

Town of Bellefonte Delaware
Town Commission Meeting, August 14, 2023

Attendees: Scot MacKenzie, Ross Logan, Brandon Dougherty, and Treasurer Curt Nass

Absent: Logan Ritchie and Andrew Ritchie

Call To Order: Scott called the meeting to order at 7 pm and welcomed attendees.

Minutes to the Meeting - Ross made a motion to approve the minutes to the meeting from July. Seconded by Scott. All were in favor.

Special Guests and Public Comment:

- NCC Councilman John Cartier attended and submitted the NCC Police and Property Maintenance Reports. Discussed Edgemoor Site. Updated us on the tire dumping issue. John reported that our assigned community policing officer is on Guard duty until October, but that other officers are covering his territory in the meanwhile.
- Montrose Apartments resident Lauren Jumps attended to report two incidents of damage to her and her husband's vehicle while parked in the Town parking lot. Treasurer Curt Nass will contact our insurance carrier and will share that info with Ms. Jumps. Scott will contact our landscaping contractor about a tree cleanup around the parking lot. Scott will also contact Police about the abandoned van that has been parked in the lot for many weeks.

Board of Adjustment: Brian Donovan and Rich Mulhern reported no Activity

Planning Commission: Jim Paradise reported that the Planning Commission had voted to name him Interim PC Chair to take over for KathyMacDonough who is having health challenges. The Planning Commission members agreed to suspend all work on the revision of the Land Use Code and will focus solely on the functions of Zoning Review Board for the time being.

Treasurer's Report: Curt presented the Financial Reports for the period ending July 31(attached) and a monthly progress budget report for Commission review. Scott made a motion to forward the names of two homeowners who are delinquent more than \$1,000 to the town solicitor for action with munitions for payment, Brandon seconded. Motion passed. Scott made a motion for approval of the Treasurers Report. Ross seconded. The motion carried all approved.

Old Business/President's Report:

- Scott discussed property improvements for the stairwell. Scott asked for a motion for approval up an \$40,000 for potential bids for smoke/fire detection and emergency lighting for compliance of Fire Marshal Code. Scott made a motion for an additional \$40K for compliance of Fire detectors and lights accordingly. Brandon seconded the motion. All in favor. Scott has one bid but will try to get a lower bid.
- Scott will contact Penny Hill regarding clean up of the parking lot relating to the trees and debris.
- ARPA/Advertising/Marketing: Contract; Boulevard for beautification. Frank Holodick was the only business so far to apply for Beautification grant. Scott will ask Elisa to email business owners again.
- Summer concert series in the park is being better attended. Skinner and Spadola played August 11 and we had about 25 people. Next concert is September 8th, 2023: Jaime Parker, 6:30 pm.

Correspondence:

- Via U.S. Mail: Thank you note from Valerie White (Bellefonte Arts Festival);
- Via Email: Casella is our new trash hauler who bought GFL;
- Via U.S. Mail: A check from a lawyer firm for \$60.25 was returned for overpayment.
- Via Email: Annual questionnaire from the State Office of Planning. Questionnaire completed by Jim Paradise and returned to SOP.

New Business

- Discussion was about updates regarding food for Bellefonte Day. The date is September 30th, 2023. Diamond Swing has been scheduled for music.
- New Services – Scott will look into street cleaning and storm drain cleaning.
- Contracts – Scott will initiate contract negotiations for Snow Plowing and Trash Collection.

August 2023 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,391.14
Delmarva Power	Town Hall	\$108.64
Delmarva Power	Town Hall Annex gas	\$60.59
GFL Environmental	Monthly trash/recycling – July	\$12,126.06
Parkowski, Guerke, et al	July legal services – Inv 49	\$161.00
Penny Hill Landscaping	Contract payment - August	\$834.41
Gannett Delaware/News Journal	Balance due – public notices (revised town map)	\$66.60
Selective Insurance	Late fee	\$20.00
Comcast	Phone & Internet service – July (due 8/1)	\$225.82
Comcast	Phone & Internet service – August	Up to \$230.00
Veolia Suez Delaware	August water (Credit balance .81)	Up to \$30.00
New Castle Co	3 rd Quarter Sewer	\$20.25
Barbacane Thornton	Outstanding invoices for annual audit	\$4,458.75
Will Merlo	Town Hall Cleaning	\$100.00
Will Merlo	Repair of boulevard LED lights	\$300.00
Brandon Dougherty	July meeting food	\$33.07
Brandon Dougherty Reimb	Water ice for 2 concerts	\$100.00
Scott MacKenzie Reimb	5 cases (40 ct) snack foods Amazon	\$76.50
Scott MacKenzie	Placard for Logan Ritchie Amazon	\$10.88
Curt Nass Reimb	Tax bill mailing expenses	\$76.16
James Spadola	August 11 concert	\$350.00 (paid)
Gretchen Reeder	Bellefonte Day music	\$300.00 (HOLD)
ARPA payments		
Cultivate Forward	August contract payment	\$5,158.33
Town of Bellefonte	Reimbursement for mistaken disbursement	\$923.50

Scott made a motion to approve the bills as read, seconded by Ross, and all approved.

Announcements

- Next Planning Commission Zoning Review Board meets every Monday at 7pm or when they have an application. Monthly meetings are being suspended.
- Next Town of Bellefonte Commission Meeting, September 11th, 2023, 7 pm

Ross made a motion to adjourn the meeting at 8:43 pm, without objection.

Submitted by:

 Brandon Dougherty

_____ 9-11-23 _____
 Date approved

Town of Bellefonte Monthly Treasurers Report July 2023

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	July 2022
Balance 07/01/2023	<u>\$158,303.31</u>	<u>\$982.59</u>	<u>\$61,389.53</u>	<u>\$80,000.00</u>	<u>\$57,860.16</u>	<u>\$358,535.59</u>	<u>\$392,741.78</u>
Receipts							
Property Transfer Tax			\$8,212.62			\$8,212.62	
Town Taxes	\$1,544.68					\$1,544.68	
Total Receipts	<u>\$1,544.68</u>	<u>\$0.00</u>	<u>\$8,212.62</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$9,757.30</u>	<u>\$9,488.93</u>
Disbursements							
GFL - Trash Collection			\$11,176.26			\$11,176.26	
Delmarva - Town Street Lights	\$1,338.12 Online					\$1,338.12	
Delmarva - TH Gas & Electric	\$89.37 Online					\$89.37	
Delmarva - Annex Gas	\$60.59 Online					\$60.59	
Comcast Cable	\$225.82 Online					\$225.82	
Reimburse - S.MacKenzie - TH Equipment/Food	\$50.00					\$50.00	
Stipends							
Elisa King, Commissioner	\$369.40					\$369.40	
DLLG Dues	\$800.00					\$800.00	
US Treasury	\$1,201.05					\$1,201.05	
Penny Hill Landscaping	\$834.41					\$834.41	
Veolia Water	\$36.66					\$36.66	
Will Merlo-Maintenance	\$225.00					\$225.00	
Town Concerts	\$300.00					\$300.00	
Bank Fee	\$29.38					\$29.38	
Cultivate Forward					\$5,158.33	\$5,158.33	
Total Disbursements	<u>\$5,559.80</u>	<u>\$0.00</u>	<u>\$11,176.26</u>	<u>\$0.00</u>	<u>\$5,158.33</u>	<u>\$21,894.39</u>	<u>\$38,684.56</u>
Ending Balance 07/31/2023	<u>\$154,288.19</u>	<u>\$982.59</u>	<u>\$58,425.89</u>	<u>\$80,000.00</u>	<u>\$52,701.83</u>	<u>\$346,398.50</u>	<u>\$363,546.15</u>

July Properties: 807 Melrose
704 Euclid