

## **Town of Bellefonte, Delaware Town Meeting Minutes, July 10, 2023**

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

**Absent:** Scott MacKenzie

**Call to Order:** The meeting was called to order at 7:02 pm by Commissioner Brandon Dougherty.

**Minutes to the Previous Meeting:** Andrew made a motion to waive the reading of the June 12, 2023, meeting minutes and to approve as distributed; Logan seconded, all were in favor.

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

NCC Councilman John Cartier attended and submitted the NCC Police and Property Maintenance Reports. Announced that there would be no County tax or sewer increase in 2024. Provided update on property assessment project and on the Edgemoor site.

Simeon Hahn has two (2) properties in Bellefonte, provided comments on the situation with the Edgemoor site. Recommended that the Town assist in coordinating/or at a minimum, participate in a meeting for area residents to engage and be educated on the topic possibly to be held at the firehouse or Bellevue Community Center.

**Board of Adjustments:** No activity.

**Planning Commission:** Report submitted from Kathy McDonough. Public Hearing on Zoning Code revisions is tentatively scheduled for 6 pm Monday 8/14/23.

**Annexation Committee:** Curt and Scott sent out letters to 22 properties notifying they are being annexed and giving them instructions on what they need to do.

**Treasurer's Report:** Curt presented the Financial Report for June (attached) and a monthly progress budget report for Commission review. Andrew made a motion to accept the Treasurer's report as presented, Ross seconded, all were in favor.

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

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

- Town property improvements, stairwell improvements discussion tabled.
- Security system update; Ring camera purchased and will be installed to monitor entrances.
- ARPA advertising/marketing contract; Boulevard beautification grant, application on ARPA page on website. One application received from the barber shop. Brandon made a motion to approve application and approve \$500 to Frank Holodick for beautification, Logan seconded, all were in favor.
- Summer concert series in the park; first concert was postponed due to smoke. Glenn Williams Trio will perform on 7/14/23.

### **Public Comments:**

#### **New Business:**

- Discussion was had about a date for Bellefonte Day and consideration for approving up to \$2500 for Bellefonte Day food, entertainment, and promotion. September 30, 2023, is the date. Andrew made a motion to approve, Logan seconded, all were favor. Considering a theme.
- Open discussion was had about new services to community. Street cleaning was recommended. Further discussion tabled.
- New owners of Bellefonte Cafe requested letter of current certification and that they meet current requirements for ABC purposes.

**July 2023 Bills**

| <b>Payee</b>                | <b>Description</b>              | <b>Amount</b>   |
|-----------------------------|---------------------------------|-----------------|
| Delmarva Power              | Streetlights                    | \$1,338.12      |
| Delmarva Power              | Town Hall                       | \$89.37         |
| Delmarva Power              | Town Hall Annex gas             | \$60.59         |
| GFL Environmental           | Monthly trash/recycling – June  | \$11,176.26     |
| Parkowski, Guerke, et al    | June legal services – Inv 48    |                 |
| Penny Hill Landscaping      | Contract payment - July         | \$834.41        |
| Will Merlo                  | Town Hall Cleaning              | \$100.00        |
| Will Merlo                  | Painting of new closet          | \$125.00        |
| Comcast                     | Phone & Internet service – June | Up to \$460.94  |
| Veolia Suez Delaware        | June water                      | \$36.66         |
| Scott MacKenzie             | June meeting food               | \$50.00         |
| Glenn E. Williams           | July 14 concert                 | \$300.00 (HOLD) |
| Gretchen Steiner            | July 28 concert                 | \$300.00 (HOLD) |
| Elisa King                  | Commissioner Stipend            | \$369.40        |
| DE League of Local Govt.    | Annual Dues                     | \$840.00        |
| <b><u>ARPA payments</u></b> |                                 |                 |
| Cultivate Forward           | July contract payment           | \$5,158.33      |
|                             |                                 |                 |

**Correspondence:**

- Via USMail – Inquiry about 807 Melrose from prospective buyer
- Via Email – inquiry about town parking lot lighting
- Via USmail – Affidavit of publication, Adoption of Zoning & Boundary Map

Brandon made a motion to pay the bills; Logan 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, August 7, 2023, at 7 pm.
- Next Town of Bellefonte Commission meeting, August 14, 2023, at 7 pm. Public hearing for amendment to Land Use Code to be held on August 14, 2023, at 6 pm.
- A motion to adjourn the meeting was made at 8:45pm without objection

Submitted by:

(Signature copy on file)

\_\_\_\_\_  
 Andrew Ritchie

\_\_\_\_\_  
 8-14.23  
 Approved:

07/10/23

## Town of Bellefonte Monthly Treasurers Report June 2023

|   | Town<br>Account<br>(774) | MSAF<br>Account<br>(782) | Property<br>Transfer<br>Account (445) | TD Bank CD         | ARPA<br>Account<br>(693) | Total of Town<br>Accounts | June 2022           |
|---|--------------------------|--------------------------|---------------------------------------|--------------------|--------------------------|---------------------------|---------------------|
| <b>Balance 06/01/2023</b>                   | <u>\$200,621.61</u>      | <u>\$982.59</u>          | <u>\$63,640.79</u>                    | <u>\$80,000.00</u> | <u>\$63,018.49</u>       | <u>\$408,263.48</u>       | <u>\$309,657.45</u> |
| <b>Receipts</b>                             |                          |                          |                                       |                    |                          |                           |                     |
| Property Transfer Tax                       |                          |                          | \$8,925.00                            |                    |                          | \$8,925.00                |                     |
| Town Taxes                                  | \$750.00                 |                          |                                       |                    |                          | \$750.00                  |                     |
| Energy Credits                              | \$92.90                  |                          |                                       |                    |                          | \$92.90                   |                     |
| <b>Total Receipts</b>                       | <u>\$842.90</u>          | <u>\$0.00</u>            | <u>\$8,925.00</u>                     | <u>\$0.00</u>      | <u>\$0.00</u>            | <u>\$9,767.90</u>         | <u>\$111,174.32</u> |
| <b>Disbursements</b>                        |                          |                          |                                       |                    |                          |                           |                     |
| GFL - Trash Collection                      |                          |                          | \$11,176.26                           |                    |                          | \$11,176.26               |                     |
| Delmarva - Town Street Lights               | \$1,303.75               | Online                   |                                       |                    |                          | \$1,303.75                |                     |
| Delmarva - TH Gas & Electric                | \$98.57                  | Online                   |                                       |                    |                          | \$98.57                   |                     |
| Delmarva - Annex Gas                        | \$66.29                  | Online                   |                                       |                    |                          | \$66.29                   |                     |
| Comcast Cable                               | \$460.94                 | Online                   |                                       |                    |                          | \$460.94                  |                     |
| Reimburse - S.MacKenzie - TH Equipment/Food | \$678.64                 |                          |                                       |                    |                          | \$678.64                  |                     |
| Reimburse - C.Nass - Postage/Gift Cards     | \$696.65                 |                          |                                       |                    |                          | \$696.65                  |                     |
| Stipends                                    |                          |                          |                                       |                    |                          | \$0.00                    |                     |
| Scott MacKenzie, President                  | \$554.10                 |                          |                                       |                    |                          | \$554.10                  |                     |
| Andrew Ritchie, Secretary                   | \$692.63                 |                          |                                       |                    |                          | \$692.63                  |                     |
| Ross Logan, Commissioner                    | \$461.75                 |                          |                                       |                    |                          | \$461.75                  |                     |
| Dave Brenner, Commissioner                  | \$230.88                 |                          |                                       |                    |                          | \$230.88                  |                     |
| Brandon Dougherty, Commissioner             | \$507.93                 |                          |                                       |                    |                          | \$507.93                  |                     |
| Curt Nass, Treasurer                        | \$1,108.20               |                          |                                       |                    |                          | \$1,108.20                |                     |
| Kathy MacDonough                            | \$554.10                 |                          |                                       |                    |                          | \$554.10                  |                     |
| Frank Holodick                              | \$554.10                 |                          |                                       |                    |                          | \$554.10                  |                     |
| James Paradise                              | \$554.10                 |                          |                                       |                    |                          | \$554.10                  |                     |
| Andrew Moore                                | \$554.10                 |                          |                                       |                    |                          | \$554.10                  |                     |
| Steve Kimmel                                | \$554.10                 |                          |                                       |                    |                          | \$554.10                  |                     |
| The News-Journal (Public Notices)           | \$448.44                 |                          |                                       |                    |                          | \$448.44                  |                     |
| A-1Sanitation Arts Festival                 | \$707.24                 |                          |                                       |                    |                          | \$707.24                  |                     |
| Selective Insurance                         | \$9,391.00               |                          |                                       |                    |                          | \$9,391.00                |                     |
| Penny Hill Landscaping                      | \$834.41                 |                          |                                       |                    |                          | \$834.41                  |                     |
| Veolia Water                                | \$36.39                  |                          |                                       |                    |                          | \$36.39                   |                     |
| Will Merlo-Maintenance                      | \$600.00                 |                          |                                       |                    |                          | \$600.00                  |                     |
| Legal Fees                                  | \$575.00                 |                          |                                       |                    |                          | \$575.00                  |                     |
| Elevator Ready                              | \$20,000.00              |                          |                                       |                    |                          | \$20,000.00               |                     |
| Bank Fee                                    | \$14.39                  |                          |                                       |                    |                          | \$14.39                   |                     |
| Cultivate Forward                           |                          |                          |                                       |                    | \$5,158.33               | \$5,158.33                |                     |
| ARPA Administration (C.Nass)                | \$923.50                 |                          |                                       |                    |                          | \$923.50                  |                     |
| <b>Total Disbursements</b>                  | <u>\$43,161.20</u>       | <u>\$0.00</u>            | <u>\$11,176.26</u>                    | <u>\$0.00</u>      | <u>\$5,158.33</u>        | <u>\$59,495.79</u>        | <u>\$28,089.99</u>  |
| <b>Ending Balance 06/30/2023</b>            | <u>\$158,303.31</u>      | <u>\$982.59</u>          | <u>\$61,389.53</u>                    | <u>\$80,000.00</u> | <u>\$57,860.16</u>       | <u>\$358,535.59</u>       | <u>\$392,741.78</u> |

June Properties: 711 Grandview  
957 Melrose

Curt A. Nass, Treasurer/Tax Collector