

**Town of Bellefonte, Delaware**  
**Town Meeting Minutes**  
December 11, 2017

**Attending:** Dave Brenner, Brandon Dougherty, Scott MacKenzie and Treasurer Curt Nass

**Absent:** Andrew Ritchie

**Call to Order:** Dave called the meeting to order at 7:07 pm

**Special Guest/Public Comment:** NCC Councilman John Cartier code enforcement report 17, 9 resolved as of October 11. Crime report is now presented as crime mapping, using GPS coordinates. John said that one good piece of news is that both County and State finances are doing well and so we may not face a budget crisis next year.

**Minutes to the Previous Meeting:** Brandon made a motion to waive the reading and to approve the minutes to the previous meeting as distributed, Dave seconded, and the motion was approved unanimously.

**Board of Adjustment** – No report.

**Planning Commission/ZRB** – Carol Dougherty reported that the Planning Commission is reviewing the feedback of the Comprehensive Plan from the PLUS review committee. The Comp Plan will need review by NCC and the City of Wilmington before submission. There was one ZRB review, a permit for 703 Brandywine Blvd. for an interior renovation.

**Treasurer/Tax Collector's Report:** Curt presented the financial report as of November 30. (Attached). Dave noted that we are fairly close to budget for the year so far. Curt agreed that we are running pretty close to our budget for the year. Scott made a motion to approve the report, seconded by Brandon, and the motion was approved.

Curt presented a list of delinquent taxes and the associated amounts. The Commissioners discussed what threshold would be a good amount to ask the Town solicitor to take action on. Scott made a motion to instruct the Town attorney to place a motion on properties with more than \$2,000 in delinquent taxes as of January 1, 2018, seconded by Brandon, and the vote was unanimous. Scott will contact Bill Gonser and notify him of the decision and Curt will send the list after January 1 so that the list will include delinquent taxes from the current year.

**Correspondence:**

- A check for \$278 from sale of SRECs for solar power production was received.
- Voicemail about 204 Schoolhouse Lane zoning. Call returned by Dave. No further information at this time.
- Notification from Sunoco Race Fuels about above-ground storage tanks in Marcus Hook and the possible effect on groundwater in the event of a spill.

**Old Business:**

- Annex Construction - There appears to be no activity currently at the Annex worksite but project manager Andy Moore said that the project will likely be wrapped up before the January meeting. The second installment on the project was submitted for payment tonight.
- FOIA inquiries - none this month.
- Holiday party – approx. 60 people attended
- Delinquent Taxes: (action taken above)

**New Business:**

- Making the Annex ready for meetings in the new year. Scott said for everyone to think about things that could be done that cost very little to move the meetings to the Annex. Tabled until the January meeting.

Payee	Description	Amount
Penny Hill Landscaping	November contact payment	\$675.68
Waste Industries	Monthly trash/recycling	\$13,218.00
Comcast	Phone & internet service	175.19
Suez	Monthly water service	\$75.32
Delmarva Power	Streetlights	\$1,567.49
Delmarva Power	Town Hall	\$203.34
Delmarva Power	Town Hall gas	\$131.24
Will Merlo	Monthly stipend - December	\$50.00
Scott MacKenzie	Holiday decorations	\$160.72
Scott MacKenzie	Reimbursement - holiday postcards printing (4over4.com)	\$102.24
Scott MacKenzie	Reimbursement holiday party food - Pats Pizzeria	\$128.07
Scott MacKenzie	November 13 town hall meeting pizza	\$30.00
Brandon Dougherty	Reimb. - Cake for holiday party	\$38.36
Dave Brenner	Reimb. - pmnt. To Charlotte Hash. Holiday party entertainment	\$400.00
Dave Brenner	Postage holiday party mailing	\$173.40
Amakor Inc	Second installment	\$21,850
Gonser & Gonser	Balance due - legal advice	\$35.00

#### **Announcements:**

- The next Planning Commission meeting will be held on Monday, January 8 at 7 pm, and on every Monday that there may be a Zoning Review request. The PC will also meet every Monday to complete changes to the Comp Plan as required by the PLUS review.
- The next Town Meeting will also be held on Monday, January 8, at 7 pm, at Town Hall.

#### **Adjournment:**

- The meeting was adjourned at 9:17 pm

Town of Bellefonte  
 Monthly Treasurers Report  
 November 2017 Report

	Town Account	MSAF	Account	Property Transfer Account	Town Accounts	November 2016	
1	Balance 11/01/17	\$158,821.51		\$5,704.02	\$152,588.25	<b>\$317,113.78</b>	\$287,437
	Receipts						
2	Property Transfer Tax			\$10,393.50		<b>10,393.50</b>	
3	Town Taxes	617.55				<b>617.55</b>	
4	Insurance Refund	55.25				<b>55.25</b>	
5	Total Receipts	672.80		0.00		<b>11,066.30</b>	4,464
	Disbursements						
6	Maintenance	50.00		42,371.90		<b>42,421.90</b>	
7	Town Utilities	585.92	1,555.01			<b>2,140.93</b>	
8	Landscaping	675.68				<b>675.68</b>	
9	Attorneys Fees	175.00				<b>175.00</b>	
10	Commissioner Stipend	154.49				<b>154.49</b>	
11	Misc.	114.06				<b>114.06</b>	
12	Public Notices	81.49				<b>81.49</b>	
13	Total Disbursements	1,836.64		1,555.01	42,371.90	<b>45,763.55</b>	16,255
14	Ending Balance 11/30/17	\$157,657.67		\$4,149.01	\$110,216.35	<b>\$272,023.03</b>	\$275,645

15

November  
Properties:

905 Prospect      1000 Prospect  
 705 Prospect      804 Maple

Curt A. Nass  
 Treasurer/Tax Collector