

Town of Bellefonte, Delaware
Town Meeting Minutes, November 13, 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 7:10 pm.

Minutes to the Previous Meeting: Ross made a motion to waive the reading of the October 9, 2023, meeting minutes and to approve as distributed; Brandon seconded, all were in favor.

Special Guests: New Castle County Councilman John Cartier presented Police report and code enforcement report, six cases and one resolved. Two properties transitioned. Announced County holiday events and 12/2 Claymont Parade.

Public Comments: None

Board of Adjustments: No activity. Scott suggested that the BOA staff up from its current three members and said he would approach former member Sherry Bowers about rejoining the board.

Planning Commission: Approved two new permits, 303 Bellefonte Avenue and 1212 Talley Road and electric charging station for rental car agency on Philadelphia Pike.

Treasurer's Report: Curt presented the Financial Report for October 2023 (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. Number 1 on delinquent report, agreement proposed to pay \$100 a month.

Old Business/President's Report/Correspondence:

- Town property improvements update, waiting for plans received a bid for emergency lighting for security systems for \$8,800 (work to commence following holiday party) and bid for smoke detection system for \$18,000.
- Street cleaning, bid for one-time cleaning of all streets \$11,000.
- ARPA-consideration to extend Cultivate Forward contract for three (3) months. Ross made a motion, Brandon seconded, all were in favor.
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Correspondence:

- Via USMail – Selective Insurance rebate check for \$4.18.
- Via USMail – US Census Form – Scott will handle
- Via E-Mail – Notice of evictions at 1127 BB and 1224 Rosedale from Rhodunda, Williams & Kondraschow

Public Comments: None

New Business:

- Shops of Bellefonte website-discussion and consideration to spend up to \$3000 for Shops of Bellefonte website from ARPA funds.
- Consideration of approving up to \$3,000 to rehab gazebo and plant tulip bulbs, Braddon made a motion, Logan seconded, all were in favor.

- Holiday Party-Consideration of approving up to \$3,500 for promotional mailing, entertainment, and catering services for Holiday Party, Ross made a motion, Andrew seconded, all were in favor.

November 2023 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,487.46
Delmarva Power	Town Hall	\$151.90
Delmarva Power	Town Hall Annex gas	\$60.59
GFL Environmental	Monthly trash/recycling – August	\$11,651.16
Parkowski, Guerke, et al	October legal services – Inv 52	\$356.00
Penny Hill Landscaping	Contract payment - October	\$834.41
Comcast	Phone & Internet – November (credit)	\$225.00
Veolia Suez Delaware	November water	\$35.44
New Castle County	Sewer	\$20.25
Will Merlo	Town Hall Cleaning - November	\$100.00
Will Merlo	Install decorations on Brandywine Blvd (18)	\$540.00
Pat Anker Reimb.	Bathtub flowers	\$90.00
Scott MacKenzie Reimb	Postage stamps for Holiday mailing	\$299.95
Scott MacKenzie Reimb	Postcard printing for Holiday party	\$101.42
Scott MacKenzie Reimb.	Reimb gift cards for BHFC auction	\$200.00
Scott MacKenzie Reimb.	Train platform legs (Amazon)	\$179.98
Bryan Nye Reimb	Holiday Party expenses	\$1001.72
Curt Nass Reimb.	Reimb UPS for deed transfer	\$15.97
Curt Nass Reimb.	Reimb 3Q Federal taxes	\$61.20
ARPA payments		
Cultivate Forward	September contract payment	\$5,158.33

Andrew made a motion to pay the bills; Scott 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, December 4, 2023, at 7 pm.
- Holiday party on December 8, 2023.
- Next Town of Bellefonte Commission meeting, December 11, 2023, at 7 pm.
- A motion to adjourn the meeting was made at 8:33 pm without objection

Submitted by:

(Signature copy on file at TH)

 Andrew Ritchie

_____ 12/11/23
 Approved:

Town of Bellefonte
Monthly Treasurers Report
October 2023

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	Oct. 2022
Balance 10/01/2023	<u>\$253,513.94</u>	<u>\$10,882.08</u>	<u>\$46,926.94</u>	<u>\$80,000.00</u>	<u>\$40,961.67</u>	<u>\$432,284.63</u>	<u>\$484,581.33</u>
Receipts							
Property Transfer Tax			\$2,350.00			\$2,350.00	
Town Taxes	\$5,461.68					\$5,461.68	
Even Insurance					\$680.00	\$680.00	
Insurance Refund	\$0.00					\$0.00	
Total Receipts	<u>\$5,461.68</u>	<u>\$0.00</u>	<u>\$2,350.00</u>	<u>\$0.00</u>	<u>\$680.00</u>	<u>\$8,491.68</u>	<u>\$14,901.97</u>
Disbursements							
GFL - Trash Collection			\$11,656.16			\$11,656.16	
Delmarva - Town Street Lights		\$1,480.88				\$1,480.88	
Delmarva - TH Gas & Electric	\$151.90					\$151.90	
Delmarva - Annex Gas	\$60.59					\$60.59	
Comcast Cable	\$225.26					\$225.26	
Veolia Water	\$20.00					\$20.00	
Reimburse - S.MacKenzie - TH Equipment/Food	\$228.41					\$228.41	
Reimburse - C.Nass - Bond/picnic	\$578.98					\$578.98	
Landscaping	\$1,472.74					\$1,472.74	
Legal Fees	\$198.06					\$198.06	
Will Merlo-Maintenance	\$100.00					\$100.00	
Town Picnic	\$3,586.00					\$3,586.00	
Bank Fee	\$211.02					\$211.02	
Event Insurance					\$685.00	\$685.00	
Community Support Investments					\$4,000.00	\$4,000.00	
Cultivate Forward					\$5,158.33	\$5,158.33	
Total Disbursements	<u>\$6,832.96</u>	<u>\$1,480.88</u>	<u>\$11,656.16</u>	<u>\$0.00</u>	<u>\$9,843.33</u>	<u>\$29,813.33</u>	<u>\$20,265.44</u>
Ending Balance 10/31/2023	<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>

October Properties: 1100 Euclid

