

Town of Bellefonte Delaware
Public Hearing Minutes for Ordinance 2017-01,
October 9, 2017, 6 - 7 pm.

Attending: Dave Brenner, Scott MacKenzie, Brandon Dougherty, and PC Chair Carol Dougherty

Scott said that this Public Hearing was duly noticed on the Town Bulletin Board, the Town website, and published in the Sunday News Journal on October 1.

Dave declared the Public Hearing for Ordinance 2017-01 to order at 6:01 pm.

Scott made a motion to waive the full reading of Ordinance 2017-01 and to read it in title only, seconded by Brandon and approved unanimously.

Dave asked if there were any questions about the ordinance. Brandon asked where the ordinance came from and Scott said that he had found an ordinance from 2014 of another town in Delaware and had "borrowed" much of the language and customized it to suit Bellefonte's development process for the Comp Plan.

The Public Hearing was closed at 7 pm.

Town of Bellefonte, Delaware
Town Meeting Minutes
Minutes October 9, 2017

Attending: Dave Brenner, Brandon Dougherty, Scott MacKenzie, and Treasurer Curt Nass (notified Commission of late arrival). **Absent:** Andrew Ritchie was ill.

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

Special Guests/Public Comments: There were no special guests or residents to make comments.

Minutes to the Previous Meeting: Scott made a motion to waive the reading of the September meeting and to approve them as distributed, seconded by Brandon, and the motion carried.

Planning Commission: Chair Carol Dougherty reported that the Comprehensive Plan was submitted by electronic submission on Friday, September 29 and will be given PLUS review on October 25. There were no Zoning Reviews conducted during the last month.

Financial Report: Curt Nass presented the monthly financial report for the period ending September 30 (attached) along with a report of tax collected during the period (transfer and property). Scott made a motion to approve the Treasurer and Tax Collector's report, seconded by Brandon and approved unanimously. Scott asked if Curt wanted authorization to move money from the Transfer Tax Account to the General Account in preparation for the Annex construction project. Curt said that he could pay the construction invoice from the Transfer Tax account.

Presidents Report: Dave reported that:

- Correspondence – three FOIA requests received today. Scott will assemble responses.
- Question from resident about tree in right-of-way. Resident was directed to contact DeIDOT.
- NCC building inspector agent called about 1106 Monterrey Avenue (house under construction for almost 2 years). Dave sent copy of Bellefonte Building Permit number 1602 to the County.

Old Business:

- Capital Improvements – work on Annex entrance progressing.
- FOIA Requests – Dave and Scott will attend FOIA Training Workshop on November 9 in Dover.

Treasurer Curt Nass arrived at the meeting. Scott motion to reorder agenda for Tax and Treasurer's Report, Seconded by Brandon, and passed unanimously.

Financial Report: Curt presented the financial status of the Town as of September 30. Brian Donovan asked about cost of park maintenance. A motion to approve the report Scott. Second Brandon, and all approved.

Brandon made a motion to resume agenda to Old Business, seconded by Scott, and all were in favor.

Old Business: (continued)

- **Town Picnic** – 75 attended. Great turnout, people seemed to really enjoy.

New Business:

- **Ordinance 2017-01** - Adoption of the 2017 Bellefonte Comprehensive Plan. Dave reported that there were no guests at the Public Hearing, held at 6 pm before this meeting. Scott made a motion to waive the full reading of Ordinance 2017-01 and to read it in title only, seconded by Brandon and approved unanimously. Scott read Ordinance 2017-01 in title only. Scott made a motion to accept this as the first reading of the ordinance, seconded by Dave, and approved unanimously.
- **Cake Walk** – Eclectica requested permission to use the Park for a fundraiser on October 14 to benefit Red Cross Hurricane Relief. Dave repeated the Commission's consistent policy of allowing the use of the park for events that are charitable. Dave made a motion to grant permission to use the Park for this benefit, seconded by Brandon, and all approved.

Bills: Scott read the following bills for payment:

Payee	Description	Amount
Penny Hill Landscaping (no bill)	September contact payment	\$675.68
Waste Industries	Monthly trash/recycling	\$13,223.00
Comcast (adjusted bill)	Phone & internet service	\$181.22
Suez	Monthly water + overdue amt.	\$15.25
Delmarva Power	Streetlights	\$1,545.13
Delmarva Power	Annex gas	\$54.47
Will Merlo	Monthly stipend - October	\$50.00
Scott MacKenzie	Reimbursement Town Picnic, October food	\$83.27
Andrew Ritchie	Reimbursement Town Picnic	\$154.49
Dave Brenner	Reimbursement Town Picnic	\$28.86
Arden Concert Guild	1/2 season business card ad	\$90.00

Scott made a motion to pay the bills as read, seconded by Brandon, and the vote was unanimous.

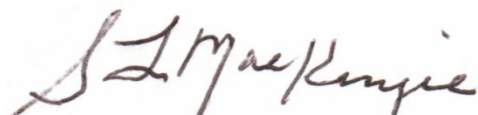
Public Comments:

- Brian Donovan reported an issue of work being done without permit. There was a discussion about procedures for Building Permits/Zoning Reviews. There seems to be some inconsistency in how NCC is handling requests and whether or not they are redirected to Bellefonte ZRB. This is basically a judgment matter for NCC Dept. of Land Use, and it is better to err on the side of referring most things to Bellefonte's ZRB than to assume that function improperly. Most of these bumps will be worked out as time goes. The Commission will continue to monitor the situation to make it work best for residents.

Adjournment: Brandon made a motion to adjourn at 8:20, seconded by Dave, and approved unanimously.

Submitted by: Scott MacKenzie, Secretary

Approved: 11-13-17



Town of Bellefonte
 Monthly Treasurers Report
 September 2017 Report

	Town Account	MSAF Account	Property Transfer Account	Town Accounts	September 2016	
1	Balance 09/01/17	\$38,010.73	\$8,792.05	\$151,148.70	\$197,951.48	\$186,946
	Receipts					
2	Property Transfer Tax			\$7,649.55	7,649.55	
	State Grant		\$0.00		0.00	
3	Town Taxes	76,966.47			76,966.47	
4	Total Receipts	76,966.47	0.00	7,649.55	84,616.02	121,934
	Disbursements					
5	Trash Collection			13,218.00	13,218.00	
6	Town Utilities	469.10	1,542.90		2,012.00	
7	Engineering				0.00	
8	Memberships	0.00			0.00	
9	Attorneys Fees	105.00			105.00	
10	Landscaping	675.68			675.68	
11	Community Activities	450.00			450.00	
12	Town Tax Bills	198.99			198.99	
13	Maintenance	100.00			100.00	
14	Bank Fee	21.41			21.41	
15	Total Disbursements	2,020.18	1,542.90	13,218.00	16,781.08	23,120
16	Ending Balance 09/30/17	\$112,957.02	\$7,249.15	\$145,580.25	\$265,786.42	\$285,760
17	Curt A. Nass	Treasurer/Tax Collector	September Properties:	1016 Talley Rd 1007 Highland Rd	705 Prospect Ave	