

Town of Bellefonte
Town Meeting Minutes, May 9, 2022

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

Not attending: None

Call to Order: The meeting was called to order at 7:06 pm

Minutes to the Previous Meeting: Scott made a motion to waive the reading of the April 11, 2022, meeting minutes and to approve as distributed; Elisa seconded, all were in favor.

Special Guests and Public Comment: John Cartier, NCC Councilman, attended and distributed the police community venue report. County completing the 30-year NCC comprehensive plan update (NCC 2050). Code enforcement will continue on 810 Brandywine Blvd. Councilman will assist with St. Helena's in planning next year's carnival event addressing safety factors.

Board of Adjustments: No report

Planning Commission: Report sent in by Kathy MacDonough. No new ZRB applications.

Treasurer's Report: Dave Brenner presented the Financial Report for April (attached) and a monthly progress budget report for Commission review. Andrew made a motion to accept the Treasurer's report, Brandon seconded, all were in favor.

Insurance policy discussion – less than a 5% increase in annual premium. Currently a \$500 deductible, consider raising to \$1,000 or \$2,500 deductible. Scott made a motion to keep deductible at \$500, Brandon seconded, all were in favor.

Tax Collector's Report: Curt Nass provided tax collector's report. No change in delinquent taxes report. Curt will reach out to #2 on delinquent list to work out a payment plan. Curt filed AARPA status report by end of April.

Old Business/President's Report/Correspondence:

- Street repaving, no information regarding start date.
- Town Hall renovations/Park Improvements; floor has been refinished and June meeting will be held in Old Town Hall. Fence tune up was completed in the park. Will proceed with mulch in park if bid is under \$4,000 from Penny Hill Landscaping; still waiting for written bid.
- Update next month from Ross Logan on status of cameras
- Historic Marker Dedication - Brandon contacted Lenape nation representative and left a message and sent email, waiting for response
- ARPA advertising contract going well and shop owners meeting is May 9, 2022.
- Lamp posts on Brandywine Blvd., still working with Delmarva Power exploring possibility for Bellefonte to purchase lamp posts from Delmarva; Seth reviewing contract \$833 for each lamp post)
- Dave submitted annual storm-water update
- Dave submitted Census report regarding employees

Public Comments: None

New Business:

- Scott presented the 2022-2023 fiscal year budget and fee schedule; Andrew made a motion to pass the 2022-2023 budget, Elisa seconded, all were in favor.
- Scott made a motion to pass tax rate schedule and stipend schedule, Ross seconded, all were in favor.
- Election, Andrew and Ross and Brandon terms are expiring in June 2022; but only Curt Nass for Treasurer/Tax Collector registered; so BOE reports election is officially cancelled
- The second ARPA appropriation is coming in June

May 2022 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,639.05
Delmarva Power	Town Hall Gas & Electric	\$255.62
Delmarva Power	Town Hall Gas	\$73.23
Comcast	Phone & internet service (New Contract)	Recommend \$200.00
GFL Environmental	Monthly trash/recycling - March	\$10,851.00
Parkowski, Guerke, & Swayze	Inv - legal services	\$20.00
New Castle County	Sewer Service	\$76.97
Will Marlo	Town Hall Painting	\$300.00
Will Merlo	Town Hall Cleaning	\$60.00
IAI Delaware	Annual Insurance renewal	\$8,870.00
Penny Hill Landscaping	April Service	\$750.75
Scott MacKenzie	Reimbursement for town hall carpet (Empire)	\$1,400.00
Scott MacKenzie	April meeting food	\$50.00
Scott MacKenzie	Reimb misc renovation equip & supplies	\$386.17
Andrew Geroski	Design & production of new logo	\$875.00
Rhino Fencing	Fence repair - Bellefonte Park	\$925.00
Suez Delaware Water	Water service	\$20.00
ARPA payments		
INCdellini LLC	June payment	\$3,000.00
INCdellini LLC	Monthly marketing program payment (April)	\$4,998.00

*No bill

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

Announcements:

- Next Planning Commission/Zoning Review Board meets on every Monday at 7 pm when they have an application. Planning Commission Meeting on June 6, 2022 at 7 pm
- Next Town of Bellefonte Commission meeting, June 13, 2022, at 7 pm
- A motion to adjourn the meeting was made at 8:47 pm without objection

Submitted by:

Signature copy on file at Town Hall

6/13/22

Andrew Ritchie

Approved:

5/9/2022

Town of Bellefonte Monthly Treasurers Report

April 2022

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	ARPA Account (693)	Total of Town Accounts	April 2021
Balance 4/1/2022	\$105,045.31	\$5.00	\$217,325.64	\$18,637.46	\$341,013.41	\$303,316.09
Receipts						
Town Taxes	\$1,437.82				\$1,437.82	
Property Transfer Tax			\$16,257.00		\$16,257.00	
Other (Return of Reimbursement)	\$39.99					
Total Receipts	\$1,477.81	\$0.00	\$16,257.00	\$0.00	\$17,734.81	
Disbursements						
GFL - Trash Collection			\$10,868.50		\$10,868.50	
Comcast Cable (Bal)					\$0.00	
Delmarva - TH Gas & Electric	\$362.74	Online			\$362.74	
Delmarva - Annex Gas	\$30.66	Online			\$30.66	
Delmarva - Town Street Lights	\$1,632.03	Online			\$1,632.03	
Suez Water	\$40.00				\$40.00	
Reimburse - S.MacKenzie - Town Hall Equipment	\$1,215.05				\$1,215.05	
Steve Kimmel - Opening Fire-Proof File	\$400.00				\$400.00	
Will Merlo-Maintenance & TH Painting	\$60.00				\$60.00	
Penny Hill Landscaping	\$750.75				\$750.75	
EcoPlastics - Park Benches, etc	\$2,485.00				\$2,485.00	
Barbacane, et al	\$800.00				\$0.00	
Reimbursement to David Brenner for Ink Cartridges	\$46.98				\$46.98	
Trophy Shop - ADA Signs and Historic Sign	\$2,350.00				\$2,350.00	
Curt Nass - Town Hall Hardware	\$49.91				\$49.91	
Andrew Geroski				\$200.00	\$200.00	
Total Disbursements	\$10,223.12	\$0.00	\$10,868.50	\$200.00	\$21,291.62	
Ending Balance 4/30/2022	\$96,300.00	\$5.00	\$222,714.14	\$18,437.46	\$337,456.60	\$285,471.59

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

April Properties: 506 Marion
1112 Wynnbrook
1114 Talley