

Town of Bellefonte, Delaware
Minutes Town Meeting Minutes
March 9, 2020

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

Call to Order: Dave called the meeting to order at 7:08

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

Planning Commission Report: PC Chair Jim Paradise attended a Planning Workshop in Dover. He said it was very well attended and that he learned a lot. He said that the workshop had recommended Delaware City's signage code as being an ideal ordinance. Jim said he sent copies to all PC members for their review. He also wanted to discuss membership for the PC, which has five members, but one who has not attended meetings recently. The Commission said removing a PC member is complicated and encouraged Jim to reach out to the member and ask if they would resign their position. Jim also said that he will send the approved Comprehensive Plan to the State Office of Planning this week.

Treasurer and Tax Collector's Report: Treasurer Curt Nass presented the financial reports as of February 29 (attached). Andrew Ritchie made a motion to approve the report as presented, seconded by Brandon Dougherty, and all were in favor.

President's Report:

- Several issues with trash collection were handled by Dave.
- Bad utility pole reported
- Landscaping contract RFP revision according to Town Attorney.
- Street Repaving Project

Correspondence:

- Via USMail - Comcast franchise fee of \$6,244.64 was received.
- Via USMail - DNREC announcement of Park Grants, due May 20. The Commission reached consensus not to pursue at this time.

Old Business:

Capital Improvements:

- Rich Mulhern is waiting for bids for roughing in the electrical on the ceiling of Town Hall.
- Rich Mulhern received a bid for \$1600 to re-stucco the skirt around the foundation of Town Hall. Scott made a motion to approve

New Business:

- Board of Elections - Dave met with Logan Ritchie, chair of the BOE, and reviewed what must be accomplished and when, and Logan will be reaching out to previous members to see if they will continue to serve on the BOE.
- Commission Membership – Scott motion to name Elisa King to fill the vacant commissioner chair expiring June 2021, seconded by Brandon and the vote was unanimous. Dave swore Elisa in using the State Oath of Office.
- Emergency Management – Dave filled out meeting presentation request but has not heard back from them.

Public Comments: Brian Donovan reported that progress on 810 Brandywine Boulevard is being hung up not by NCC Department of Land Use but by DelDOT and the State Fire Marshal's Office.

March 2020 Bills:

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,527.73
Delmarva Power	Town Hall	\$283.57
Delmarva Power	Town Hall gas	\$139.88
Comcast	Phone & internet service (credit balance)	*\$120.00 recommended
Parkowski, Guerke, & Swayze PA	Monthly Inv. 8	\$300.00
Suez Delaware	Monthly water service	\$35.00 (overdue)
Insurance Assoc. Inc.	Annual liability insurance premium	\$7,761.00
GFL Environmental	Monthly trash/recycling	\$10,861.00
Ross Logan	Reimb. website hosting fee	\$203.88
Will Merlo	Town Hall cleaning - March	\$60.00
Scott Mackenzie	Reimb. - Feb. meeting food	\$35.00
Dave Brenner	Reimb paper toner cartridge	\$121.97

*No bill

A motion to pay the bills was made by Andrew, and seconded by Elisa King, and all were in favor.

Scott made a motion to pay \$114.28 to Jim Paradise expense reimbursement for attending the planning workshop in Dover, seconded by Andrew, and all were in favor.

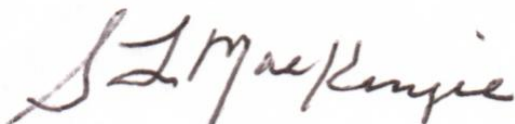
Spring Activities: Scott said that Andrew's wife had contacted him with a community member who volunteered to conduct a Spring egg roll in the park. Dave made a motion to approve reimbursement of up to \$100 for a Spring Egg Roll in Bellefonte Park.

Announcements:

- Next Town Meeting will be held on Monday, April 13, pm, at Town Hall Annex.
- Planning Commission meeting will be held on Monday, April 6th, 7 pm, or on any Monday at 7 pm when a ZRB application has been received.

Adjournment: Dave adjourned the meeting at 8:41 pm, without objection.

Submitted by:



S. L. MacKenzie, Secretary

Approved: _____04-13-20_____

Town of Bellefonte
Monthly Treasurers Report
February 2020

	Town Account	MSAF Account	Property Transfer Account	Town Accounts	February 2019
1 Balance 02/01/20	\$86,835.83	\$1,673.55	\$193,248.42	\$281,757.80	241,271.48
Receipts					
2 Property Transfer Tax			\$3,073.50	3,073.50	
3 Cable Franchise Fee	11,367.86			11,367.86	
4 Other	278.70			278.70	
5	Total Receipts	11,646.56	0.00	14,720.06	11,072
Disbursements					
6 Trash Collection	7,727.70			7,727.70	
7 Audit Expenses	3,156.00			3,156.00	
8 Town Utilities	2,120.11			2,120.11	
9 Attorney's Fees	280.00			280.00	
10 Maintenance	60.00			60.00	
11 Supplies/Meeting Expenses	32.00			32.00	
12 Bank Fee	10.69			10.69	
13	Total Disbursements	13,386.50	0.00	13,386.50	19,963
14 Ending Balance 02/29/20	<u>\$85,095.89</u>	<u>\$1,673.55</u>	<u>\$196,321.92</u>	<u>\$283,091.36</u>	<u>\$232,381</u>

Curt A. Nass

15 Treasurer/Tax Collector

February 1110
Properties: Prospect