Town of Bellefonte, Delaware
Town Meeting Minutes, June 8, 2020

Attending: David Brenner, Brandon Dougherty, Elisa King, Scott MacKenzie, Andrew Ritchie, and Treasurer Curt Nass.

Call to Order: The meeting was called to order by Dave Brenner at 7:07 pm and welcomed those attending.

Minutes to the Previous Meeting: Scott made a motion to waive the reading of the minutes and to approve them as distributed, seconded by Andrew Ritchie, and all were in favor.

Board of Adjustment: BOA Chair Brian Donovan reported no activity.

Planning Commission: There was no report as a meeting is being held right now. (Updated before end of meeting by Andrew Moore who reported that the PC did not have a quorum for a meeting).

Treasurer and Tax Collector's Report: Treasurer and Tax Collector Curt Nass presented the financial report for March, April, May combined. Brandon made a motion to accept the treasurer's and tax collector's report, seconded by Elisa, and all were in favor. (attached)

President's Report:
- No activity on capital improvements.
- Dave reported that the Town had received a request from the State office of planning for our Annual Questionnaire/Progress Report for our Comprehensive Plan. Scott and Dave will complete the form but ongoing this will be tasked to the Planning Commission in future.

Correspondence:
- Via USMail - Bill payment processing center, given to Curt
- VIA USMail - from NCC, annual tax roll summary, given to Curt

Old Business:
Resolution 2020-01 - a resolution approving the 2021 Tax Rate and schedule of stipends. Scott made a motion to waive the reading of and to approve Resolution 2020-01 , Andrew seconded the motion, and Dave called for discussion. There being none, all were in favor.

Public Comments: None

New Business:
- Change of Guard – Dave announced that it was time to seat the new officers resulting from the election in June. The results as announced by the Board of Elections at the June meeting were that the number of positions exceeded those who registered for the election, canceling the election and declaring Brandon Dougherty re-elected, Dave elected as Treasurer, and Curt elected as Tax Collector. With that said, Dave turned over the chair to Scott and stepped down, as did Andrew Ritchie. Scott thanked Dave for his leadership and dedication over the past four years, which has left Bellefonte on a more stable financial position. Scott administered the Delaware oath of office to Brandon and he was seated, joining the Commission along with existing Commissioners King and MacKenzie.
- Scott nominated Andrew Ritchie as Commissioner, filling an empty seat with a term expiring in June 2022, seconded by Brandon, and the motion passed unanimously.
- Scott nominated Ross Logan as Commissioner filling an empty seat with a term expiring in June 2022, seconded by Elisa, and the motion passed unanimously.
- Scott nominated Andrew Ritchie as secretary for the coming year expiring June 2021, seconded by Elisa, and all were in favor.
- Andrew made a motion to nominate Scott as President of the Commission, seconded by Brandon, and passed unanimously.

- Scott asked if any of the Commissioners had any other new business. There being none, Scott read the bills for payment.

Bills:

Payee	Description	Amount
Delmarva Power	Streetlights	$1,542.36
Delmarva Power	Town Hall	Up to $400
Delmarva Power	Town Hall gas	Up to $100
Comcast	Phone & internet service	$153.02
Penny Hill Landscaping	Contract payment: May	$750.75
Parkowski, Guerke & Swayze PA	Statement #11, May legal services	$93.25
DE League of Local Government	Annual membership dues	$800.00
Suez Delaware	Monthly water service	Up to $20.00
GFL Environmental	Monthly trash/recycling	$10,861
Will Merlo	Town Hall cleaning - June	$60.00
Scott MacKenzie	PPE supplies, masks & sanitizer	$57.98
Scott MacKenzie	Secretary stipend (12 mtg)	$831.15
Dave Brenner	Commissioner stipend (12 mtg)	$554.10
Brandon Dougherty	Commissioner stipend (11mtg)	$507.93
Andrew Ritchie	Commissioner stipend (11 mtg)	$507.93
Elisa King	Commissioner stipend (2 mtg)	$92.35
Curt Nass	Treasurer stipend	$1,108.20
US Treasury	FICA wages for all commissioner and treasurer stipend	$512.55

*No bill

Andrew made a motion to pay the bills, seconded by Ross, and the motion passed unanimously.

Miscellaneous Business:
A discussion was held about whether a Town Picnic would be possible in light of the ongoing COVID-19 crisis. And there was a general discussion about town activities and the Commissioners reached consensus that we would entertain ideas for upcoming events at the July meeting, including coordinating events with the business community. Elisa will reach out to business owners for their feedback.

Announcements:
- Scott announced the next Town Meeting would be held on Monday, July 13, 2020, at 7 pm, at the Town Hall Annex.
- The Planning Commission meeting will be held on Monday, July 6, 2020, at 7 pm, or any Monday when they having an application for Zoning Review.
- The meeting adjourned without objection at 8:25 pm.

Submitted by: *S. L. MacKenzie*

S. L. MacKenzie, Secretary   Approved: _____07-13-20_____

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Town of Bellefonte
Monthly Treasurers Report
April 2020

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		Town Account	MSAF Account		Property Transfer Account	Town Accounts		April 2019
1	Balance 04/01/20	$78,821.80	$1,673.55		$203,559.42	**$284,054.77**		230,898.88
	Receipts							
2	Town Taxes					**$0.00**		
3	Property Transfer Tax					**0.00**		
4	Other					**0.00**		
5	Total Receipts	0.00	0.00		0.00	**0.00**		6,700
	Disbursements							
6	Trash Collection	10,861.00				**10,861.00**		
7	Town Utilities	2,175.91				**2,175.91**		
8	Q1 Federal Taxes	1,695.47				**1,695.47**		
9	Town Audit	1,200.00				**1,200.00**		
10	Attorney's Fees	970.00				**970.00**		
11	Maintenance	120.00				**120.00**		
12	Public Notices	73.06				**73.06**		
13	Supplies/Meeting Expenses	35.00				**35.00**		
14	Bank Fee	13.47				**13.47**		
15	Total Disbursements	17,143.91	0.00		0.00	**17,143.91**		20,235
16	Ending Balance 04/30/20	$61,677.89	$1,673.55		$203,559.42	**$266,910.86**		$217,364

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April
Properties:

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