

Town of Bellefonte  
**Town Meeting Minutes, September 10, 2022**

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

**Not attending:** None

**Call to Order:** The meeting was called to order at 7:00 pm

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

**Special Guests and Public Comment:** Special guest John Cartier. Councilman Cartier submitted the county crime report and code enforcement report.

**Board of Adjustments:** No report

**Planning Commission:** Report from Kathy McDonough. Approved one application. Final changes incorporated into final plan. Will hold public hearing prior to October meeting if Commission has document in hand.

**Treasurer's Report:** Curt Nass presented the Financial Report for August (attached) and a monthly progress budget report for Commission review. Scott made a motion to accept the Treasurer's report, Elisa seconded, all were in favor. Final audit report loaded on the website.

**Tax Collector's Report:** Curt Nass provided tax collector's report. Three (3) munitions were served.

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

- Street repaving, work is proceeding on Melrose and Grandview
- Town Hall renovations; upper classroom issue with roof; parking lot to be relined in October
- Security system; no update
- ARPA advertising; no update
- Annexation committee; Jim Paradise will chair the committee. Ed Mulvihill from Phillips Heights and a volunteer from Riverside Gardens. Meeting to be held on 9/24.
- Lamp posts on Brandywine Blvd.; no report
- Town picnic on 10/8; lunch boxes provided by Sherm's catering. Rita's to provide water ice. Bellefonte Cafe to provide pastries. Postcards will be mailed by end of the week. Brandon will obtain cans of soda. Kids activity is a possibility (bounce house). There will be music in the gazebo. Coupons will be considered.
- Holiday decorations; consideration of up to \$5,000 for purchase and installation of Edison lights for Brandywine Blvd., Elisa seconded, all were in favor.

**Public Comments:** None

**New Business:**

- Snowplowing contract; recommend to obtain an updated bid from current contractor
- Business development; Elisa investigating possibilities; Elisa to obtain information regarding downtown redevelopment program funding resource opportunities.

**September 2022 Bills**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Delmarva Power	Streetlights	\$1,249.75
Delmarva Power	Town Hall	\$58.24
Delmarva Power	Town Hall Annex	\$189.78
Comcast	Phone & internet service (overdue)	\$193.71

GFL Environmental	Monthly trash/recycling – September	\$10,851.00
Parkowski, Guerke, et al	August legal services	\$1,153.00
Will Merlo	Town Hall Cleaning	\$100.00
Penny Hill Landscaping	July Service	\$750.75
Advanced Paving Services	Coating and relining town parking lot	(HOLD) \$2,395.00
Delaware League of Local Govt	Annual dues	\$840.00
Gretchen Reeder	Bellefonte Day music (Diamond Swing)	(HOLD) \$300.00
Bellefonte Café	Bellefonte Day Coffee and Danish	(HOLD) \$400.00
Rita’s Water Ice	Bellefonte Day water ice	(HOLD) Up to \$500.00
Scott MacKenzie	Reimb. August meeting food	\$36.00
US Treasury	Taxes on stipends	\$1,105.43
<b><u>ARPA payments</u></b>		
INCdellini LLC	October payment – digital marketing	(HOLD) \$3,355.00
*no bill		

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

**Correspondence:**

- USPS from Selective Insurance – rebate check of \$113.19
- USPS from DelDOT – ADA survey (Scott responded)

**Announcements:**

- Next Planning Commission/Zoning Review Board meets every Monday at 7 pm when they have an application. Planning Commission Meeting on October 3, 2022, at 7 pm
- Next Town of Bellefonte Commission meeting, October 10, 2022, at 7 pm
- A motion to adjourn the meeting was made at 8:51 pm without objection

Submitted by:

\_\_\_\_\_  
Andrew Ritchie

\_\_\_\_\_  
10/10/22  
Approved:

**Town of Bellefonte**  
**Monthly Treasurers Report**  
**August 2022**

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	ARPA Account (693)	Total of Town Accounts	August 2021
<b>Balance 8/1/2022</b>	\$42,312.48	\$5.00	\$207,774.59	\$113,454.08	\$363,546.15	\$361,396.36
<b>Receipts</b>						
Property Transfer Tax			\$15,420.00		\$15,420.00	
Town Taxes	\$24,619.17				\$24,619.17	
Equipment Refund	\$231.00				\$231.00	
Energy Credits	\$92.90				\$92.90	
<b>Total Receipts</b>	\$24,943.07	\$0.00	\$15,420.00	\$0.00	\$40,363.07	\$44,790.82
<b>Disbursements</b>						
GFL - Trash Collection			\$10,851.00		\$10,851.00	
Delmarva - Town Street Lights	\$1,661.50	Online			\$1,661.50	
Delmarva - TH Gas & Electric	\$169.07	Online			\$169.07	
Delmarva - Annex Gas	\$62.30	Online			\$62.30	
Comcast Cable	\$215.93	Online			\$215.93	
Town Picnic (Sherms)	\$2,773.75				\$2,773.75	
DE League of Local Gov't	\$840.00				\$840.00	
Penny Hill Landscaping	\$750.75				\$750.75	
Reimburse - S.MacKenzie - TH Equipment/Food	\$329.86				\$329.86	
Will Merlo-Maintenance	\$100.00				\$100.00	
NC County (Sewer)	\$76.97				\$76.97	
Veolia (water)	\$40.00				\$40.00	
Parkowski, Guerke, & Swayze	\$20.00				\$20.00	
Bank Analysis Fees	\$14.92				\$14.92	
INCdellini, LLC				\$7,410.00	\$7,410.00	
Banner Design/ARPA				\$456.00	\$456.00	
<b>Total Disbursements</b>	\$7,055.05	\$0.00	\$10,851.00	\$7,866.00	\$25,772.05	\$59,142.53
<b>Ending Balance 8/31/2022</b>	\$60,200.50	\$5.00	\$212,343.59	\$105,588.08	\$378,137.17	\$347,044.65

August Properties: 1009 Elizabeth  
800 Euclid  
700 Prospect  
604 Brandywine

Curt A. Nass, Treasurer/Tax Collector