

**Town of Bellefonte, Delaware**  
**Town Meeting and Public Hearing Minutes**  
**December 10, 2018**

**Public Hearing for Ordinance 2018-01, 6-7 pm:**

**Attending:** Dave Brenner, Brandon Dougherty, and Scott MacKenzie

Dave Brenner called the Public Hearing to order at 6:05 pm. A quorum of three Commissioners was met, but no residents attended. Scott gave a summary of legal advice regarding Ordinance 89-1 from Town Solicitor Seth Thompson, saying that New Castle County property maintenance code covered this topic and that Delaware Code already gave residents the right to take neighbors to court for drainage issues. His opinion was that we should repeal it. Being a zoning-related ordinance, the Town would hold two public hearings before voting.

Public Comments: None. The Public Hearing was closed at 7 pm, without objection.

**Town Meeting, 7 pm:**

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

**Call to Order:** Dave Brenner called the Town Meeting to order at 7:04 pm.

**Special Guests/Public Comments:** John Cartier presented the monthly crime statistics report and the monthly code enforcement report; there are currently two unresolved code violations in town. John reported on ongoing code violations and delinquent taxes in the County, saying that both are a priority for the administration.

Dave asked for an update about Edgemoor Port renovations and John said that the County continues to pursue collaboration with State planners with the end goal of being able to review plans for the Edgemoor facility. John encouraged everyone to visit Rockwood Museum on Washington extension, which is decorated for the holidays – admission is free.

**Minutes to the Previous Meeting:** Brandon made a motion to waive the reading and to approve the draft minutes as previously distributed, seconded by Andrew and the motion was unanimously approved. Copies were passed out to those attending.

**Board of Adjustment:** Brian Donovan reported no activity. Scott suggested that Brian staff up the Board of Adjustment, sensing that there may soon be an application.

**Planning Commission:** Chair Carol Dougherty reported that there were no new approved building applications this month. She also reported happily that the current draft of the Comprehensive Plan has been sent to the State Office of Planning, the City of Wilmington, and to New Castle County.

**Treasurer and Tax Collector's Report:** Curt Nass presented the financial status for the Town as of November 30, 2018 (attached). Scott made a motion to approve, seconded by Brandon, and approved by all.

**Correspondence:**

- Dave reported an email about maintenance of trees in right-of-way. The resident was informed that DelDOT is responsible for the right-of-way, but that any trees in the ROW were likely planted by former homeowners and the maintenance for said falls on the property owners.
- 1101 Monterrey – call from new owners about trash receptacles. Referred to vendor.
- FOIA request - regarding permits, etc. for 1201 Brandywine Blvd. received 12/8. Scott will respond.

**Capital Improvements:**

- Water heater – new installed has been ordered.
- Dishwasher - Dave reported that the dishwasher doesn't work and that getting an appliance repair person would probably cost more than replacement. The Commission agreed that there was no need to take action on the item at this time.

- Ceiling in Town Hall – Kathy will contact Andy Moore to see if he can make recommendations.

**Delinquent Taxes Update:**

- Scott reported that he had received an update from Town Solicitor Seth Thompson, who is actively working on motions against residents who owed more than \$2,000 in back taxes.

**Holiday Party:** 100 attendees – great circulation between Town Hall and the Annex. The Commissioners agreed that it was a great success, but that there probably could have been more food, since it ran out early in the evening.

**New Business:**

**Ordinance 2018-01:** Repealing Ordinance 89-1. Dave explained the rescinding of 89-1 Drainage. Scott made a motion to proceed with reading of Ordinance 89-1 in title only, without objection. Dave read the title of "Ordinance 2018 - An ordinance repealing Ordinance 89-1, Drainage, a zoning ordinance passed in 1990." Scott made a motion to approve first reading, seconded by Brandon, and all approved.

**December 2018 Bills:** Scott MacKenzie read the bills for the month:

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,537.36
Delmarva Power	Town Hall	\$408.06
Delmarva Power	Town Hall gas	\$131.81
Comcast	Phone & internet service	\$135.00 (credit balance)
Waste Industries	Monthly trash/recycling	\$13,974.63
Suez	Monthly water service	\$75.00
Russo Brothers	Service call - water heater	\$75.00
Yeager Law Firm	Legal Services, Sept – Nov.	\$1,178.00
Penny Hill	Dec landscaping contract	\$675.68
Will Merlo	Annex cleaning - December	\$50.00
Will Merlo	Decorations - Brandywine Blvd	\$100.00
Scott MacKenzie	Reimbursement - Town Picnic	\$20.00
Scott MacKenzie	Reimbursement - Hol. party, Dollar Store	\$18.00
Scott MacKenzie	Reimbursement - BHFC auction donation	\$250.00
Scott Mackenzie	Reimb. - Stamps	\$70.00
Scott Mackenzie	Reimb, - postcard printing	\$59.64
Brandon Dougherty	Reimburse. - Cake and cookies	\$104.96
Charlotte Hash	Holiday party entertainment	\$400.00

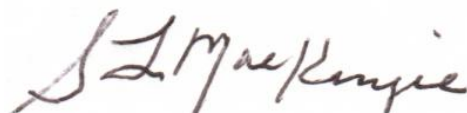
Andrew Ritchie made a motion to approve the bills as read Andrew, seconded by Brandon, and all approved.

**Announcements:**

- The next Planning Commission meeting will be held on Monday, January 7, 7 pm, unless there is an application for Zoning Review, which meetings are held every Monday at 7 pm.
- Public Hearing and Town Commission Meeting January 14, 2019, 6 pm and 7 pm, respectively.

**Adjournment:** Brandon made a motion to adjourn, seconded by Andrew and the meeting adjourned 8:36 pm.

Submitted by:



Approved: \_\_\_\_\_ 01-14-19 \_\_\_\_\_

Town of Bellefonte  
 Monthly Treasurers Report  
 November 2018 Report

	Town Account	MSAF	Account	Property Transfer Account	Town Accounts	November 2017	
1	Balance 11/01/18	\$151,705.65		\$9,583.57	\$120,673.51	<b>\$281,962.73</b>	\$317,114
Receipts							
2	Town Taxes	3,648.59				<b>3,648.59</b>	
3	Property Transfer Tax			1,725.00		<b>1,725.00</b>	
4	Other	278.70				<b>278.70</b>	
5	Total Receipts	3,927.29		0.00	1,725.00	<b>5,652.29</b>	11,011
Disbursements							
6	Trash Collection	13,974.63				<b>13,974.63</b>	
7	Town Utilities	348.03		1,480.41		<b>1,828.44</b>	
8	Landscaping	1,647.38				<b>1,647.38</b>	
9	Maintenance	50.00				<b>50.00</b>	
10	Bank Fee	10.78				<b>10.78</b>	
11	Total Disbursements	16,030.82		1,480.41	0.00	<b>17,511.23</b>	45,764
12	Ending Balance 11/30/18	\$139,602.12		\$8,103.16	\$122,398.51	<b>\$270,103.79</b>	\$282,361

13	Curt A. Nass Treasurer/Tax Collector	Curt A. Nass Treasurer/Tax Collector	November Properties:	1004 Prospect 1208 Melrose 900 Prospect
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