

Town of Bellefonte

Town Meeting Minutes, November 14, 2022

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

Not attending: Ross Logan

Call to Order: The meeting was called to order at 7:05 pm

Minutes to the Previous Meeting: Brandon made a motion to waive the reading of the October 10, 2022, meeting minutes and to approve as distributed; Elisa seconded, all were in favor.

Special Guests and Public Comment: Special guest New Castle County Representative John Cartier submitted the NCC crime report and code enforcement report. Councilman Cartier made an announcement regarding the Neighbor Improvement District program. Also, Brandywine Hundred Fire Company held their first fire company banquet in several years. The NCC annual holiday open house at Rockwood Park is a free, family friendly event which will be held on 12/2. The annual Claymont Christmas Parade will be held on 12/3 beginning at 10 am. The Bellefonte Holiday event is scheduled for 12/2.

Board of Adjustments: No activity

Planning Commission: Report from Kathy MacDonough. No new applications.

Treasurer's Report: Curt Nass presented the Financial Report for October (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.

Tax Collector's Report: Curt Nass provided tax collector's report. All munitions have been satisfied. Curt will contact number 2.

Old Business/President's Report/Correspondence:

- Street repaving, paving work is expected to proceed soon.
- Holiday decorations
- Parking lot coated and eight (8) parking spaces lined. Contractor must come back as cars were parked in lot and contractor unable to complete.
- Scott made a motion for up to \$500 for ARPA advertising and mailing of a coupon and flyer; Brandon seconded, all were in favor.
- Annexation, will look in to supplying dumpsters to businesses

Public Comments: None

New Business:

- Resolution to read Ordinance 2022-02 in title only, slight clarification of 2015-02. Brandon made motion, Elisa seconded, all were in favor. Ordinance 2022-02 Annexation, Elisa made motion for first reading, Brandon seconded, all in favor. Brandon made a motion for second reading of 2022-02, Elisa seconded, all were in favor.
- Andrew made a motion to approve Ordinance 2022-02, Elisa seconded, all were in favor.
- Resolution to 2022-03 Annexation Committee, authorizing creation of the Annexation Committee and giving them a budget., Brandon made a motion to read in title only, Elisa seconded. Elisa made a motion to approve Ordinance 2022-03, Annexation Committee, Brandon seconded, all were in favor.
- Andrew made a motion to spend up to \$16,000 for installation of permanent light installation on Brandywine Blvd., Brandon seconded, all were in favor.
- Scott made a motion for approval up to \$250 for gift cards from Bellefonte businesses as donation for BFC fundraiser, Elisa seconded, all were in favor.

November 2022 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,252.32
Delmarva Power	Town Hall	\$66.09
Delmarva Power	Town Hall Annex	\$91.02
Comcast	Phone & internet service	\$203.25
GFL Environmental	Monthly trash/recycling – Oct	\$10,851.00
Parkowski, Guerke, et al	September/October legal services	\$917.45
Will Merlo	Town Hall Cleaning	\$100.00
Penny Hill Landscaping	November Service	\$750.75
Veolia Suez Delaware	October water	\$31.31
New Castle Co	Q4 Sewer bill	\$76.97
Scott MacKenzie	Reimb Home Depot wreaths & Garlands	\$2,339.28
Scott MacKenzie	Reimb. Walmart ornaments	\$197.02
Scott MacKenzie	Reimb. Brother laserprinter	\$30.00
Scott MacKenzie	Reimb. Gift cards for BHFC auction	\$254.98
Scott MacKenzie	Reim. USPS FOIA response mailing	\$2.88
Scott MacKenzie	Reimb. Amazon – lamppost bows	\$107.96
Scott MacKenzie	Reimb. Amazon – date stamp	\$15.95
Scott MacKenzie	Reimb. – October meeting food	\$45.00
Gretchen Reeder	Diamond Swing Jazz Holiday Event	(HOLD till 12/2) \$300.00
US Treasury	Q3 taxes	\$53.55
Stripe-A-Lot	Town parking lot seal coating	\$1,895.00
<u>ARPA payments</u>		
INCdellini LLC	November payment – digital marketing	\$3,700.79
Bellefonte Arts	Coupon reimbursement	\$10.00

Andrew 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, 7 pm;
- Holiday event will be held on December 2, 2022, at 6 pm
- Next Annexation working group meeting at December 5, 2022, at 7 pm.
- Next Town of Bellefonte Commission meeting, December 12, 2022, at 7 pm, annexation public hearing at 6 pm
- A motion to adjourn the meeting was made at 9:40 pm without objection

Submitted by:

Andrew Ritchie

12-12-22
Approved:

Town of Bellefonte Monthly Treasurers Report October 2022

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	ARPA Account (693)	Total of Town Accounts	Oct 2021
Balance 10/1/2022	\$161,350.98	\$9,818.18	\$207,824.09	\$105,588.08	\$484,581.33	\$403,620.32
Receipts						
Town Taxes	\$10,401.97				\$10,401.97	
Property Transfer Tax			\$4,500.00		\$4,500.00	
Insurance Refund	\$0.00				\$0.00	
Total Receipts	\$10,401.97	\$0.00	\$4,500.00	\$0.00	\$14,901.97	\$18,936.08
Disbursements						
GFL - Trash Collection			\$10,896.00		\$10,896.00	
Delmarva - Town Street Lights	\$1,247.89	Online			\$1,247.89	
Delmarva - TH Gas & Electric	\$146.47	Online			\$146.47	
Delmarva - Annex Gas	\$60.41	Online			\$60.41	
Comcast Cable	\$187.52	Online			\$187.52	
Veolia Water	\$43.40	Online			\$43.40	
Penny Hill Landscaping	\$750.75				\$750.75	
HVAC Repairs	\$432.88				\$432.88	
Reimburse - S.MacKenzie - TH Equipment/Food	\$511.51				\$511.51	
Reimburse - D.Brenner - Supplies	\$16.94				\$16.94	
Reimburse - J.Paradise - Gate Repair	\$48.71				\$48.71	
Will Merlo-Maintenance	\$180.00				\$180.00	
Town Picnic	\$1,355.91				\$1,355.91	
Insurance	\$75.00				\$75.00	
Parkowski, Guerke, & Swayze	\$540.00				\$540.00	
Bank Analysis Fees	\$71.26				\$71.26	
INCdellini, LLC				\$3,700.79	\$3,700.79	
Total Disbursements	\$4,420.76	\$1,247.89	\$10,896.00	\$3,700.79	\$20,265.44	\$25,431.46
Ending Balance 10/31/2022	\$167,332.19	\$8,570.29	\$201,428.09	\$101,887.29	\$479,217.86	\$397,124.94

October Properties: 407 Marion

Curt A. Nass, Treasurer/Tax Collector