the motion. All in favor. The motion carried.

V) Building Inspector Report (Kyle Bender) - no report

VI) Plumbing Inspector Report (Steve Russo) – no report.

VII) Board of Adjustment (Brian Donovan) - No activity to report.

VIII) Planning Commission (Steve Segreto)

- To be completed upon receipt of PC mtg minutes

IX) Treasurer/Tax Collection Report (Curt Nass)

- Curt presented the statement of financial position and the “Agreed-Upon Procedures Report” both dated June 30, 2015 from Barbacane. David made a motion to accept the reports; Andrew seconded. All in favor. The motion carried the motion.
- Curt presented the February 2016 Treasurers Report. Andrew made a motion to accept the report; David seconded the motion. All in favor. The motion carried

X) President’s Report (Scott MacKenzie)

- A check was received for \$6,000 from the insurance company to cover the damage to the brickwork following the wind damage to the roof fence.
- A check for \$718.80 was received from our SRECS broker for the net sale of Renewable Energy Credits generated by the Solar Panels
- Scott is working with the attorneys in writing a new Ordinance for the Building Code (2016-03)
- Scott is working with Affordable Fencing to fix the fence on the Annex roof.
- A new Ordinance (2016-04) will be generated to establish a Zoning Review Board within the Planning Commission. The ZRB will meet once a month to review proposals after the Building Code is turned over to New Castle County.

XI) Old Business

- Intersection improvement: Gary Rauso, former commissioner
- Gary updated the Commission on the curb painting, the renewing of the Brandywine & Marion crosswalks, “No Parking” signs, handicap curb ramps and the re-alignment of the Stop signs. Gary’s efforts are getting these improvements brought to condition they SHOULD have been.

- Gary has contacted our state politicians Rep. Deb Heffernan and Senator Harris McDowell concerning the immediate need for the repaving of Bellefonte Avenue between Brandywine Blvd and Philadelphia Pike. Brandywine Hundred Fire Company has expressed major concerns over the road condition and they may need to reroute fire equipment which can delay response time.
- Andy Moore presented his architectural drawings for the proposed new handicap entrance to the Annex. These proposed changes will also entail enlarging doorways and reconstruction of the bathrooms to make them all ADA compliant. Andy will discuss with several contractors to elicit bids for the work.

XII) New Business

- First Reading of Ordinance 2016-02 – Annexation – Since the ordinance was covered thoroughly in the Public Hearing, David made a motion to read the ordinance “in title only.” Andrew seconded the motion. All in favor. The motion carried. Andrew read the ordinance “in title only.” Andrew made a motion to accept this as the First Reading. David seconded the motion. All in favor. The motion carried.
- Mosquito Control Agreement – Scott explained the County’s agreement giving permission to spray for Mosquito Control within the Town. David made a motion to accept the agreement; Andrew seconded the motion. All in favor. The motion carried.
- Bellefonte Arts Festival (May 21) – There was considerable discussion concerning how involved the Town should be in the Arts Festival both from a financial and active support role. It needs to be clear that this is NOT a Town-Sponsored event. After much discussion, it was proposed that the Town would contribute up to \$500, specifically for portable rest-room facilities, upon a receipt of an invoice. Andrew made the motion to approve the \$500 and David seconded the motion. All in favor. The motion carried.
- Board Of Elections – 2016 - Charles Schneider has agreed to chair the Board of Elections for 2016. He will be joined by Judy Byrne and Patricia Coward. Charles was sworn in by Commission President, Scott MacKenzie.
- War Memorial – David again raised the issue of the War Memorial that had been moved from the Town to the Veterans Hall just outside of Town. Since there was concern that membership was falling, it was important that the War Memorial along with the flagpole be re-instated in the Town. Gary Rauso will speak to the officers of the Veterans organization.

XII) Reading/Approval of the Bills

The following bills were presented for payment:

Comcast, Monthly Internet and phone	\$300.00	* Due to delays in processing, Comcast feels the account is late
Barbacane, Accounting Services	\$1,625.00	
Gonser & Gonser, Legal Services	\$306.52	
Waste Industries, Monthly trash/recycling	\$12,739.90	
Delmarva Power, Town Hall power	\$438.11	
Delmarva Power, Street lights	\$1,435.49	
Delmarva Power, gas	\$68.75	
Suez Delaware (United Water)	\$30.59	
Suez Delaware (United Water)	\$30.31	
News Journal, public notices	\$448.00	

Andrew made a motion to accept the bills. Dave seconded. All in favor. The motion carried.

XIV) Announcements:

- Next Planning Commission meeting will be held Monday, April 4, 2016 at 7:00pm.
- Next Public Hearing re: Annexation will be held Monday, April 11, 2016 at 6:00pm.
- Next Town Commission Meeting will be held Monday, April 11, 2016 at 7:00pm
- A motion to adjourn was made by Andrew and seconded by David. All in favor. The motion carried.

The meeting adjourned at 8:55 pm

Submitted by:

David Brenner

Approved