

Town of Bellefonte, Delaware

Town Meeting Minutes, December 14, 2020

Attending: Scott MacKenzie, Elisa King, Ross Logan, Andrew Ritchie, with Treasurer Dave Brenner and Tax Collector Curt Nass

Call to Order: Scott MacKenzie called the meeting to order at 7:01 pm and welcomed those attending.

Minutes to the Previous Meeting: Brandon Dougherty made a motion to approve minutes of November 9, 2020, meeting and Elisa King seconded, all were in favor.

Special Guests: NCC Councilman John Cartier attended and presented remarks. Councilman Cartier presented deliverables including code enforcement report and community crime report. Councilman offered to set aside \$2,500 in funds if Bellefonte requests to use for recovery from recent damage to Town Hall property. Councilman will support request to set up a Police speed enforcement area on Marian and recommended to write a grant for extra duty pay job enforcement actions.

Public Comments: No public comments.

Board of Adjustment: Rich Mulhern attended, no activity reported.

Planning Commission: December meeting has been cancelled due to Governor's recommendations regarding Covid-19. Comprehensive Plan passed the state PLUS review and has been submitted to Governor's office for review and approval.

Treasurer's Report: Treasurer Dave Brenner presented the financial report for November (attached). Andrew Ritchie made the motion to accept the Treasurer's report, seconded by Scott MacKenzie, all were in favor.

Scott MacKenzie and Dave Brenner had a discussion regarding having a town credit card for expenditures to eliminate reimbursement of personal expenditures, Dave will inquire.

Tax Collector Report: Curt Nass presented an analysis of all delinquent taxes. Letters to three (3) properties sent. Total delinquent is currently around \$15,000. Andrew Ritchie made a motion to approve the tax collector's report, Scott MacKenzie seconded, all were in favor.

Old Business:

- Capital Improvements and Repairs
- Steve Kimmel boarded up windows from fire damage.
- \$4000 was the cost for the original Three Little Pigs Playhouse.
- Roof will be inspected this week, roof repairs from fire will be made by R and R Roofing.
- Calvert will be inspecting condensate lines.
- Section of old Town Hall ceiling/roof:

R and R Roofing gave estimate for roof tune up, Scott MacKenzie asked for approval of up to \$1,200 for roof tune up. Elisa made motion, Brandon seconded. All were in favor. Estimate was received for restoration of old Town Hall ceiling. Bid for demo of existing ceiling, electrician would do rough in wiring (separate motion), contractor would hang drywall and paint with two (2) coats, bid was just under \$12,000. Ross made motion to approve work for \$12,000, Elisa seconded the motion. All were in favor. Estimate for rough in wiring for ceiling fan/light fixtures to replace current chandeliers; total \$5000. Motion made by Andrew to approve the work, seconded by Brandon. All were in favor. Project could be possibly finished by end of January.

- No progress on security surveillance system.
- Town Holiday Decorations Update and Holiday Decorations Contest Update

Purchased battery candles for Town Hall and lighted wreaths for lamp posts. The judging for the town holiday decorations contest will be 12/20. Sarah McBride and Brandon Dougherty will judge. All are encouraged to submit nominations. There will be two categories, classic and creative, 1st, 2nd, and 3rd for each category. Prizes are Visa gift cards (2) \$100, (2) \$75, (2) \$50

- Stop Signs, update received from Town Solicitor

Town is unable to place stop signs, and has no ability to install traffic lights and stop signs. Elisa King will

contact Representative Deb Heffernan regarding electronic speed signs, temporary and permanent. Councilman John Cartier offered additional Police enforcement. Scott will contact DelDot to do a traffic study for Marion Avenue.

Public Comments: No public comments

New Business: Verizon Franchise Agreement (tabled)

December 2020 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,644.61
Delmarva Power	Town Hall - Dec	Credit balance \$31.81
Delmarva Power	Town Hall gas	\$207.75
Suez	Overdue 8.90 + monthly rate	\$25.85
Comcast	Phone & internet service (credit balance)	*\$220. recommended
Penny Hill Landscaping	Contract payment: December	\$750.75
Penny Hill Landscaping	9/24 playground glass	\$130.00
Penny Hill Landscaping	Playground remulching	\$2,982.50
GFL Environmental	Monthly trash/recycling	\$10,851.00
Parkowski, Guerke & Swayze	Nov legal svcs. Inv #17	\$360.00
Andrew Geroski	Holiday banner design	\$225.00
Display Sales	New Holiday banners	\$643.05
Will Merlo	Town Hall cleaning - Dec, hanging new banners, hanging holiday decor, cleaning TH gutters	\$60.00 \$100.00 \$150.00 \$250.00 = \$560
Will Merlo	After fire cleanup	\$100.00
Steve Kimmel	Securing annex following fire	\$500.00
Scott MacKenzie	Reimbursement holiday postcard printing	\$80.64
Scott MacKenzie	Reimbursement - holiday candles and batteries	\$46.98
Dave Brenner	Postcard stamps Wreaths for Blvd. Nov meeting food	\$337.93

*No bill

Elisa made motion to pay bills, second by Brandon Dougherty, all in favor.

Correspondence:

- USPS - Hartford Boiler Insurance - Scott will schedule inspection
- USPS - Census Bureau, Dave is handling
- Email - Paper Rd on Prospect flooding issue - resident referred to NCC Conservation District

Announcements: Next Town Meeting is 1/11/2021 at 7 pm and next Planning Commission Meeting is 1/4/2021 at 7 pm

Meeting adjourned at 8:40 pm without objection.

Submitted by

 Andrew C. Ritchie, Secretary

 1/11/21
 Approved:

**Town of Bellefonte
Monthly Treasurers Report
November 2020**

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	Total of Town Accounts	November 2019
Balance 11/01/2020	\$141,826.82	\$11,694.86	\$202,342.92	\$355,864.60	\$299,726.19
Receipts					
Town Taxes	\$2,042.34			\$2,042.34	
Property Transfer Tax			\$7,050.00	\$7,050.00	
Insurance - Windows	\$2,241.09			\$2,241.09	
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Total Receipts	\$4,283.43	\$0.00	\$7,050.00	\$11,333.43	
Disbursements					
Trash Collection	\$10,851.00			\$10,851.00	
Comcast Cable	\$220.00			\$220.00	
Delmarva - TH Gas & Electric	\$56.08			\$56.08	
Delmarva - Annex Gas	-			-	
Delmarva - Town Street Lights	\$1,620.00			\$1,620.00	
Suez - Water	-			-	
Reibursement - Mtg Food	\$30.00			\$30.00	
Landscaping	\$750.75			\$750.75	
New Castle Co. - Sewer	\$14.00			\$14.00	
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Total Disbursements	\$14,600.05	\$0.00	\$0.00	\$14,600.05	
Ending Balance 11/30/2020	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	\$131,510.20	\$11,694.86	\$209,392.92	\$352,597.98	\$287,730.61

Curt A. Nass, Tax Collector
David A. Brenner, Treasurer

November Properties: 704 Bellefonte
1018 Bellevue