

Town of Bellefonte, Delaware
Town Meeting Minutes, March 13, 2023

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

Absent: Andrew Ritchie

Call to Order: The meeting was called to order at 7:02pm

Minutes to the Previous Meeting: Motion made by Brandon to approve the minutes as distributed, and waive the reading of the minutes. Seconded by Ross. Motion passes, all in favor.

Special Guests and Public Comment: Special guest New Castle County District 8 Representative John Cartier submits the County Code Enforcement report, as well as the NCC Crime Report. County is expecting to 'hold the line' on taxes, with no tax or sewer fee increase.

Board of Adjustments: Nothing to report.

Planning Commission: 2 applications, both approved. One was a refurbishment of a small vestibule on Rosedale Avenue, and the other was a deck to be built on an existing concrete pad within the same footprint.

Had a public hearing today (3/13/2023) at 6pm about zoning changes to parking in RMX 1. Next meeting is at 6pm on 4/10/2023.

Kathy reported that a Bellefonte resident was hit on Philadelphia Pike recently - Scott asked for unanimous consent to ask our state rep to contact DelDot to see about re-opening traffic calming plan on Philadelphia Pike. All were in favor.

Annexation Committee: Jim Paradise presented a report based on a survey from the previous annexation meeting. Jim also received a petition from Michael Krawczuk containing signature of residents in the affected annexation areas. None of the areas received "No" votes from >50% of the properties.

Scott made a motion to approve the 'Executive Summary' of the Annex Committee from the report on the website tomorrow. Seconded by Brandon. Motion passes, all in favor.

Dave makes a motion to postpone vote on annexation until the April meeting. Seconded by Ross. Motion passes, all in favor.

Review for the updated map that was submitted to the state showing the zoning of the proposed areas of annexation is on 3/27/2023.

Treasurer's/Tax Collectors Report: Curt Nass presented the financial report for February. Brandon made a motion to approve the Treasurer's Report. Seconded by Dave. Motion passes, all in favor.

Old Business / President's Report / Correspondence:

- **Town Property Improvements:** Contractor that we were going to use for the lift from the Annex area to the main floor withdrew from the project. Scott is attempting to find out who did the ADA bathrooms in the annex to see if we can get a proposal from them.
- **Town Security System update:** new camera is in the security system closet waiting for a good day for us to put it up. Short discussion on smoke/fire alarm system - needs to be hardwired in.
- **ARPA Report:** Elisa King presented a report outlining what has been done so far on the marketing project.
- **Correspondence:** A copy of the petition that Michael Krawczuk submitted in regards to the annexation plan was received by the town.

Public Comments: N/A

New Business:

- **Summer Concerts:** Brandon set up concerts for June, July, and August. Brandon makes a motion to approve up to \$2,000 for the Summer Concert Series. Seconded by Scott. Motion passes, all in favor.
- **Community Cleanup Day / Earth Day:** No bid from GFL yet. No promise this will actually happen, but Scott is trying to arrange a special pickup for large items. Scott makes a motion to approve up to \$5,000 for a special pickup from GFL. Seconded by Ross. Motion passes, all in favor.
- **Business Development:** Discussion about a reimbursement program for facade improvements for businesses. Kathy mentioned that people have called her who were asking if the town had a business development grant program. Scott is putting together a proposal for a grant program for next meeting.
- **Town Hall Exterior:** Proposal from Penny Hill is up >40% from current contract. Scott asked them to remove the item for new plantings, and that brought the contract down close to where it was. Saves ~\$2,500 from the contract. Revised bid is ~\$7,510. There are other options for flowers - perennials that don't need to be replaced every year, donations, etc. Motion made by Dave to approve revised proposal from Penny Hill. Seconded by Brandon. Motion passes, all in favor.

March 2023 Bills:

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,276.96
Delmarva Power	Town Hall	\$367.22
Delmarva Power	Town Hall Annex	\$125.65
Comcast	Phone & Internet Service	\$205.95
GFL Environmental	Monthly trash/recycling - February	\$11,176.26
Parkowski, Guerke, et al	February legal services - Inv 44	\$184.00
Barbacane Thornton	Audit progress payment - Inv. 48773	\$1,087.50
Barbacane Thornton	Audit progress payment - Inv 48774	\$543.75
Barbacane Thornton	Inv 48681	\$335.00
Will Merlo	Town Hall Cleaning, February	\$100.00
Liarokos LLC	Refund of double tax payment	\$405.00
Veolia Suez Delaware	March water service	\$19.92
Artisan Electric	Repair of LED Edison Lights at Bellefonte Cafe	up to \$300.00
Scott MacKenzie	February meeting food	\$50.00

Scott MacKenzie	Reimb. Amazon nameplate for Mr. Brenner.	\$10.98
Ross Logan	Reimb. Hostmonster website hosting fee.	\$239.88
Penny Hill Landscaping	First payment on new contract	\$834.41
ARPA Paments		
Cultivate Forward	March contract payment	\$5,158.33

Scott made a motion to approve and pay the bills, seconded by Dave. Motion passes, all in favor.

Correspondence:

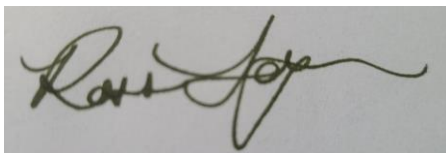
- Via USMail – Petition from Michael Krawczuk against Annexation
- Via USMail – From Gannett, affidavit of publication Public Hearing
- Via Email – Mosquito Spraying Contract from DNREC

Announcements:

- April 3 2023 - Planning Commission meeting
- April 5 2023 - Annexation Committee
- April 10 2023, 6pm / 7pm - Planning Commission hearing and Town Meeting
- April 22 2023 - Earth Day

Meeting adjourned without objection at 8:48PM

Submitted by:



_____4-10-23_____

Ross Logan

Approved:

3/13/2023

Town of Bellefonte Monthly Treasurers Report February 2023

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	Feb 2022
Balance 02/01/2023	<u>\$152,541.94</u>	<u>\$4,811.49</u>	<u>\$168,898.59</u>	<u>\$0.00</u>	<u>\$83,901.81</u>	<u>\$410,153.83</u>	<u>\$380,997.17</u>
Receipts							
Franchise Fees (Comcast)	\$5,849.97					\$5,849.97	
Property Transfer Tax			\$11,347.50			\$11,347.50	
Transfer to TD Bank CD				\$80,000.00		\$80,000.00	
Energy Credits	\$92.90					\$92.90	
Total Receipts	<u>\$5,942.87</u>	<u>\$0.00</u>	<u>\$11,347.50</u>	<u>\$80,000.00</u>	<u>\$0.00</u>	<u>\$97,290.37</u>	<u>\$17,428.09</u>
Disbursements							
GFL - Trash Collection			\$11,501.52			\$11,501.52	
Artisan Elec./Decorative Lights						\$0.00	
Delmarva - Town Street Lights		Online \$1,274.88				\$1,274.88	
Delmarva - TH Gas & Electric	\$642.24	Online				\$642.24	
Delmarva - Annex Gas	\$358.77	Online				\$358.77	
Comcast Cable	\$221.75	Online				\$221.75	
Reimburse - S.MacKenzie - TH Equipment/Food	\$289.84					\$289.84	
New Castle County Sewer Bill	\$20.25					\$20.25	
Reimburse - C.Nass for News Journal Payment	\$121.92					\$121.92	
Will Merlo-Maintenance	\$800.00					\$800.00	
Univ. of Delaware Annexation Map	\$450.00					\$450.00	
Snow Plowing/Salting	\$880.00					\$880.00	
Gary Saxton for Town Hall Repairs	\$1,660.00					\$1,660.00	
Transfer to TD Bank CD			\$80,000.00			\$80,000.00	
Cultivate Forward					\$5,158.33	\$5,158.33	
\$5 Coupon Reimbursement					\$250.00	\$250.00	
Total Disbursements	<u>\$5,444.77</u>	<u>\$1,274.88</u>	<u>\$91,501.52</u>	<u>\$0.00</u>	<u>\$5,408.33</u>	<u>\$103,629.50</u>	<u>\$29,616.20</u>
Ending Balance 02/28/2023	<u>\$153,040.04</u>	<u>\$3,536.61</u>	<u>\$88,744.57</u>	<u>\$80,000.00</u>	<u>\$78,493.48</u>	<u>\$403,814.70</u>	<u>\$368,809.06</u>

February Properties: 602 Brandywine
1207 Rosedale
1109 Prospect

Curt A. Nass, Treasurer/Tax Collector