

Town of Bellefonte, Delaware
Town Meeting Minutes, April 12, 2021

Attending: Scott MacKenzie, Andrew Ritchie, Elisa King, Brandon Dougherty 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: Elisa King made a motion to approve minutes of March 8, 2021, meeting and Brandon Dougherty seconded, all were in favor.

Special Guests and Public Comments:

John Cartier, NCC Councilman - Councilman Cartier presented police response report and code enforcement report to Commission. Regarding, NCC tax reassessment, NCC will pay for full cost of reassessment, and conduct as revenue neutral as possible. Project will take property to real value and NCC will adjust millage rate. Bulk of residents should not experience any financial pain. Regarding American Rescue Plan, NCC will receive funds and is awaiting Treasury guidance on how to spend funds.

Glen King, 904 Marion, Board Member of Bellevue Community Center - Requesting Town to sign for the State Community Transportation Funds (CTF) money earmarked for BCC, pass it through, and designate to the center, and take care of this money. Scott will consult with Deb Heffernan on this matter.

M. Kostyshyn, 700 Brandywine Blvd. – Asked how to FOIA request, question regarding fencing around property.

Board of Adjustment: No activity reported.

Planning Commission: Completed draft of land use code. Sent clean copy and copy with tracked changes to Commission. Receiving comments from U of DE and IPA. One ZRB application approved. Working on annual review of comprehensive plan which is due July 1.

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

Tax Collector Report: Curt Nass presented Treasurer's report and reviewed delinquent tax report.

Old Business:

- Insurance Repairs – No progress to report. No start date for repair to roof. Elisa will look for ideas for playground equipment.
- Ceiling has been completed in Town Hall; ceiling fans and light fixtures have not been installed. Motion for up to \$5,000 to replace foundation skirting and resurface steps into Old Town Hall with bond epoxy concrete patch and ensure steps are within code. Remove existing railings and reinstall; Elisa King made a motion and Andrew Ritchie seconded, all were in favor. Scott said he will ask about bringing the level of steps into code.
- Security surveillance system – Will take wood off the windows when cameras are working
- Traffic Control/Stop Signs on Marian Avenue - Elisa King has been in contact with Senator McBride, speed assessment study to be conducted to measure speed between Melrose and Euclid. Assessment to put radar sign up. She is confident we could get a stop sign at Melrose and Marian.
- Historic marker in town parking lot was damaged in traffic accident – Brandon will take the sign to the vendor to obtain an estimate for repair

Public Comments: No public comments

New Business:

- Verizon Franchise Agreement – Received Verizon franchise agreement. Same as agreement with Comcast; 3% of total of television services only, recommend not to change agreement. Andrew Ritchie made a motion for Scott MacKenzie to execute the Verizon Franchise Agreement, Elisa King seconded the motion, all were in favor.
- Landscaping contract from Penny Hill for annual services to take care of park and Town Hall property, effective March, same amount as last year. Elisa King made motion to execute contract with Penny Hill, Andrew Ritchie seconded, all were in favor.

- American Recovery Act Discussion – tentative information received, Scott completed form from State Treasurer's office for local governments for Towns of less than 50,000 residents, from the State. Bellefonte will receive money through the State. Our allocation should be at \$206,000. General direction so far, Interest of broader community, recovery from Covid, address race and inequity, etc. Should be in line with comprehensive plan. \$500,000 or 75% of current budget.
- Bellefonte Arts Festival on 5/15, daylong, strolling event. We will support Arts Festival as we have done in the past.
- 2022 FY Budget Discussion – Dave and Scott will be developing the draft of the budget and will send out to Commissions.

April 2021 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,659.55
Delmarva Power	Town Hall	\$179.31
Delmarva Power	Town Hall gas	\$63.76
Comcast	Phone & internet service (credit balance)	Recommend payment \$200.00
GFL Environmental	Monthly trash/recycling	\$10,866.00
Suez	Monthly water	Recommend \$20.00
Parkowski, Guerke & Swayze	Inv 21 – March legal service	\$200.00
Artisan Electrical	Final installation	\$1,500.00
Penny Hill Landscaping	March payment	\$750.75
Will Merlo	Town Hall cleaning – April Spring banners hung	\$160.00
BHFC	Donation	\$1,000.00
Scott MacKenzie	Reimbursement March meeting food	\$33.00
Scott MacKenzie	Reimbursement for TH light fixtures and fans	\$1,438.28
Dave Brenner	Reimbursement for postage stamps	\$55.00
Ross Logan	Reimb security system power source	\$11.24

Andrew made motion to approve, Brandon seconded, all in favor.

Correspondence:

- Quarterly tax updates from NCC
- Annual survey from DelDOT, MASF
- Two mailings about the bicycle path grants.

Announcements:

- Next planning commission meeting: May 3, 2021 7 pm.
- Next Town of Bellefonte Commission Meeting: May 10, 2021, 7 pm.
- Motion to adjourn at 8:43 pm without objection

Submitted by:

Andrew C. Ritchie, Secretary

_____ 5/10/21 _____
Approved:

Town of Bellefonte
Monthly Treasurers Report
March 2021

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	Total of Town Accounts	March 2020
Balance 3/1/2021	<u>\$69,850.20</u>	<u>\$10,040.33</u>	\$231,630.42	\$311,520.95	\$283,091.36
Receipts					
Town Taxes	\$4,173.06			\$4,173.06	
Property Transfer Tax			\$12,406.50	\$12,406.50	
Energy Credits	\$92.90				
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Total Receipts	\$4,265.96	\$0.00	\$12,406.50	\$16,579.56	
Disbursements					
Trash Collection	\$10,851.00			\$10,851.00	
Comcast Cable (Balance -\$97.18)	\$150.00			\$150.00	
Delmarva - TH Gas & Electric	\$329.80	Online		\$329.80	
Delmarva - Annex Gas	\$153.50	Online		\$153.50	
Delmarva - Town Street Lights		\$1,662.57	Online	\$1,662.57	
Reimburse-S.MacKenzie (Mtg Food)	\$30.00			\$30.00	
Bellevue Builders-Ceiling	\$7,998.00			\$7,998.00	
Reimburse R.Logan - Web Hosting	\$203.88			\$203.88	
Maintenance - Will Merlo	\$60.00			\$60.00	
Wilmington Glass (Annex Door)	\$365.00			\$365.00	
U.S. Treasury (FICA on Tax Collect)*	\$1,541.94			\$1,541.94	
Barbacane, Thornton	\$1,325.00			\$1,325.00	
Bank Analysis Fee	\$17.13			\$17.13	
Parkowski, Guerke, & Swayze	\$189.50			\$189.50	
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Total Disbursements	\$23,214.75	\$1,662.57	\$0.00	\$24,877.32	
* Approved at Feb Mtg					
Ending Balance 3/31/2021	<u>\$50,901.41</u>	<u>\$8,377.76</u>	<u>\$244,036.92</u>	<u>\$303,316.09</u>	<u>\$284,054.77</u>

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

March Properties: 905 Rodman
1102 Prospect
611 Rosedale
1010 Talley