

Town of Bellefonte, Delaware

Town Meeting Minutes, September 11, 2023

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

Absent: None

Call to Order: The meeting was called to order at 7:05 pm. Scott asked for a moment of silence in observance of 9/11.

Minutes to the Previous Meeting: Andrew made a motion to waive the reading of the August 14, 2023, meeting minutes and to approve as distributed; Brandon seconded, all were in favor.

Special Guests and Public Comment:

- Resident attending their first meeting and expressed concern regarding property on Marion Avenue.
- Resident attending to get to know more about the town and about the landscaping and facade beautification program for business district.
- Scout attending with father to learn about communication and citizenship in the community.
- New Castle County liaison for CORASS (formerly Connections) attended meeting, substance abuse and mental health resource.

Board of Adjustments: No activity.

Planning Commission: No meeting this week, chairperson under the weather, will have meeting next month. No ZRB applications received.

Treasurer's Report: Curt presented the Financial Report for August (attached) and a monthly progress budget report for Commission review. Andrew made a motion to accept the Treasurer's report as presented, Brandon seconded, all were in favor.

Tax Collector's Report: Curt Nass provided tax collector's report.

Old Business/President's Report/Correspondence:

- Town property improvements update, waiting for second bid for emergency lighting for security system, fire suppression systems etc. Construction pending for elevator.
- Town parking lot maintenance update, all branches and brush cleared from parking lot area.
- Summer concert report, last concert was Friday, about seven to ten people attended last concert.
- Bellefonte Day update, Bryan Nye, looking for volunteers. Boy and girl hula dancers will perform at 1 pm, food starts at noon.
- Street cleaning update, placeholder, no activity.
- Waste removal contract update, over one full year on contract, expires in January 2025, new company will keep our contract.

Public Comments:

- Resident inquired about types of businesses that are allowed and not allowed in town business districts. Types of businesses specifically not allowed is contained in the Land Use Code.

New Business:

- Renewal of snow plowing contract, consideration for renewing contract for Jos. Finocchiaro Bros. for up to \$30,000, table and will address at the October meeting.
- ARPA Donation for BHFC, consideration of approving up to \$2000 to the fire company, 2024 is 100th anniversary. Scott made a motion to make donation, Ross seconded, all were in favor. Will make a resolution recognizing 100th anniversary of BHCO and present to representatives of BHFC at the October meeting.
- Emergency repairs discussion, consideration of approving up to \$10,000 for emergency repairs, at the discretion of the President. President will inform Commissioners when a situation arises. Andrew made a motion to approve, Brandon seconded, all were in favor.

September 2023 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,480.02
Delmarva Power	Town Hall	\$161.57
Delmarva Power	Town Hall Annex gas	\$60.59
GFL Environmental	Monthly trash/recycling – July	\$11,651.16
Parkowski, Guerke, et al	August legal services – Inv 50	\$23.00
Penny Hill Landscaping	Contract payment - September	\$834.41
Penny Hill Landscaping	Town parking lot tree trimming and brush removal	\$4,977.78
Larson & Landis Struct. Eng.	Consultation for stairwell modifications	\$1,480.02
Comcast	Phone & Internet service – September	\$225.82
Veolia Suez Delaware	August water	Up to \$30.00
Will Merlo	Town Hall Cleaning - Sept	\$100.00
Scott MacKenzie Reimb	Meta/FB advertising August concert	\$3.99
Scott MacKenzie Reimb	Rita’s Water ice 9/8 concert	\$25.00
Scott MacKenzie Reimb.	Bellefonte Day postcard stamps (Groupon)	\$199.95
Scott MacKenzie Reimb.	Bellefonte Day postcard printing (4over4.com)	\$131.73
Scott MacKenzie Reimb.	August meeting food (Pats)	\$50.00
Scott MacKenzie Reimb	Cable ties (2 bags)	\$13.98
Bryan Nye Reimb	50% deposit Hawaiian dancers for Bellefonte Day	\$256.00
Hawaiian Entertainment & Catering	50% due day of event – Bellefonte Day	\$256.00 (HOLD)
Bryan Nye Reimb	Bellefonte Day Decorations	\$301.69
James Parker	Sept 8 concert	\$250.00 (PAID)
<u>ARPA payments</u>		
Cultivate Forward	September contract payment	\$5,158.33

Correspondence:

- Via USMail – From Paradigm, re: registration of public gathering spots. Scott will complete.
- Via USmail – Check from Recbroker.com LLC for \$92.90 for 2nd QTR. SRECS
- VIA USMail – From Delaware Pipeline Co, survey re: pipeline safety, Scott will complete.
- VIA Email – Delaware Homeland Security grant program, Scott completed and sent back.

Andrew made a motion to pay the bills; Logan seconded, all in favor.

Announcements:

- Next Planning Commission/Zoning Review Board meets on every Monday at 7 pm or when they have an application. monthly meeting on Monday, October 2, 2023, at 7 pm.
- Next Town of Bellefonte Commission meeting, October 9, 2023, at 7 pm.
- A motion to adjourn the meeting was made at 8:19 pm without objection

Submitted by:

Andrew Ritchie

Approved:

09/11/23

Town of Bellefonte
Monthly Treasurers Report
August 2023

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	August 2022
Balance 08/01/2023	\$154,288.19	\$982.59	\$58,425.89	\$80,000.00	\$52,701.83	\$346,398.50	\$363,546.15
Receipts							
Property Transfer Tax			\$12,278.27			\$12,278.27	
Town Taxes	\$29,305.78					\$29,305.78	
MSAF Grant	\$9,899.49					\$9,899.49	
Transfer from ARPA Account	\$923.50				-\$923.50	\$0.00	
Insurance Refund	\$60.25					\$60.25	
Total Receipts	\$40,189.02	\$0.00	\$12,278.27	\$0.00	-\$923.50	\$51,543.79	\$40,363.07
Disbursements							
GFL - Trash Collection			\$12,126.06			\$12,126.06	
Delmarva - Town Street Lights	\$1,391.14					\$1,391.14	
Delmarva - TH Gas & Electric	\$108.64					\$108.64	
Delmarva - Annex Gas	\$60.59					\$60.59	
Comcast Cable	\$455.82					\$455.82	
New Castle County (sewer)	\$20.25					\$20.25	
Reimburse - S. Mackenzie - TH Equipment/Food	\$87.38					\$87.38	
Reimburse - C. Nass - Tax Bills	\$76.16					\$76.16	
Town Audit	\$4,458.75					\$4,458.75	
The News-Journal (Public Notices)	\$66.60					\$66.60	
Legal Fees	\$161.00					\$161.00	
Veolia Water	\$30.00					\$30.00	
Will Merlo-Maintenance	\$400.00					\$400.00	
Town Concerts	\$650.00					\$650.00	
Bank Fee	\$35.67					\$35.67	
Cultivate Forward	\$5,158.33					\$5,158.33	
Total Disbursements	\$8,002.00	\$0.00	\$12,126.06	\$0.00	\$5,158.33	\$25,286.39	\$25,772.05
Ending Balance 08/31/2023	\$186,475.21	\$982.59	\$58,578.10	\$80,000.00	\$46,620.00	\$372,655.90	\$378,137.17

Curt A. Nass, Treasurer/Tax Collector

August Properties: 813 Fairview
 1127 Brandywine
 1223 Rosedale
 202 Beeson