

Town of Bellefonte, Delaware
Town Meeting Minutes, December 11, 2023

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

Absent: None

Call to Order: The meeting was called to order at 7:03 pm.

Minutes to the Previous Meeting: Brandon made a motion to waive the reading of the November 13, 2023, meeting minutes and to approve as distributed; Logan seconded, all were in favor.

Special Guests/Public Comments: New Castle County Councilman John Cartier presented Police report and code enforcement report, three cases and zero resolved. Two properties transitioned. Councilman addressed the loss of Kathy McDonough and is arranging a resolution to honor Kathy.

Jim Jernoski addressed the need for repaving Beeson. Scott will follow up.

Public Comments: None

Board of Adjustments: No activity. Sherry Bowers was nominated by the committee. Scott made a motion to make a member of the Board of Adjustment, Ross seconded, all were in favor.

Planning Commission: Approved one application, 722 Philadelphia Pike, application for two new signs. 1223 Rosedale called regarding an application. Approved revised Land Use Code. Next step is attorney review and schedule public hearings. Scott made a motion to make Jim Paradise the chair of the Planning Commission, Brandon seconded, all were in favor.

Treasurer's Report: Curt presented the Financial Report for November 2023 (attached) and a monthly progress budget report for Commission review. Scott made a motion to accept the Treasurer's report as presented, Andrew seconded, all were in favor.

Tax Collector's Report: Curt Nass provided tax collector's report. Number 1 on delinquent report complying with the agreement.

Public Comments: Discussion on non-receipt of post cards announcing events

Old Business/President's Report

Town Hall Complex improvements-New emergency lighting has been installed. Emergency panic bars will need to be installed at Montrose Hall exits which may mean door replacement.

Street Cleaning-Bid was received and we will defer at this time

ARPA-Suspend discussion on website until January and spending balance of funds until April.

Correspondence:

- Via USMail – Colonial Pipeline – Pipeline safety brochure
- Via USMail – Thank you from St. Helena's Parish Social Ministry for \$1,000 donation

New Business:

- Attic storage-Consideration of approving up to \$500 to relocate items from stairwell storage area up to Lenape Room attic. Scott made a motion to approve up to \$500 to fix the floor in attic, Andrew seconded, all were in favor.
- Passing of Kathy McDonough – Andrew made a motion for up to \$600 for memorial event/plaques, etc., Scott seconded, all were in favor. Recommendations were plaque on street post in front of her house, resolutions from House and County to be framed and placed in Town Hall. Bench in the park. A dedication ceremony will be planned for March 9 at 11 am in Town Hall and the park.

December 2023 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,485.94
Delmarva Power	Town Hall	\$157.85
Delmarva Power	Town Hall Annex gas	\$162.29
GFL Environmental	Monthly trash/recycling – December	\$11,651.16
Parkowski, Guerke, et al	November legal services – Inv 53	0.00
Penny Hill Landscaping	Contract payment - November	\$834.41
Comcast	Phone & Internet – December (credit)	Up to \$225.00
Artisan Electric	Repair of Edison lights at parking lot	\$1,126.35
Check-It Electric	Installation of emergency lighting at TH	\$8,800.00
Will Merlo	Town Hall Cleaning - December	\$100.00
Will Merlo	Gutter cleaning – town hall complex	\$200.00
Scott MacKenzie Reimb	October meeting food	\$35.00
Scott MacKenzie Reimb	November meeting food	\$56.25
Scott MacKenzie Reimb.	Catering cart - Amazon	\$119.98
Bryan Nye Reimb	Holiday Party expenses	\$1998.28
Alisha Mulhern	Holiday Party entertainment	\$400.00 (PAID)
Steve Kimmel	Construction of trash enclosure at TH	\$500.00
<u>ARPA payments</u>		
Cultivate Forward	December contract payment	\$5,158.33
Owl and the Finnist	Beautification grant payment	\$500.00 (PAID)

Scott made a motion to pay the bills; Brandon 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 Tuesday January 2, 2024, at 7 pm.
- Next Town of Bellefonte Commission meeting, January 8, 2024, at 7 pm.
- A motion to adjourn the meeting was made at 8:18 pm without objection

Submitted by:

 Andrew Ritchie

 Approved:

Town of Bellefonte Monthly Treasurers Report November 2023

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	Nov. 2022
Balance 11/01/2023	<u>\$252,142.66</u>	<u>\$9,401.20</u>	<u>\$37,620.78</u>	<u>\$80,000.00</u>	<u>\$31,798.34</u>	<u>\$410,962.98</u>	<u>\$479,217.86</u>
Receipts							
Property Transfer Tax			\$19,125.00			\$19,125.00	
Town Taxes	\$1,383.89					\$1,383.89	
	\$0.00				\$5.00	\$5.00	
Total Receipts	<u>\$1,383.89</u>	<u>\$0.00</u>	<u>\$19,125.00</u>	<u>\$0.00</u>	<u>\$5.00</u>	<u>\$20,513.89</u>	<u>\$17,426.29</u>
Disbursements							
GFL - Trash Collection			\$11,651.16			\$11,651.16	
Delmarva - Town Street Lights	Online	\$1,487.46				\$1,487.46	
Delmarva - TH Gas & Electric	\$99.30 Online					\$99.30	
Delmarva - Annex Gas	\$60.59 Online					\$60.59	
Comcast Cable	\$225.00 Online					\$225.00	
Veolia Water	\$35.44					\$35.44	
New Castle County (sewer)	\$20.25					\$20.25	
Reimburse - S.MacKenzie - TH Equipment/Food	\$781.35					\$781.35	
Reimburse - C.Nass - Shipping/taxes	\$77.17					\$77.17	
Reimburse - P.Anker - Flowers	\$90.00					\$90.00	
Landscaping	\$834.41					\$834.41	
Legal Fees	\$356.00					\$356.00	
Will Merlo-Maintenance	\$640.00					\$640.00	
Holiday Party	\$1,001.72					\$1,001.72	
DLLG Dues	\$40.00					\$40.00	
Bank Fee	\$11.38					\$11.38	
ARPA Beautification Grants					\$500.00	\$500.00	
Cultivate Forward					\$5,158.33	\$5,158.33	
Total Disbursements	<u>\$4,272.61</u>	<u>\$1,487.46</u>	<u>\$11,651.16</u>	<u>\$0.00</u>	<u>\$5,658.33</u>	<u>\$23,069.56</u>	<u>\$22,906.78</u>
Ending Balance 11/30/2023	<u>\$249,253.94</u>	<u>\$7,913.74</u>	<u>\$45,094.62</u>	<u>\$80,000.00</u>	<u>\$26,145.01</u>	<u>\$408,407.31</u>	<u>\$473,737.37</u>

November Properties: 806 Melseose
1007 & 1009 River Rd
1006 Talley Rd