

Town of Bellefonte, Delaware

Town Meeting Minutes, February 13, 2023

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

Call to Order: The meeting was called to order at 7:22 pm

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

Special Guests and Public Comment: Special guest New Castle County District 8 Representative John Cartier submitted the NCC crime report and code enforcement report showing one case open and none resolved. John said that as an observer of Bellefonte Town Government for many years, residents who volunteer their time to manage the affairs of this Town and do a wonderful job in running this Town. John said he felt compelled to state, with all the controversy and negativity being heard, "thank you for all you do."

Jim Paradise: Commended John Cartier for attending the meetings and commended Town Commission members as well.

Board of Adjustments: No activity. Brian explained the role of the Board for Boy Scouts in attendance.

Planning Commission: Report from Kathy MacDonough. Kathy explained the role of the Planning Commission. Two applications approved. Looking to schedule public hearing on March 13, 2023, and proposing to eliminate parking requirements for commercial businesses and apartments to one space per apartment in a mixed use building. Second hearing would be held on April 10, 2023, and consideration of ordinance.

Annexation Committee: First Wednesday of March, public meeting held to count survey results and result will be handed over to the Commission at the March meeting. State Office of Planning is requesting us to revise our annexation maps designating the land use categories.

Treasurer's Report: Curt Nass presented the Financial Report for December (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. Scott made a motion to authorize Curt to move \$80K into a 6-month CD at TDBank, Andrew seconded.

ARPA: Status report presented to Commissioners.

Tax Collector's Report: Curt Nass provided tax collector's report. No changes.

Old Business/President's Report/Correspondence:

- Town Property Improvements; Chair lift in Town Hall moving forward. No report on sidewalks.
- Scott asking for consideration for up to \$1,700 for closet storage space in Annex, Ross made a motion and Brandon seconded, all were in favor.
- Town Security System update; Security camera includes Ring system. Next step to install smoke and carbon monoxide system.
- ARPA advertising contract marketing proposal; consideration to approve an additional \$12,000 in ARPA funding for small business marketing. Brandon made a motion, Ross seconded, all were in favor.

Public Comments: Brian Donovan inquired about salting of up and down hill streets for latest weather event.

New Business:

- Summer concerts; consideration of summer concerts in between Bellevue and Farm Market concerts, consider having a food truck; Brandon will inquire and bring ideas to next meeting.
- Commission vacancy; Dave Brenner has volunteered to serve out term until June 2023; Ross made a motion to appoint Dave Brenner as Commissioner until June, Andrew seconded, all were in favor. Dave Brenner was sworn in.
- Community cleanup day in spring, Scott still pursuing price. Special trash pick up proposed on April 22.
- Revised annexation maps; Brandon made a motion to approve the annexation map, Andrew seconded, all were in favor.
- Special meeting on February 20 will be noticed regarding annexation.
- Logan Ritchie is Board of Elections Chair and all information has been updated with Board of Elections.

February 2023 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,274.88
Delmarva Power	Town Hall	\$358.77
Delmarva Power	Town Hall Annex	\$642.24
Comcast	Phone & internet service	\$221.75
GFL Environmental	Monthly trash/recycling – January	\$11,501.52
Parkowski, Guerke, et al	January legal services	\$437.25
Will Merlo	Town Hall Cleaning, January	\$100.00
Will Merlo	Painting drylock of Annex walls	\$700.00
New Castle Co.	Sewer – 1st Qrt	\$20.25
Curt Nass	Reimb. For Public Notice – Ord 2022-02 Annexation	\$121.92
Jos. Finocchiaro & Bros.	Salting 2/1 of up and down streets	\$880.00
Jim Paradise	Reimb, Annex letter reprint	\$35.00
Scott MacKenzie	January meeting food	\$45.00
Scott MacKenzie	Reimb. Tanga digital lock for Annex	\$39.99
Scott MacKenzie	Reimb. 5 folding tables for Annex -Walmart	\$204.85
UD IPA	Annexation maps	\$450.00
<u>ARPA payments</u>		
Cultivate Forward	January contract payment	\$5,158.33
Cultivate Forward	February contract payment	\$5,158.33

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

Correspondence:

- Via Email – from Barbara Forsyth – questions about annexation
- Via USMail – Monroe Energy, Marcus Hook – inventory of regulated substances.
- Via USMail – Boiler certificate from State of DE Boiler Inspection & Safety
- Via USMail – Comcast cable royalty check for \$5,849,97.
- Via USMail – Bankruptcy delinquent tax check re: 202 Beeson and notice of modification of plan.
- Via USMail – NCC Quarterly Supplemental Assessment Report

Announcements:

- Next Planning Commission/Zoning Review Board meets on every Monday at 7 pm or when they have an application. Planning Commission Meeting, March 6, 2023, 7 pm;
- Annexation Committee meets Wednesday, March 1, 2023, at 7 pm
- Next Town of Bellefonte Commission meeting, March 13, 2023, at 7 pm, public hearing on changes to land use code to be held at 6 pm.

A motion to adjourn the meeting was made at 8:45 pm without objection

Submitted by:

Andrew Ritchie

03-13-23
Approved:

Town of Bellefonte Monthly Treasurers Report January 2023

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	ARPA Account (693)	Total of Town Accounts	Jan 2022
Balance 01/01/2023	<u>\$161,717.60</u>	<u>\$6,065.21</u>	<u>\$209,925.59</u>	<u>\$93,870.14</u>	<u>\$471,578.54</u>	<u>\$365,942.63</u>
Receipts						
Town Taxes	\$2,562.60				\$2,562.60	
Property Transfer Tax					\$0.00	
Energy Credits					\$0.00	
Total Receipts	<u>\$2,562.60</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,562.60</u>	<u>\$79,708.97</u>
Disbursements						
GFL - Trash Collection			\$21,702.00		\$21,702.00	
Artisan Elec./Decorative Lights			\$19,325.00		\$19,325.00	
Delmarva - Town Street Lights		Online \$1,253.72			\$1,253.72	
Delmarva - TH Gas & Electric	\$470.97	Online			\$470.97	
Delmarva - Annex Gas	\$238.23	Online			\$238.23	
Comcast Cable	\$231.36	Online			\$231.36	
Reimburse - S.MacKenzie - TH Equipment/Food	\$222.61				\$222.61	
State of DE/Boiler	\$15.00				\$15.00	
Penny Hill Landscaping	\$750.75				\$750.75	
Will Merlo-Maintenance	\$370.00				\$370.00	
Tax Collector Commission	\$8,346.09				\$8,346.09	
Legal	\$543.25				\$543.25	
Snow Plowing/Salting	\$550.00				\$550.00	
INCdellini, LLC				\$3,355.00	\$3,355.00	
Cultivate Forward				\$5,158.33	\$5,158.33	
Website Maintenance				\$600.00	\$600.00	
Printing/Postage				\$855.00	\$855.00	
Total Disbursements	<u>\$11,738.26</u>	<u>\$1,253.72</u>	<u>\$41,027.00</u>	<u>\$9,968.33</u>	<u>\$63,987.31</u>	<u>\$64,654.43</u>
Ending Balance 01/31/2023	<u>\$152,541.94</u>	<u>\$4,811.49</u>	<u>\$168,898.59</u>	<u>\$83,901.81</u>	<u>\$410,153.83</u>	<u>\$380,997.17</u>

January Properties:

