

**Town of Bellefonte, Delaware**  
**Town Meeting Minutes, February 10, 2020**

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

**Call to Order:** Dave called the meeting to order at 7:07 pm and welcome attendees to the meeting.

**Special Guests/Public Comments:** NCC Councilman John Cartier presented the monthly crime mapping report about police calls inside Bellefonte. He said that he was unable to get a code enforcement report because of computer reporting issues at the County. John reported that he and several Bellefonte Commissioners had attended the WILMAPCO workshop about Gov. Printz Boulevard and that he found it a very positive experience giving feedback to WILMAPCO before they start the planning process for the development of the roadway.

**Minutes to previous meeting:** Brandon made a motion to waive the reading of the minutes and to approve them as distributed in advance, seconded by Andrew, and unanimously approved.

**Board of Adjustment** – BOA Chair Brian Donovan reported no activity.

Scott made a motion to break for 5 minutes, seconded by Andrew and all in favor. The meeting was rejoined.

**Planning Commission** - Chair Jim Paradise reported that a Zoning Review Board application was approved for 703 Brandywine Blvd. for roof replacement at their meeting on February 3. Jim said that he had been in communication with Institute for Public Administration (IPA) regarding their recommendations, ie. garage location and maximum size. Jim also requested approval to attend an IPA training course in Dover, and the Commission approved.

**Treasurer and Tax Collectors Report:** Curt Nass presented the financial report for the Town as of January 31, 2020 (attached). Andrew made a motion to approve the report, seconded by Brandon and approved by all.

**President's Report:**

- Several calls and emails about issues with trash collection or special accommodations. Dave handled with GFL.
- Complaints about driving in middle of road on Prospect.
- Call about radon testing. Dave referred the caller to local home inspection company.

**Correspondence:**

- Via USMail - Chlorinators Inc., Media PA, notice of downstream release risk.
- VIA USMail - Census Bureau, annexation survey referred to Dave

**Old Business**

- Capital Improvements – Dave getting bid on having electric roughed in as part of new ceiling in Town Hall.

**New Business**

- Board of Elections – Scott made a motion to name Logan Ritchie as BOE Chair, seconded by Dave and all approved (Andrew recused himself). Dave swore in Logan using the

- Delaware BOE oath of office. Dave informed Andrew that this means he cannot stand for re-election.
- Landscaping Service and Bidding – discussion about bidding. Brandon motion to put out to bid, seconded by Andrew and all approved. Dave and Scott will work on an RFP.
- DEMA public education workshop – Scott made a motion to ask Dave to arrange and approve \$300 for refreshments for public education workshop.

**February 2020 Bills:**

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,525.81
Delmarva Power	Town Hall	\$380.30
Delmarva Power	Town Hall gas	*Up to \$80.00
Comcast	Phone & internet service (credit balance)	\$120.00
Parkowski, Guerke & Swayze PA	January invoice #7	\$280.00
Barbacane Thornton	Progress billing, auditor	\$2,750.00
Barbacane Thornton	Outstanding invoice from Aug 2019	\$406.00
New Castle County	Sewer charge	\$14.00
GFL Inc.	Monthly trash/recycling	*Up to \$13,786.65
Will Merlo	Town Hall cleaning - February	\$60.00
Scott Mackenzie	Reimb. - Dec. meeting food	\$32.00

\*No bill

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

**Announcements:**

- Planning Commission meeting will be held on Monday, March 2, 7 pm, TH Conference Room, unless a ZRB application is received, in which case a meeting will be held on the nearest Monday at 7 pm.
- The next Town Meeting will be held on Monday, March 9, at 7 pm.

**Adjournment:** Dave adjourned the meeting without objection at 8:30 pm.

Submitted by:



S. L. MacKenzie, Secretary

Approved: \_\_\_\_\_ 03-09-20 \_\_\_\_\_



Town of Bellefonte  
Monthly Treasurers Report  
January 2020

	Town Account	MSAF Account	Property Transfer Account	Town Accounts	January 2019	
1	Balance 01/01/20	\$113,083.80	\$3,195.40	\$186,933.42	<b>\$303,212.62</b>	261,875.30
	Receipts					
2	Property Transfer Tax		\$6,315.00	<b>6,315.00</b>		
3	Town Taxes	945.11		<b>945.11</b>		
4	Other	-		<b>0.00</b>		
5	Total Receipts	945.11	0.00	6,315.00	<b>7,260.11</b>	11,263
	Disbursements					
6	Trash Collection	13,786.65			<b>13,786.65</b>	
7	Tax Collector Commission	10,233.74			<b>10,233.74</b>	
8	Town Utilities	810.52	1,521.85		<b>2,332.37</b>	
9	Planning Commission	1,000.00			<b>1,000.00</b>	
10	Landscaping	675.68			<b>675.68</b>	
11	Attorney's Fees	437.00			<b>437.00</b>	
12	Maintenance	160.00			<b>160.00</b>	
13	Public Notices	53.39			<b>53.39</b>	
14	Supplies/Meeting Expenses	35.00			<b>35.00</b>	
15	Bank Fee	1.10			<b>1.10</b>	
16	Total Disbursements	27,193.08	1,521.85	0.00	<b>28,714.93</b>	31,867
17	Ending Balance 01/31/20	\$86,835.83	\$1,673.55	\$193,248.42	<b>\$281,757.80</b>	\$241,271

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January  
Properties: 701 Euclid  
1213 Rosedale