

**Town of Bellefonte, Delaware**  
**Town Meeting Minutes, July 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 made a motion to approve minutes of June 7, 2021, meeting with additional language regarding Dave Brenner serving as Treasurer until 2022, Scott seconded, all were in favor.

**Special Guests and Public Comments:** John Cartier, NCC Councilman, presented crime activity report. AKO shingle producer closed at Edgemoor. Demolition of Levitz will occur on 7/14. The bark park opened in River Road Park.

**Public Comment:** Miroslaw Kostyshyn inquired about the most recent minutes on the website. Scott said the most recent minutes are up to date on website.

**Board of Adjustment:** No report

**Planning Commission:** Jim Paradise, is resigning as Chair, Mark Fansler will be Chair and Kathy MacDonough., will be backup Chair and Secretary. Commission to receive updated land use code which was approved by Planning Commission at their last meeting. Town Commission will hold public hearings. Town Commission thanked Jim Paradise for his service to the Planning Commission and the Town.

**Treasurer's Report:** Treasurer Dave Brenner presented the financial report for June (attached). Elisa made the motion to accept the Treasurer's report, Brandon seconded, all were in favor. Scott made a motion to approve Barbacane Thornton as the Auditor for fiscal year 2021, Elisa seconded and all were in favor.

**Tax Collector Report:** Curt Nass presented Tax Collector's report and reviewed delinquent tax report. No changes in report.

**Old Business:**

- Insurance Repairs – Scott made motion to approve up to \$5,300 in additional funding for purchase and installation of playground equipment, seconded by Elisa and all approved.
- Security - Security camera is blocked by a tree in the Town Park; Penny Hill will trim the tree back
- Capital Improvements - Skirting completed around foundation of Town Hall steps and apron completed
- Stop Signs - Stop signs installed at Marion and Melrose with new sign indicating new stop signs
- Historic marker - Brandon contacted vendor for an update; no progress.
- Brandon made a motion to approve up to \$500.00 for Eagle Scout project to repair side steps on Town Hall, repair sign, re-install flag pole with lighting, Elisa seconded and all were in favor

**Public Comments:** No public comments

**New Business:**

**ARPA:** \$111,000 received; two public hearings held; American Recover Act Discussion. Scott presented some guidance for use of the funds and presented a plan for using the funds.

- The Town has until December 2025 to spend funds
- Scott suggested \$7,000 for residents to pay Bellefonte real estate taxes unpaid in 2020 (need to have paid in 2019)
- Scott suggested approximately \$1,000 each for a direct grant to small businesses
- Considering up to \$40,000 for an advertising program for Bellefonte businesses and rebuild consumer traffic
- Considering a beautification program for Brandywine Blvd and Philadelphia Pike
- ARPA Resolution 2021 Number 4, copies distributed and Scott made motion to read and approve in title only, Elisa seconded, and all were in favor. Scott made motion to approve, Elisa seconded, and all were in favor.

- ARPA Resolution 2021 Number 3, copies distributed and Scott made motion to read and approve in title only, Andrew seconded, and all were in favor. Scott made motion to approve, Elisa seconded and all were in favor.
- ARPA Resolution 2021 Number 2, copies distributed and Scott made motion to read and approve in title only and approve, Brandon seconded, and all were in favor. Scott made motion to approve, Elisa seconded
- AARPA Resolution 2021 Number 1, copies distributed and Scott made motion to read and approve in title only, Andrew seconded, and all were in favor. Scott made motion to approve, Elisa seconded, all were in favor.
- Curt has agreed to be Treasurer for AARPA program. Scott made a motion to make Curt ARPA Treasurer for the first year of the program for the fee of \$1,000, Elisa seconded, all were in favor. Curt Nass accepted the ARPA checkbook

### **July 2021 Bills**

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,647.31
Delmarva Power	Town Hall	\$79.63
Delmarva Power	Town Hall gas	\$60.77
Comcast	Phone & internet service	*Recommend payment \$200.00
GFL Environmental	Monthly trash/recycling - july	\$10,863.50
GFL Environmental	Monthly trash/recycling – June	\$10,851.00
Parkowski, Guerke & Swayze	Statement #24	\$20.00
Penny Hill Landscaping	July payment	\$750.75
Will Merlo	Town Hall cleaning – July Hanging summer banners	\$160.00
Scott MacKenzie	Reimbursement June meeting food	\$35.00
Scott MacKenzie	Reimb. For flagpole from Amazon	\$92.99
Anderson & Catania	Surety bond for Curt Nass	\$570.00
Bellevue Builders	Final payment – Steps & foundation skirting	\$2,622.00
<b>Selective Insurance</b>	<b>Insurance renewal</b>	<b>\$20.00</b>
Barbacane Thornton	Audit – June	\$845.00
Ely Associates	Additional Playground equipment	\$871.00
Buzz Burger Inc.	Installation of playground equipment	<b>\$3,150.00</b>
Delmarva Now-News Journal	Notice for 7/12 public hearing	<b>\$80.10</b>

\*No bill

### **ARPA payments**

Bracy & Associates	Shops of Bellefonte campaign payment #1	\$10,000.00
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Andrew made a motion to pay the bills; Brandon seconded, all were in favor

**Correspondence:**

- USMAIL – From Selective Insurance, reinstatement of policy
- USMAIL – From DANA encouraging donations from ARPA for non-profits that serve our area
- USMAIL – Energy Transfer (Marcus Hook) notice for storage tank spills upstream.
- USMAIL – NCC quarterly update of real estate assessments

**Announcements:**

- Next planning commission meeting: September 13, 2021 7 pm.
- Next Town of Bellefonte Commission Meeting, August 9, 2021, 7 pm.
- Motion to adjourn at 8:34 pm without objection

Submitted by:

\_\_\_\_\_  
Andrew C. Ritchie, Secretary

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8/9/21  
Approved:

**Town of Bellefonte**  
**Monthly Treasurers Report**  
**June 2021**

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	ARPA Account (693)	Total of Town Accounts	June 2020
<b>Balance 6/1/2021</b>	<u>\$31,405.64</u>	<u>\$5,073.34</u>	<u>\$236,690.92</u>		<u>\$273,169.90</u>	<b>\$257,205.99</b>
<b>Receipts</b>						
Town Taxes						
Property Transfer Tax			\$20,451.75		\$20,451.75	
Franchise Fees (Verizon & Comcast)	\$16,666.47				\$16,666.47	
State of Del - ARPA Funds	\$111,712.50				\$111,712.50	
Transfer From PTT Acct	<u>\$30,000.00</u>		<u>(\$30,000.00)</u>		\$0.00	
<b>Total Receipts</b>	\$158,378.97	\$0.00	-\$9,548.25		\$148,830.72	
<b>Disbursements</b>						
Trash Collection			\$10,856.00	Online	\$10,856.00	
Comcast Cable (Bal )	\$200.00	Online			\$200.00	
Delmarva - TH Gas & Electric	\$86.38	Online			\$86.38	
Delmarva - Annex Gas	59.35	Online			\$59.35	
Delmarva - Town Street Lights		\$1,645.32	Online		\$1,645.32	
Reimburse-S.MacKenzie (Mtg Food)	\$41.00				\$41.00	
Maintenance - Will Merlo	\$60.00				\$60.00	
Penny Hill Landscaping	July					
Bellevue Builders (Partial Payment)	\$5,500.00				\$5,500.00	
Parkowski, Guerke, & Swayze	\$478.25				\$478.25	
Suez - Water	\$20.00				\$20.00	
AI Sanitation (Arts Festival)	July					
Artisan Electric	\$1,500.00				\$1,500.00	
New Castle County Sewer	July					
Selective Insurance	\$8,451.00				\$8,451.00	
Commissioners Stipends	\$3,855.62				\$3,855.62	
Federal Gov - FICA	\$638.78				\$638.78	
News Journal - ARPA Public Hearing Notice	\$117.48				\$117.48	
Barbacane, Thornton	\$1,900.00				\$1,900.00	
Barbacane, Thornton	\$1,575.00				\$1,575.00	
Delaware League of Local Governments	July					
Ely Associates-Playground Equipment	\$7,578.00				\$7,578.00	
Bank Analysis Fees	\$7.00				\$7.00	
<b>Total Disbursements</b>	\$32,067.86	\$1,645.32	\$10,856.00		\$44,569.18	
<b>Ending Balance 6/30/2021</b>	<u>\$157,716.75</u>	<u>\$3,428.02</u>	<u>\$216,286.67</u>		<u>\$377,431.44</u>	<b>\$249,104.28</b>

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

June Properties: 807 Rosedale 1107 Grandview  
809 Rosedale 1104 Wynnbrook  
1121 Rosedale 901 Prospect