

**Town of Bellefonte, Delaware**  
**Town Meeting Minutes, May 12, 2025**

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

**Call to Order/Welcome** – Brandon Called the meeting to order at 7:03 pm.

**Minutes to the Previous Meeting** – Brandon made a motion to waive the reading and approve the minutes as distributed, seconded by Logan and all were in favor.

**Special Guests/Public Comments (limited to 3 mins. Each)** – Eugene Young, VP of External Affairs for Enstructure, developer for the Edgemoor Port Expansion, introduced himself and said he is available to engage the community in discussion and answer questions about the planned project. Mr. Young said that Enstructure will begin facility tours beginning in June/July. Diamond State Port Authority, the State, and Enstructure are working together regarding new application for dredging at the port.

NCC Councilman John Cartier stated that the new assessment values will be implemented effective July 1, the county budget must be passed at end of month without delay. They are expecting a decrease in HUD funding from the federal government and are trying to plan for that. The County will be making a one-time payment for fire services this year only. Trying to plan for ongoing support for local fire companies.

Scott made a motion to adjourn to eat, seconded by Brandon, without objection. Meeting rejoined at 7:44.

**Committee Reports:**

**Board of Adjustments** – No activity.

**Planning Commission/Zoning Review Board** – Update from Jim Paradise presented. No ZRB apps this month, 2025 Comp Plan is presented to Commission. Nominee Ken Neborak for Planning Commission. Jim said that he will have copies of the Comp Plan available for the Bellefonte Arts Festival as well as a signup sheet for interested visitors.

**Board of Elections** – Update on election re: memo from BOE chair Patty Vidiksis. Curt registered for Tax Collector/Treasurer and Logan Ritchie filed for Commissioner. The election has been canceled. Since we would have trouble raising a quorum at the June meeting, David Brenner nominated Scott MacKenzie as Commissioner June 2025 and ending June 2027, seconded by Logan, and approved (Scott recused).

**Treasurer's Report and Tax Collector's Report** – Report on Delinquent Taxes Old Business/President's Report: presented and announced that we could arrange to receive tax payments via ACH for \$300/tr plus \$.15 per transaction. Scott made a motion to authorize Curt to proceed with setting up ACH with WSFS, seconded by Dave and all approved. Andrew motioned to accept the Financial Report as presented, seconded by Dave, and all approved.

**Old Business/President's Report:**

- **Town Hall Complex improvements** – Status Report. Scott reported that the second automatic door will be installed next week. Scott is trying to schedule solar panel inverter upgrades and installation. Scott made a motion to approve up to \$400 to spackle, finish and paint Town Hall ceiling where cracked, seconded by Dave, and all approved. Scott will proceed with ceiling repairs to the Thompson conference room under emergency repair authorization. Dave motioned to approve the repairs, seconded by Logan, and all approved.
- **Sidewalks and Streetlights** – Scott to send email to Rep. Heffernan and Sen. Cruce about Bellefonte Ave. sidewalks, solar speed limit signs, and pavement of lower Rodman Rd.

**Shops of Bellefonte Report** – No representative attending. BAF is this Saturday, 5/17.

**Edgemoor Port** – Scott reported that he had joined a steering committee for community engagement organized by John Cartier. Scott is attending as a citizen, not as a commissioner.

**Energy and Community Development Grant** – Status Report. Scott submitted invoice for half of grant to DNREC. Will work with Dave and Curt to update State E-supplier portal.

**Correspondence:**

Via EMail – Request from NCC for annual report for MS4 Stormwater Agreement. Dave completed.

Via USMail – Letter from DelDOT about snow reimbursement given to Curt.

Via USMail – Energy Transfer Co. Marcus Hook, inventory of stored chemicals

**New Business:**

- **Resolution 2025-02 - APPROVAL OF FY 2026 TAX RATE, BUDGET and STIPEND SCHEDULE.** Scott made a motion to read the resolution in title only, seconded by Andrew, and all approved. Brandon read the resolution in title. Scott motioned to approve the resolution, seconded by Andrew, and all approved.
- **Resolution 2025-03 - APPROVING SUBMISSION OF 2025 BELLEFONTE COMPREHENSIVE DEVELOPMENT PLAN TO THE STATE OFFICE OF PLANNING.** Scott made a motion to read the resolution in title only, seconded by Brandon, and all were in favor. Brandon read in title only. Scott made a motion to approve the resolution as read, seconded by Brandon, and all in favor.
- Approval of Barbacane Thornton as town auditor. Scott made a motion to approve Barbacane Thornton as auditor for this year, seconded by Dave and all were in favor.
- Boulevard Banners – Scott asked whether the Commissioners wanted to change the banners to the flag motif for Memorial Day or Independence Day, but there was consensus to leave the current banners up.

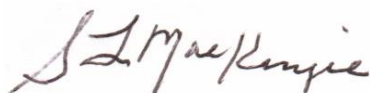
**Payment of the Bills**

| Payee                   | Description   | Amount                  |
|-------------------------|---|-------------------------|
| Delmarva Power          | Streetlights  | (credit balance)        |
| Delmarva Power          | Town Hall   | \$369.20                |
| Delmarva Power          | Town Hall Annex gas   | \$100.04                |
| Casella                 | Monthly trash/recycling – April                             | \$12,643.18             |
| Comcast                 | April service   | \$271.40                |
| Parkowski Guerke et al  | April service, Inv. 67                                      | \$28.00                 |
| Pennyhill Landscaping   | May service   | \$885.49                |
| Veolia                  | Water service –April service                                | \$18.92                 |
| New Castle County       | Water & sewer   | \$38.40                 |
| Selective Insurance Co. | Annual Liability & Directors Insurance                      | \$10,639.00             |
| Will Merlo              | Monthly cleaning, Annex                                     | \$100.00                |
| Evie Coninis            | Meeting food  | \$50.00                 |
| Pat Anker               | Bathtub flowers – Wilm. Flower Market                       | \$120.00                |
| Jim Paradise Reimb.     | Special event supplies Walmart                              | \$12.66                 |
| Jim Paradise Reimb      | 25 copies of Comp Plan                                      | (HOLD) Up to \$150.00   |
| Rhino Fencing           | 50% final payment roof fencing                              | (PAID) \$2,850.00       |
| Wise Power Systems      | 50% payment, inverter upgrade, remounting (DESEU)(2nd pymt) | (HOLD) \$9,799.00       |
| Deldeo Builders         | Automatic door (Stairwell)                                  | (PAID) \$6,325.00       |
| Deldeo Builders         | Automatic door (Outer door)                                 | (HOLD) Up to \$6,325.00 |

Andrew motion to pay, seconded by Dave, and all approved.

**Announcements/Adjournment** – Planning Comm. 6/2, Town Meeting 6/9, 7 pm. Meeting was adjourned by Brandon without objection.

Submitted by:



Scott MacKenzie

06-09-25

Approved

05-12-25

**Town of Bellefonte**  
**Monthly Treasurers Report**  
**April 2025**

|                                  | Town<br>Account<br>(5751) | MSAF<br>Account<br>(5312) | Property<br>Transfer<br>Account<br>(8041) | Special<br>Projects &<br>Grants (8097) | WSFS Bank<br>CD<br>4.0% | Total of Town<br>Accounts | April 2024          |
|----------------------------------|---------------------------|---------------------------|---|--|-------------------------|---------------------------|---------------------|
| <b>Balance 04/01/2025</b>        | <u>\$262,868.43</u>       | <u>\$7,094.64</u>         | <u>\$28,377.15</u>                        | <u>\$10,299.00</u>                     | <u>\$ -</u>             | <u>\$308,639.22</u>       | <u>\$347,331.91</u> |
| <b>Receipts</b>                  |                           |                           |   |  |                         |                           |                     |
| Property Transfer Tax            |                           |                           | \$9,990.00                                |  |                         | \$9,990.00                |                     |
| Town Taxes                       |                           |                           |   |  |                         | \$0.00                    |                     |
| Energy Credits                   |                           |                           |   |  |                         | \$0.00                    |                     |
| WSFS 6 Month CD                  | \$ (50,000.00)            |                           |   |  | \$50,000.00             | \$0.00                    |                     |
| <b>Total Receipts</b>            | <u>\$ (50,000.00)</u>     | <u>\$ -</u>               | <u>\$ 9,990.00</u>                        | <u>\$ -</u>                            | <u>\$ 50,000.00</u>     | <u>\$ 9,990.00</u>        | <u>\$13,571.20</u>  |
| <b>Disbursements</b>             |                           |                           |   |  |                         |                           |                     |
| GFL - Trash Collection           | \$12,357.18 <b>Online</b> |                           |   |  |                         | \$12,357.18               |                     |
| Delmarva - Town Street Lights    | \$0.00                    |                           |   |  |                         | \$0.00                    |                     |
| Delmarva - TH Gas & Electric     | \$457.87 <b>Online</b>    |                           |   |  |                         | \$457.87                  |                     |
| Delmarva - Annex Gas             | \$110.93 <b>Online</b>    |                           |   |  |                         | \$110.93                  |                     |
| Comcast Cable                    | \$274.29 <b>Online</b>    |                           |   |  |                         | \$274.29                  |                     |
| Veolia - Water                   | \$62.27                   |                           |   |  |                         | \$62.27                   |                     |
| Landscaping                      | \$885.49                  |                           |   |  |                         | \$885.49                  |                     |
| US Treasury - Q1 Taxes           | \$1,183.47                |                           |   |  |                         | \$1,183.47                |                     |
| Deldeo Builders                  | \$6,325.00                |                           |   |  |                         | \$6,325.00                |                     |
| Rhino Fencing                    | \$2,850.00                |                           |   |  |                         | \$2,850.00                |                     |
| R&R Roofing                      | \$63,196.50               |                           |   |  |                         | \$63,196.50               |                     |
| Barbacane, Thornton - Audit      | \$373.30                  |                           |   |  |                         | \$373.30                  |                     |
| Parkowski, Guerke - Legal        | \$196.00                  |                           |   |  |                         | \$196.00                  |                     |
| Will Merlo - Maintenance         | \$92.35                   |                           |   |  |                         | \$92.35                   |                     |
| Bank Fee                         | \$3.00                    | \$3.00                    | \$3.00                                    | \$3.00                                 |                         | \$12.00                   |                     |
| <b>Total Disbursements</b>       | <u>\$88,367.65</u>        | <u>\$3.00</u>             | <u>\$3.00</u>                             | <u>\$3.00</u>                          | <u>\$0.00</u>           | <u>\$88,373.65</u>        | <u>\$64,019.41</u>  |
| <b>Ending Balance 04/30/2025</b> | <u>\$124,500.78</u>       | <u>\$7,091.64</u>         | <u>\$38,364.15</u>                        | <u>\$10,296.00</u>                     | <u>\$50,000.00</u>      | <u>\$230,255.57</u>       | <u>\$296,883.70</u> |

April Properties: 107 Beeson  
1204 Talley

Curt A. Nass, Treasurer/Tax Collector