

Town of Bellefonte, Delaware

Town Meeting Minutes, August 8, 2022

Attending: Elisa King, Ross Logan, Scott MacKenzie, and Treasurer/Tax Collector Curt Nass

Absent: Brandon Dougherty and Andrew Ritchie

Call to Order/Welcome – Meeting was called to order at 7:05 pm.

Minutes to the Previous Meeting -

June 13, 2022 Minutes – Elisa made a motion to waive the reading of the minutes and to approve them as distributed, seconded by Ross 2nd, all in favor.

July 11, 2022 Minutes – Ross made a motion to waive the reading and to approve as them as distributed, seconded by Elisa, and all were in favor.

Special Guests/Public Comments

NCC Councilman John Cartier presented the Property Maintenance Code enforcement report and the NCC Police report of calls in Bellefonte for July.

Aware that Bellefonte is reviewing its Land Use Code, John spoke about the County's approach to residents having chickens 10 years ago. That effort failed when put to a vote.

Cartier reported that the new Claymont Commuter Center is scheduled to open in Spring 2023. John also spoke about the increase in violent crime in the Claymont area, and said that county is very concerned.

Committee Reports:

- Board of Adjustments – no activity to report
- Planning Commission/Zoning Review Board – PC committee member Jim Paradise attended and reported that the Planning Commission had deadlocked on the issue of chickens. Scott asked Kathy to take another vote before moving on and that the issue could be referred to the Town Solicitor for advice.

Treasurer's Report – Curt presented the Financial Reports to the Commission. There being no questions, Scott motioned to approve the report as presented, seconded by Elisa, and the vote was unanimous.

Tax Collector's Report – Curt presented the list of current delinquent taxpayers. Two delinquent accounts over \$1,000 were referred to Town Solicitor for follow-up.

Old Business:

- Street Repaving Status Update – replacement of catch basins and aprons continues throughout town and we expect road resurfacing to be the final improvement. All communication by contractor is directly with residents and the Town has not been notified of anything.
- Town Property improvements - update on any recent renovations, parking lot relining, etc. Update on State grant money – Scott continues to try to find a contractor to do work. Scott reported that Debra Heffernan had gotten an additional \$50,000 from the State Capital Improvement Fund to install a lift connecting the first and second floors, and also to purchase the lampposts from Delmarva Power.
- Security Surveillance System – Update – a Ring burglary system was purchased. This system allows smoke/fire detection to be added.
- ARPA advertising/marketing contract update – Gaby Indellini is working to install a sign at the corner of St. Helenas'. No other activity to report.
- Annexation Committee – Update – Received guidance from Town Solicitor. Scott will report after he has reviewed the guidance.
- Lamppost Acquisition – As of August 1, the Town now owns the lampposts on Brandywine Boulevard. A discussion took place about stringing lights and holiday decorations, but no decisions were made.

New Business:

- Town Picnic – Elisa King gave an update on Bellefonte Day/Town Picnic, scheduled for October 8. Scott said that he had reached out and the BHFC had already scheduled their Open House for October 1, but had offered an engine and info table for Bellefonte Day. Elisa said that she had made arrangements with Sherm’s for boxed lunches for \$2,737, Diamond Swing Trio for \$300, and Ice Cream Shoppe for \$400. She also scheduled a facepainter for \$200.
- Beautification – Discussion about holiday decorations for Brandywine Blvd. (no appropriations at this time) Scott said he would get an estimate from the electrician to hand Edison lights.
- Business Development – a discussion was held regarding getting business development money for additional businesses on Brandywine Blvd. Elisa will try to schedule a meeting with John Cartier about partnering with New Castle County.

Payment of the Bills – Scott read the following bills for payment:

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,661.50
Delmarva Power	Town Hall	\$62.30
Delmarva Power	Town Hall Annex	\$169.07
Comcast	Phone & internet service (overdue)	\$215.93
GFL Environmental	Monthly trash/recycling – August	\$10,851.00
Parkowski, Guerke, et al	July legal services	\$20.00
Will Merlo	Town Hall Cleaning	\$100.00
Penny Hill Landscaping	July Service	\$750.75
Veolia Water Delaware	July water (overdue \$17.71)	\$Up to \$40.00
New Castle County	Quarterly Sewer	\$76.97
Sherm’s Catering	Bellefonte Day catering	\$2,773.75
DE League of Local Government	Annual dues	\$840.00
Scott MacKenzie	Reimbursement for postage (FOIA)	\$14.88
Scott MacKenzie	Reimbursement copier paper (36.99), Ring alarm system (199.99), keyless lock for front door (\$35.00)	\$271.98
Scott MacKenzie	July meeting food	\$43.00
ARPA payments		
INCdellini LLC	September payment – digital marketing	\$3,355.00

Elisa made a motion to pay the bills as read, Ross seconded, all were in favor.

Correspondence: Via SUPS from EVONIK, Chester PA – Notification of potential downstream spill.

Announcements:

The Planning Commission monthly meeting Tuesday Sept 6, at 7 pm.

The Monthly Town Commission Meeting will be held on Monday, September 12, at 7 pm.

Adjournment: Scott adjourned the meeting at 9:27 pm without objection.

Submitted by:

Approved:

Scott MacKenzie

_____ 9-13-22 _____

Town of Bellefonte
Monthly Treasurers Report
July 2022

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	ARPA Account (693)	Total of Town Accounts	July 2021
Balance 7/1/2022	<u>\$64,171.31</u>	<u>\$5.00</u>	<u>\$209,528.09</u>	<u>\$119,037.38</u>	<u>\$392,741.78</u>	<u>\$377,431.44</u>
Receipts						
Property Transfer Tax			\$9,097.50		\$9,097.50	
Town Taxes	\$391.43				\$391.43	
Total Receipts	<u>\$391.43</u>	<u>\$0.00</u>	<u>\$9,097.50</u>	<u>\$0.00</u>	<u>\$9,488.93</u>	<u>\$15,820.74</u>
Disbursements						
GFL - Trash Collection			\$10,851.00		\$10,851.00	
DP&L Street Lights	\$16,358.00				\$16,358.00	
Delmarva - TH Gas & Electric	\$181.96	Online			\$181.96	
Delmarva - Annex Gas	\$62.30	Online			\$62.30	
Delmarva - Town Street Lights	\$1,661.28	Online			\$1,661.28	
Penny Hill Landscaping	\$1,070.75				\$1,070.75	
Reimburse - S.MacKenzie - TH Equipment/Food	\$911.24				\$911.24	
Anderson&Catania Town Bonding	\$510.00				\$510.00	
Park Sign	\$403.00				\$403.00	
Ross Logan, Commissioner Stipend	\$323.22				\$323.22	
Tax Bill Expenses	\$264.89				\$264.89	
Comcast Cable (Bal)	\$231.96				\$231.96	
Will Merlo-Maintenance	\$200.00				\$200.00	
Parkowski, Guerke, & Swayze	\$60.00				\$60.00	
Bank Analysis Fees	\$11.66				\$11.66	
INCdellini, LLC				\$4,608.30	\$4,608.30	
Banner Design/ARPA				\$975.00	\$975.00	
Total Disbursements	<u>\$22,250.26</u>	<u>\$0.00</u>	<u>\$10,851.00</u>	<u>\$5,583.30</u>	<u>\$38,684.56</u>	<u>\$31,855.82</u>
Ending Balance 7/31/2022	<u>\$42,312.48</u>	<u>\$5.00</u>	<u>\$207,774.59</u>	<u>\$113,454.08</u>	<u>\$363,546.15</u>	<u>\$361,396.36</u>

July Properties: 1111 Rosedale
408 Marion

Curt A. Nass, Treasurer/Tax Collector