

Bellefonte Town Commission
June 13, 2016
Meeting Minutes

Attending: David Brenner, Brandon Dougherty, Scott MacKenzie, Andrew Ritchie, and Treasurer Curt Nass.

Excused: Ross Logan

Call to Order: The meeting was called to order at 7:07pm

Special Guests: John Cartier reported on activities in New Castle County Council and on business development in the area along Philadelphia Pike:

- Property Maintenance Report was presented to the Commission
- Crime Report will be e-mailed to Scott
- Prepared to accept the Ordinance from the Commission once it's adopted.
- Made a comment about the tragedy in Orlando.
- Update on crime uptick in Bellefonte. Car break-ins. House break-ins. He will pass along information to Police captain.
- Dance Studio has opened on Philadelphia Pike. Very positive development.
- Bark Park update.

Public Comment: None

Minutes: Brandon made a motion to waive the reading of the minutes of the previous meeting and accept them as distributed. Andrew seconded. All in favor, The motion carried.

Building Inspector Report (Kyle) : No report submitted

There were several checks received for past permits that included the following:

- \$55 1205 Brandywine Boulevard - demolition
- \$92.80 for Solar Panels Permit

Plumbing Inspectors Report: Steve Russo submitted permit payments for the following:

- Crystal Ballroom: \$50
 - 806 Grandview: HVAC \$100.00
- The following payments were received and copies were given to Steve:
- 704 Marion HVAC - \$150
 - \$50 Horizon Services - Marion Avenue
- Andrew makes a motion to pay Steve Russo \$175. Brandon Seconded.

Board of Adjustment (Brian Donovan): No Report

Planning Commission Report (Andy Moore) :

- Frank H. will chair the commission until the fall. Carol will take over at that point.
- Two new members joined the Commission; Chaz Schneider and Ann Schneider.
- Public meeting was successful with over 70 people.
- Next meeting is June 27th , 2016
- Jim Paradise said he is willing to join the Planning Commission.
- Brandon made a motion to accept Frank Holodick as the new chair and Jim Paradise as a new member. Andrew seconded. All in favor. The motion carried.

Treasurer's Report: Curt Nass presented the report of financial status and taxes collected (attached). Andrew made a motion to accept the report. Dave seconded. All in favor. The motion carried.

President's Report

- Scott reported that the historic marker for *Amimenipatj* is being produced by the Trophy Shop in Wilmington and will be ready in mid-July. Scott will notify everyone of the date/time for the dedication.
- Scott reported that a complaint had been received by the Planning Commission about 1101 Brandywine Boulevard being listed as a commercial property. This location is outside the mixed use zone. Scott contacted NCC Dept. of Land Use and they sent an inspector and the parcel is now classified as a residential property on ParcelView. The property was incorrectly listed because it was converted to residential and no permit was issued, triggering an assessment. Scott said that the owner's taxes would now be half of what he was paying before.
- Scott reported that he had performed a marriage solemnization in the Park on June 4 and submitted a copy of the paperwork filed with the Clerk of the Peace as well as a \$50 check for use of the Park.

Old Business:

- Capital Improvements - Andy Moore asked if the invoice from DelDeo, contractor for the bathroom remodeling would be approved tonight. This bill is being submitted for payment. Scott asked if we had plans from Carmen Casper for the new entrance to the Annex. Andy said he would follow up. Dave made a motion to have Andy to put out to bid for the new entrance once he received the plans, Andrew seconded, and the motion passed unanimously.
- Second Reading of Ordinance 2016-03 - Dave made a motion to proceed with the second reading of the ordinance, Andrew seconded, and the motion carried unanimously. Scott read the ordinance 2016-03 in title only. Brandon made a motion to accept the ordinance in title only. Andrew seconded. All in favor. Scott called for any discussion; asked for public comment. Dave made a motion to pass the ordinance. Andrew seconded it. All in favor. Vote roll call: Brenner-Aye, Dougherty-Aye, MacKenzie-Aye, Andrew Ritchie-Aye.

Public Comments:

Senator Harris MacDowell: Presented us with a formal house amendment honoring Bellefonte with the passage of House Bill No. 241, allowing marriage solemnizations to be conducted by the chief executive of any municipality in Delaware. Updated us on state budget.

New Business

Election

- Scott MacKenzie announced the end of the 2016 session and called for the decision among the Commissioners for the 2017 year. He asked Andrew Ritchie, who did not file registration for election, to please step down from the table. Scott said that it has been a pleasure to serve as President for the past two years but that according to the new town charter, he has to step down as President. Scott nominated Dave Brenner to serve as president of the Commission, Brandon seconded and the motion carried.
- Dave Brenner nominated Andrew Ritchie as the new Town Commissioner to fill the empty seat for the term ending June 2018. Brandon seconded it. All in favor.
- Dave made a motion to appoint Scott MacKenzie as Secretary. Andrew seconded the motion. All in favor. The motion carried.
- Brandon made a motion to appoint Curt Nass as the Tax Assessor. Dave seconded. All in favor. The motion carried.
- All officers having currently been serving, the oath of office still pertains. Dave Brenner presided from this point on.

Stormwater/Storm Drains:

- Dave explained that the Stormwater collaboration with New Castle County and other municipalities was finally moving forward. As part of this initiative, he said that the Town needs an ordinance to prevent anything but stormwater from entering our system. There will be a public hearing for this ordinance on Monday July 11th, 2016, at 6 pm, and we will consider the first reading of the ordinance.
- Scott made a motion to approve up to \$100 for a public hearing to be printed in the newspaper for the ordinance. Dave seconded. All in favor. The motion carried.
- Capital Improvements - Scott requested that the town approve money to purchase wireless printers, color and black and white, so that we have great flexibility for printing documents at Town Hall. Brandon made a motion to approve up to \$400 for Wireless Printers black and white and color. Andrew seconded the motion. All in favor.

July 4th Concert in the Park

Scott makes a motion to approve up to \$500 for the band to play in the park on Sunday, July 3, and for soda and ice. Andrew seconded the motion. All in favor.

Reading of the Bills: The following bills were presented for payment:

Comcast, Internet/phone	\$150.00
Penny Hill Landscaping, mo. contract	\$670.95
Waste Industries, mo. Trash/recycling	\$12,835.50
Delmarva Power, street lights	\$1,436.09
Delmarva Power, Annex power	\$36.90
Delmarva Power, Town Hall power	\$194.25
Carol Dougherty, meeting supplies	\$40.58
Deldeo Construction, bathrooms	\$29,295.00
Penny Hill, curb painting	\$1,225.00
Gonser & Gonser, legal services	\$980.00
Suez Delaware, Water service	\$15.30
A-1 Sanitation, BAF porta-potties	\$500.00
Scott MacKenzie, Comm. stipend	\$554.10
Dave Brenner, Comm. stipend	\$554.10
Gary Rauso, partial Comm. stipend	\$415.58
Curt Nass, Treasurers's stipend	\$923.50
Steve Russo, Plumb Insp. Fee	\$175.00
FICA wages, Curt	\$543.15
S. MacKenzie, reimb. postcards	\$73.59
S. MacKenzie, reimb. stamps	\$205.75
S. MacKenzie, reimb. wireless printer	\$229.04

Scott made a motion to pay the bills. Andrew seconded the motion. All in favor. The motion carried.

Announcements

- Next Planning Committee Meeting June 27th, 2016, 7 pm.
- Next Town Commission Meeting July 11th at 7 pm.
- Public Hearing, July 11th at 6 pm.

Adjournment: The meeting adjourned at 9 pm.