

**Town of Bellefonte Delaware
Meeting Minutes, January 13, 2020**

Planning Commission Meeting, 6 pm

Attending: IPA (UDel Institute for Public Administration) guest Jennifer Reitz, Dave Brenner, Scott MacKenzie, Brandon Dougherty, Curt Nass, Steve Kimmel, Rich Mulhern.

Those attending shared with guest Jennifer Reitz which areas of the 2010 Land Use Code need to be addressed when it is revised.

Town Commission Meeting, 7 pm

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

Call to Order: Dave Brenner called the meeting to order at 7:05 pm and welcomed those attending.

Public Comments: Daniel and Lori Nye of 1220 Brandywine Boulevard attended and asked questions about code enforcement by NCC Department of Land Use and how long it takes them to resolve a code enforcement issue. They were advised to be persistent and to keep filing complaints until the problem is resolved. They also asked for information about some planned renovations and were directed to look at the Town website, www.townofbellefonte.com and to look for information about the Zoning Review Board application.

Minutes to the Previous Meeting: Brandon made a motion to waive the reading and to approve the minutes as distributed, seconded by Andrew Ritchie, and approved by all.

Board of Adjustment: BOA Secretary Rich Mulhern reported no activity.

Planning Commission/ZRB: Member Steve Kimmel reported on the approval of ZRB application for 1010 Rosedale, and said that the Planning Commission continues to review the Land Use Code identifying gray areas in the code which might be expressed in a simpler way. He said they are also looking for areas of zoning code that are not covered in our Land Use ordinance.

Treasurer/Tax Collector's Report: Treasurer Curt Nass reported on the financial status of the Town as of December 31, 2019, and read the details of the monthly report (attached). Brandon motioned to accept the Treasurer and Tax Collector's Report, seconded by Andrew, and all approved.

President's Report:

- Dave reported that the park had been reserved for a wedding on June 20. The check was received.
- Request from Mike DeFonzo regarding installing a stop sign at the corner of Marion and Grandview.
- Dave reported about a vacant houses complaint on social media.
- Dave handled a complaint about yard waste in which the receptacle was pulled away from the house and then left near the curb.
- Dave reported that we had received an email letter from DelDOT about the repaving of 1) Bellevue Avenue, 2) Euclid Avenue, 3) Grove Avenue, 4) Prospect Avenue, and 5) Rosedale Avenue during 2020.

Correspondence:

- Via USMail - Tom Farinola elevator inspection report for BHFC elevator.
- VIA USMail - Census Bureau, online survey, referred to Curt.
- VIA USMail - Joe Yeager, \$50 for reservation of Bellefonte Park for wedding, 6/20/20.
- VIA USMail - Seth Thompson, Holiday greeting card.
- VIA USMail - Marcus Hook Energy Center, downstream spillage risk notice.
- VIA USMail - Barbacane Thornton, Holiday greeting card.
- VIA USMail - NCC DOLU, Quarterly supplemental assessment report, given to Curt.

Old Business:

- FOIA – None received.
- Capital Improvements: Town Hall Ceiling - Scott made a motion to approve up to \$15,000 to install drop ceiling and rough in wiring for lights and ceiling fans, seconded by Dave and all approved. A roof inspection was discussed and Scott made a motion for up to \$1,000 for roof inspection before the ceiling is hung, seconded by Andrew, and all approved.

New Business:

- Trash and Recycling Contract – changes to contract made as suggested by town solicitor Seth Thompson and Dave signed and sent back

January 2019 Bills:

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,521.85
Delmarva Power	Town Hall	\$638.20
Delmarva Power	Town Hall gas	\$72.32
Comcast	Phone & internet service (credit balance)	\$100.00
News Journal	Public Notices	\$53.39
Suez Water Delaware	Credit balance	0
Waste Industries	Monthly trash/recycling	\$13,786.65
Penny Hill Landscaping	December invoice	\$675.68
Parkowski, Guerke & Swayze PA	December service, Inv 6	\$437.00
Curt Nass	Tax collector's fee 2019	\$10,233.47
US Treasury	Tax on Tax collector stipend	\$1,695.47
Will Merlo	Town Hall cleaning - December	\$60.00
Will Merlo	Removal of holiday decorations from Brandywine Blvd.	\$100.00
Scott Mackenzie	Reimb. - Dec. meeting food	\$35.00

*No bill

Andrew made a motion to approve the bills as read, seconded by Brandon, and all approved.

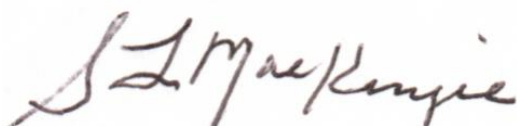
Announcements:

- Planning Commission Meeting will be held on Monday, February 3, 2020, at 7 pm, Town Hall conference room, or on any Monday when a ZRB application has been submitted by Friday at 5 pm.
- The next Town Meeting will be held on Monday, February 10, 2020, at 7 pm, at the Town Hall Annex.

Public Comments: The Nyes asked if anything could be done about the metal plate on Brandywine Boulevard left by DelDOT. Rich Mulhern reported spider veining and potholes on Fairview. Scott will report these issues to Deb Heffernan.

Adjournment: The meeting was adjourned by Dave, without objection, at 8:35 pm.

Submitted by:



S. L. MacKenzie, Secretary

Approved: _____ 2-10-2020 _____

Town of Bellefonte
 Monthly Treasurers Report
 December 2019

	Town Account	MSAF Account	Property Transfer Acct.	Town Accounts	December 2018	
1	Balance 12/01/19	\$130,234.48	\$4,717.71	\$152,778.42	\$287,730.61	270,103.79
Receipts						
2	Property Transfer Tax		\$34,155.00	34,155.00		
3	Town Taxes	1,176.15			1,176.15	
4	Other	278.70			278.70	
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5	Total Receipts	1,454.85	0.00	34,155.00	35,609.85	11,467
Disbursements						
6	Trash Collection	14,734.36			14,734.36	
7	Town Utilities	420.00	1,522.31		1,942.31	
8	Community Activites	900.00			900.00	
9	Attorney's Fees	841.66			841.66	
10	Landscaping	675.68			675.68	
11	Maintenance	260.00			260.00	
12	Public Notices	210.75			210.75	
13	Postage	210.00			210.00	
14	Donations	180.00			180.00	
15	Supplies/Meeting Expenses	165.01			165.01	
16	Bank Fee	8.07			8.07	
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17	Total Disbursements	18,605.53	1,522.31	0.00	20,127.84	19,696
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18	Ending Balance 12/31/19	\$113,083.80	\$3,195.40	\$186,933.42	\$303,212.62	\$261,875
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19	Curt A. Nass Treasurer/Tax Collector	December Properties:	1017 Bellevue 309 Bellefonte 906 Brandywine
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