

## **Town of Bellefonte, Delaware Town Meeting Minutes, May 8, 2023**

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

**Absent:** None

**Call to Order:** The meeting was called to order at 7:04 pm

**Minutes to the Previous Meeting:** Brandon made a motion to waive the reading of the April 10, 2023, meeting minutes and to approve as distributed; Scott seconded, all were in favor.

### **Special Guests and Public Comment:**

NCC Councilman John Cartier distributed the community police report and code enforcement report, four cases in Bellefonte have been resolved. The Councilman addressed 810 Brandywine Blvd., looking for a resolution for this property in the heart of the business district. The NCC budget that is anticipated to be approved includes a five (5) percent property tax credit. Also, no planned property tax increases (not school portion) or sewer increases.

**Board of Adjustments:** No activity.

**Planning Commission:** Report from Kathy McDonough. Ordinance 2023-01 for parking to be presented to Commission.

Ross Logan made a motion to re-order agenda to address Ordinance 2023-10, seconded by Brandon, and all approved.

Brandon made a motion to read 2023-10 in title only, Logan seconded, all were in favor. Brandon made a motion for second reading of 2023-10, Dave seconded, all were in favor. Dave made a motion to pass 2023-10, Brandon seconded, discussion was had, all were in favor. Scott will arrange public notice of adoption,

**Treasurer's Report:** Curt Nass presented the Financial Report for March (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.

**ARPA:** No changes.

**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.
- DeIDOT has sidewalk replacement for Bellefonte Avenue out for bid, this year or next year project depending if money in their budget to cover.
- Town Security System update; Need to have a walk through to address what is needed.
- Environmental Day and first Friday were very successful.
- Summer concert series, Brandon to provide a summer concert schedule; Scott to create a postcard to send with schedule. Scott made a motion to approve up to \$3000 for series, Andrew seconded, all in favor.

**Public Comments:** None

### **New Business:**

- Scott made a motion to approve up to \$725 for bathrooms/washing stands for Bellefonte Arts Festival; Andrew seconded, all were in favor. Invoice to be received directly.
- Brandon made a motion to approve up to \$100,000 for stairwell improvements/wheelchair lift, Dave seconded, all were in favor.  
Scott made a motion for up to \$125 for painting of the new closet downstairs, Dave seconded, all were in favor.
- Discussion of 2024, budget; tax rate reduced \$.10/100 to \$.40/\$100. Scott made a motion to approve the budget for 2024, Brandon seconded, all were in favor. 20% decrease in taxes.
- Andrew made a motion to read Resolution 2023-0, 2024 Tax Rate, Budget, Stipdends, in title only, Ross seconded, all were in favor. Scott made a motion to pass, Andrew seconded, all were in favor.

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- Brandon made a motion to read Ordinance 2023-01, Draft Land Use Code Amendment (Parking) in title only, Andrew seconded. Scott recommended that the Planning Commission revisit Article 4. Scott made a motion to strike Article 4 from the ordinance, Dave seconded, all were in favor.
- Scott to get a prices to consider from landscapers for business addresses on Brandywine Blvd., propose to reimburse other business owners for plantings and flowers.

**May 2023 Bills**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Elevator Ready Inc	Stairlift deposit	\$20,000
Delmarva Power	Streetlights	\$1,299.31
Delmarva Power	Town Hall	\$112.51
Delmarva Power	Town Hall Annex	\$103.45
Comcast	Phone & internet service	*Up to \$200.00
GFL Environmental	Monthly trash/recycling – April	* \$11,176.26
Parkowski, Guerke, et al	March legal services – Inv 45	483.00
Parkowski, Guerke, et al	March legal services – Inv 46	460.00
Penny Hill Landscaping	Contract payment - April	\$834.41
News Journal	Public Notice for April Hearing	*up to \$200.00
New Castle Co.	Q2 Sewer bill	\$20.25
Will Merlo	Town Hall Cleaning, May/glass cleanup	\$125.00
Veolia Suez Delaware	April service	Up to \$40.00 (No bill)
Artisan Electric		No bill
Scott MacKenzie	April meeting food	\$46.00
Scott MacKenzie	April Annexation Comm. Food	\$47.00
Scott MacKenzie	Reimb. For Facebook ad, Earth Day/Yard Sale	\$13.53
Scott MacKenzie	Reimb. Amazon brackets for bulletin bd.	\$7.99
<b>ARPA payments</b>		
Cultivate Forward	May contract payment	\$5,158.33

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

**Correspondence:**

- Via EMail – from State Office of Planning, approval of annexation plan of service
- Via USMail – From SOPC, approval of Revised Annexation Map via PLUS review
- Via EMail – From M. DiFonso, against annexation
- Via Email – From M. DiFonso, against parking restrictions on Marion Ave, referred to PC.
- Via Email – Request for permit documents 910 Maple Ave. Scott researched, docs missing
- Via US Mail – from Energy Transfer, Marcus Hook, inventory of materials in storage re: downstream

**Announcements:**

- Next Planning Commission/Zoning Review Board meets on every Monday at 7 pm or when they have an application. monthly meeting at June 5, 2023, at 7 pm.
- Annexation Committee meets Wednesday, June 7, 2023, at 7 pm
- Next Town of Bellefonte Commission meeting, June 12, 2023, at 7 pm. Public hearing for Article 4 of Land Use Code to be held on June 12, 2023, at 6 pm.
- A motion to adjourn the meeting was made at 8:23 pm without objection

Submitted by:

\_\_Signed copy on file\_\_\_\_\_  
Andrew Ritchie

\_\_\_\_6-12-23\_\_\_\_\_  
Approved:

**Town of Bellefonte**  
**Monthly Treasurers Report**  
**April 2023**

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	April 2022
<b>Balance 04/01/2023</b>	<u>\$205,989.67</u>	<u>\$2,259.65</u>	<u>\$77,568.31</u>	<u>\$80,000.00</u>	<u>\$73,335.15</u>	<u>\$439,152.78</u>	<u>\$341,013.41</u>
<b>Receipts</b>							
Property Transfer Tax			\$3,690.00			\$3,690.00	
Town Taxes	\$91.95					\$91.95	
<b>Total Receipts</b>	<u>\$91.95</u>	<u>\$0.00</u>	<u>\$3,690.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$3,781.95</u>	<u>\$17,734.81</u>
<b>Disbursements</b>							
GFL - Trash Collection			\$11,176.26			\$11,176.26	
Artisan Elec./Decorative Lights						\$0.00	
Delmarva - Town Street Lights		\$1,277.06				\$1,277.06	
Delmarva - TH Gas & Electric	\$471.20					\$471.20	
Delmarva - Annex Gas	\$150.18					\$150.18	
Comcast Cable	\$199.76					\$199.76	
Reimburse - S.MacKenzie - TH Equipment/Food	\$269.94					\$269.94	
Penny Hill Landscaping	\$834.41					\$834.41	
Reimburse - D.Brenner for Printing	\$130.00					\$130.00	
Hosting Web Fee	\$239.88					\$239.88	
Will Merlo-Maintenance	\$100.00					\$100.00	
Barbacane/Thornton	\$335.00					\$335.00	
The News Journal/Public Notices	\$81.28					\$81.28	
US Treasury	\$121.98					\$121.98	
Bank Fee	\$12.53					\$12.53	
Cultivate Forward					\$5,158.33	\$5,158.33	
<b>Total Disbursements</b>	<u>\$2,946.16</u>	<u>\$1,277.06</u>	<u>\$11,176.26</u>	<u>\$0.00</u>	<u>\$5,158.33</u>	<u>\$20,557.81</u>	<u>\$21,291.62</u>
<b>Ending Balance 04/30/2023</b>	<u>\$203,135.46</u>	<u>\$982.59</u>	<u>\$70,082.05</u>	<u>\$80,000.00</u>	<u>\$68,176.82</u>	<u>\$422,376.92</u>	<u>\$337,456.60</u>

April Properties: 1001 Melrose