

**Town of Bellefonte**  
**Town Meeting Minutes, November 8, 2021**

Call to order at 7:04 pm

**Attending:** Scott MacKenzie, Ross Logan, Andrew Ritchie, Elisa King, Brandon Dougherty, Treasurer Dave Brenner and Tax Collector Curt Nass

**Not attending:** None

**Minutes to the Previous Meeting:** Brandon made a motion to waive the reading of the September meeting minutes and approve; Elisa seconded, all were in favor. Elisa made a motion to waive the reading of the October meetings minutes and approve the; Andrew seconded, all were in favor.

**Special Guests and Public Comment:** Councilman John Cartier presented crime report and code enforcement report. John discussed NCC parks and that there will be a meeting on November 22 at 6 pm at Claymont Library; looking for input on parks and will also be seeking input on the possible establishment of a Claymont riverfront park at a public meeting Thursday night November 11 at 630 pm at Claymont Fire Company.

**Board of Adjustment:** Rich Mulhern reported no activity

**Planning Commission:** Kathy M. could not attend meeting but sent report to Scott. Commission is ready to present Land Use document to Board of Commissioners. Public hearing will be held at 6 pm before December town meeting.

**Treasurer's Report:** Dave Brenner presented the Financial Report for October (attached). Andrew made a motion to accept the Treasurer's report, Elisa seconded, all were in favor.

**Tax Collector's Report:** Curt Nass presented a Tax Collector's report

**Old Business/President's Report/Correspondence:**

- Street repaving-approved for five more streets to be paved in Bellefonte; Melrose, Talley, Grandview, Maple, and Wynnbrook.
- CTF assistance for park to electrify park, received quote from electrician for \$5000
- Town Hall renovations-Demolition and framing has taken place in advance of issuance of permit. Desks have been purchased for Commissioners as they are on sale currently. There has been a delay in progress due to the contractor having a death in the family. Still expected to complete by the end of the year.
- Surveillance system-new camera was purchased, needs to be placed.
- Historic marker-Trophy Shop acknowledged receipt of inquiry to repair
- ARPA-meeting held with businesses with ad agency Bracy on 10/19
- Holiday gathering-caroling in the park, music, food, sweets. Date will be established when Charlotte Hash gets back to Scott. Postcards will go out announcing all of Town December activities. Shops of Bellefonte planning Thursday night events, shops open late, holiday decorations on Boulevard. Town will decorate the park

**Public Comments:** Discussion from owners of Shops of Bellefonte regarding holiday plans.

**New Business:**

- Resolution 2021-ARPA6-Resolution considering approval of \$5,000 for Holiday Shopping promotion in business districts. Andrew made a motion to read the resolution in title only, Elisa seconded, all were in favor. Scott made a motion to approve resolution; Elisa seconded, all were in favor.

November 2021 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,037.45
Delmarva Power	Town Hall	\$78.07
Delmarva Power	Town Hall gas	\$60.77
Comcast	Phone & internet service	*Recommend payment \$225.00
GFL Environmental	Monthly trash/recycling – September	\$10,851.00
New Castle Co	4 <sup>th</sup> Quarter sewer	\$20.25
Penny Hill Landscaping	November payment	\$750.75
Will Merlo	Town Hall Cleaning	\$60.00
Scott MacKenzie	Reimbursement -Commissioners chairs from Wayfair	\$761.94
Scott MacKenzie	Reimbursement for Commissioners desks from Wayfair	\$1,013.94
Scott MacKenzie	Reimbursement for October meeting food	\$40.00
Suez	October bill	\$20.25

\*No bill

Scott made motion to pay the bills, Ross seconded, all were in favor.

**Announcements:**

- Next Planning Commission/Zoning Review Board meets on every Monday at 7 pm when they have an application
- Next Town of Bellefonte Commission meeting, December 13, 2021, at 7 pm with public hearing for Land Use Code at 6 pm
- Motion to adjourn at 8:34 pm without objection

Submitted by:

\_\_\_\_\_(signed copy on file at Town Hall)\_\_\_\_  
Andrew Ritchie

12/13/21\_\_\_\_\_  
Approved:



**Resolution 2021 – ARPA7 – Winter 2021 Business Promotion**

WHEREAS the Town of Bellefonte has received \$111,712.50 from the U.S. Treasury, via the State of Delaware Treasurer's Office, for the purpose of dispensing such funds under the guidance put forward by the U.S. Treasurer, pursuant to the American Rescue Plan Act (ARPA) as approved by Congress on March 6, 2021, and signed into law by President Biden on March 11, 2021, and

WHEREAS the expressed intent of ARPA is to 1) Respond to the COVID-19 emergency and address its economic effects, including through aid to households, small businesses, nonprofits, and industries such as tourism and hospitality; 2) Provide premium pay to essential employees or grants to their employers. Premium pay couldn't exceed \$13 per hour or \$25,000 per worker; 3) Provide government services affected by a revenue reduction resulting from COVID-19; and 4) Make investments in water, sewer and broadband infrastructure, and

WHEREAS the Town of Bellefonte held Public Hearings on May 10 and July 12, the Town Commission solicited testimony from residents, representatives of non-profit agencies, and business owners. And

WHEREAS the Commissioners of Bellefonte acknowledge the impact of the pandemic on residents who may have experienced financial hardships due to lost employment, reduced work hours, or unexpected medical expenses;

NOW THEREFORE, the Bellefonte Town Commission does hereby approve up to \$5,000 (Tranche #7) of

This campaign is to be administered by the Bellefonte Town Commission through direct and indirect subcontracts with entertainers, food and beverage purveyors, landscapers, etc. for the purpose of stimulating and encouraging shopping in Bellefonte business districts in December and throughout the first Quarter of 2022.

After careful consideration, the Bellefonte Town Commission does hereby approve this resolution, effective November 9, 2021.

\_\_\_\_\_ Scott MacKenzie (original on file at TH) \_\_\_\_\_

Scott MacKenzie, Commission President / Date

Attest: \_\_\_\_\_ Andrew Ritchie (original on file at TH) \_\_\_\_\_  
Secretary Andrew Ritchie/Date

11/8/2021

## October 2021

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	ARPA Account (693)	Total of Town Accounts	October 2020
<b>Balance 10/1/2021</b>	<u>\$118,671.70</u>	<u>\$8,448.14</u>	<u>\$225,553.17</u>	<u>\$50,947.31</u>	<u>\$403,620.32</u>	<u>\$256,923.33</u>
<b>Receipts</b>						
Town Taxes	\$5,432.48				\$5,432.48	
Property Transfer Tax			\$13,470.00		\$13,470.00	
Insurance Refund	\$33.60				\$33.60	
<b>Total Receipts</b>	<u>\$5,466.08</u>	<u>\$0.00</u>	<u>\$13,470.00</u>	<u>\$0.00</u>	<u>\$18,936.08</u>	
<b>Disbursements</b>						
GFL - Trash Collection	\$10,756.00				\$10,756.00	
Comcast Cable (Bal )	\$450.00	Online			\$450.00	
Delmarva - TH Gas & Electric	\$98.74	Online			\$98.74	
Delmarva - Annex Gas	\$61.62	Online			\$61.62	
Delmarva - Town Street Lights		\$1,645.13	Online		\$1,645.13	
Reimburse - S.MacKenzie (Mtg Food)	\$70.00				\$70.00	
Reimburse - S.MacKenzie Cleaning Supplies	\$37.00				\$37.00	
Reimburse - S. MacKenzie - Filing Tubs	\$44.99				\$44.99	
Reimburse - S. MacKenzie - Post Cards	\$120.96				\$120.96	
Reimburse - D. Brenner - Postcard Postage	\$240.00				\$240.00	
Reimburse - D. Brenner - BHFC Gift Basket	\$250.00				\$250.00	
Reimburse - D. Brenner - Safe Distance Banner	\$70.00				\$70.00	
Will Merlo-Maintenance & Banner Hanging	\$260.00				\$260.00	
Parkowski, Guerke, & Swayze	\$274.66				\$274.66	
Penn National Insurance-Suerty Bond Treasurer	\$570.00				\$570.00	
Penny Hill landscaping	\$750.75				\$750.75	
Suez - Delaware (Water)	\$16.35				\$16.35	
Musicians (4) for Bellefonte Day	\$750.00				\$750.00	
Bellefonte Café	\$800.00				\$800.00	
Ice Cream Shoppe - Bellefonte Day	\$400.00				\$400.00	
Tex-Mex Burrito	\$1,800.00				\$1,800.00	
Reimbursement - B. Dougherty (TexMex)	\$450.00				\$450.00	
Face Painting - Bellefonte Day	\$150.00				\$150.00	
Bellevue Community Center				\$1,000.00	\$1,000.00	
Brandywine Hundred Fire Co. - ARPA				\$3,000.00	\$3,000.00	
Banners - ARPA				\$675.00	\$675.00	
News Journal - ARPA Notice 7/15/21				\$128.16	\$128.16	
Visual Arts - Banner Design				\$510.00	\$510.00	
Bank Analysis Fees	\$52.10				\$52.10	
<b>Total Disbursements</b>	<u>\$18,473.17</u>	<u>\$1,645.13</u>	<u>\$0.00</u>	<u>\$5,313.16</u>	<u>\$25,431.46</u>	
<b>Ending Balance 10/31/2021</b>	<u>\$105,664.61</u>	<u>\$6,803.01</u>	<u>\$239,023.17</u>	<u>\$45,634.15</u>	<u>\$397,124.94</u>	<u>\$349,239.83</u>

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

October Properties: 1213 Talley Rd  
1015 Bellevue Ave  
713 Melrose