

Town of Bellefonte, Delaware
Town Meeting Minutes, January 8, 2024

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

Absent: Ross Logan

Call to Order: The meeting was called to order at 7:05 pm.

Minutes to the Previous Meeting: Brandon made a motion to waive the reading of the December 11, 2023, meeting minutes and to approve as distributed; Logan seconded, all were in favor.

Special Guests: New Castle County Councilman John Cartier wished all a Happy New Year and presented Police report and code enforcement report, three cases and one resolved. BHFC kicked off their 100th year on January 1.

Public Comments: Presentation from William O'Hanlon from Brandywine School District regarding operating referendum on February 13, 2024.

Board of Adjustments: Application received for 1223 Rosedale, change from single family to a two-family, hearing pending, notices will be sent out, hearing is January 29, 2024, at 7 pm.

Planning Commission: Approved two (2) applications for 801 Brandywine and 722 Philadelphia Pike. Land use documents sent to attorney for review.

Treasurer's Report: Curt presented the Financial Report for December 2023 (attached) and a monthly progress budget report for Commission review. Seven (7) annexed properties have not paid taxes. Andrew made a motion to accept the Treasurer's report as presented, Brandon seconded, all were in favor.

Scott made motion to name Barbacane Thornton as auditor for fiscal year 2023, Brandon 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.

Old Business/President's Report/Correspondence:

Scott signed paperwork for demolition of the staircase in Town Hall and build staircase that is out of code leaving space for the chairlift, work tentatively to begin in January.

Discussion of ARPA fund consideration for Shops of Bellefonte website tabled to next month

Public Comments: None

New Business:

- Edgemoor Port Expansion and environmental concerns, Town of Bellefonte will stay involved, keep residents informed, and participate in future activities regarding the future activities proposed for the site.
- Discussion on direction regarding annexation plan to guide Planning Commission Comprehensive Plan Update, try again, change areas, or decide to not annex any areas at all.
- Board of Elections, nomination of new chair, Patty Vidiksis. Brandon made a motion, Logan seconded, all were in favor. Logan will provide all information for Patty on a flash drive.
- Discussion of welcome sign, proposed a temporary sign with vinyl banners that are changeable. Steve will provide a design and cost estimate.

January Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,482.48
Delmarva Power	Town Hall	\$220.59
Delmarva Power	Town Hall Annex gas	\$157.85
GFL Environmental	Monthly trash/recycling – December	\$11,651.16
Parkowski, Guerke, et al	November legal services – Inv 54	\$23.00
Veolia	Water service – December	\$28.75
Penny Hill Landscaping	Contract payment - November	\$834.41
Comcast	Phone & Internet – January (credit)	Up to \$225.00
Will Merlo	Town Hall Cleaning - January	\$100.00
Will Merlo	Moving storage to attic space	\$150.00
Will Merlo	Removal and storage of Holiday decorations	\$540.00
Scott MacKenzie Reimb	December meeting food	\$40.00
Steve Kimmel	Repair flooring in attic	\$375.00
Curt Nass	Tax collectors commission 2023	\$7,366.50
US Treasury	Income tax withheld for tax collector comm	\$1,220.44
<u>ARPA payments</u>		
Cultivate Forward	January contract payment	\$5,158.33

Scott made a motion to pay the bills; Brandon seconded, all in favor.

Correspondence:

- Via USMail – Monroe Energy, Trainor PA – Inventory of chemicals in storage tanks
- Via USMail – NCC quarterly assessment update

Announcements:

- Next Planning Commission/Zoning Review Board meets on every Monday at 7 pm or when they have an application. monthly meeting on Monday February 5, 2024, at 7 pm.
- Next Town of Bellefonte Commission meeting, February 12, 2024, at 7 pm.
- A motion to adjourn the meeting was made at 8:55 pm without objection

Submitted by:

 Andrew Ritchie

 2-12-24
 Approved:

Town of Bellefonte
Monthly Treasurers Report
December 2023

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	Dec. 2022
Balance 12/01/2023	<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>
Receipts							
Property Transfer Tax			\$12,442.50			\$12,442.50	
Town Taxes	\$3,326.68					\$3,326.68	
Energy Credits	\$92.90					\$92.90	
Total Receipts	<u>\$3,419.58</u>	<u>\$0.00</u>	<u>\$12,442.50</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$15,862.08</u>	<u>\$8,660.54</u>
Disbursements							
GFL - Trash Collection			\$11,651.16			\$11,651.16	
Delmarva - Town Street Lights		\$1,485.94				\$1,485.94	
Delmarva - TH Gas & Electric	\$162.29					\$162.29	
Delmarva - Annex Gas	\$157.85					\$157.85	
Comcast Cable	\$0.00					\$0.00	
Reimburse - S.MacKenzie - TH Equipment/Food	\$211.23					\$211.23	
Reimburse - S.Kimmel - Lattice Wall	\$500.00					\$500.00	
Electrical Renovations	\$9,926.35					\$9,926.35	
Landscaping	\$834.41					\$834.41	
Will Merlo-Maintenance	\$300.00					\$300.00	
Holiday Party	\$2,398.28					\$2,398.28	
Bank Fee	\$11.80					\$11.80	
Cultivate Forward					\$5,158.33	\$5,158.33	
Total Disbursements	<u>\$14,502.21</u>	<u>\$1,485.94</u>	<u>\$11,651.16</u>	<u>\$0.00</u>	<u>\$5,158.33</u>	<u>\$32,797.64</u>	<u>\$10,819.37</u>
Ending Balance 12/31/2023	<u>\$238,171.31</u>	<u>\$6,427.80</u>	<u>\$45,885.96</u>	<u>\$80,000.00</u>	<u>\$20,986.68</u>	<u>\$391,471.75</u>	<u>\$471,578.54</u>

December Properties: 1015 Brandywine
1001 Melrose

Curt A. Nass, Treasurer/Tax Collector