

Town of Bellefonte, Delaware

Town Meeting Minutes, October 9, 2023

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

Absent: None

Call to Order: The meeting was called to order at 7:08 pm.

Minutes to the Previous Meeting: Brandon made a motion to waive the reading of the August 14, 2023, meeting minutes and to approve as distributed; Logan seconded, all were in favor.

Resolution 2023-02 – Brandywine Hundred Fire Co. Anniversary: Scott made a motion to approve resolution, Ross seconded, all were in favor.

Special Guests and Public Comment:

Firehouse open house and Halloween Parade will be held October 28, 2023.

Councilman John Cartier presented the NCC Police crime report and code enforcement update, 8 cases, 2 resolved. John left flyers regarding contact information for his office and other County and State resources. He also complimented Town Commission on Town Picnic and activities. He also previewed a Commercial Corridor grant program meeting regarding the Philadelphia Pike corridor at BHFC fire hall in November. Further details to come.

Kathi McGuinness, Bellefonte Vintage, inquired about the electric on poles only being available at night (solar detector) and for the Board to consider an extension of the ARPA marketing contract.

Board of Adjustments: No activity.

Planning Commission: Jim Paradise presented. Committee working on Land Use Code, will not change variance hearing fee of \$750.

Treasurer's Report: Curt presented the Financial Report for September (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.

Tax Collector's Report: Curt Nass provided tax collector's report. About 95% of taxes have been paid.

Old Business/President's Report/Correspondence:

- Town property improvements update, waiting for plans for emergency lighting for security systems, fire suppression systems, construction pending for elevator
- Bellefonte Day update, Ice Cream Shoppe will invoice us for expenses.
- Street cleaning, contacted City of Wilmington; DELDOT truck went through Bellefonte
- ARPA-consideration for one-day insurance for 10/21 event by Cultivate Forward. Scott made motion, Ross seconded, all were in favor.
- Consideration to close beautification grant on November 30, 2023. Scott made a motion, Logan seconded, all were in favor.
- Consideration to donate \$1000 to St. Helena's food pantry and Kutz Home. Ross made a motion, Brandon seconded, all were in favor.

Public Comments:

Elisa King reminded us of the Fall event on October 21, 2023, on Brandywine Blvd.

New Business:

- Renewal of snow plowing contract, consideration for renewing contract for Jos. Finocchairo Bros for up to \$30,000. Andrew made a motion to authorize Scott to sign the contract, Brandon seconded, all were in favor.
- Resolution 2023-03- recognition of the 10th Anniversary of Lodge Lane Assisted Living, Scott made a motion, Andrew seconded, all were in favor.
- Consideration of \$200 in gift cards for BHFC quarter auction.

October 2023 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,480.88
Delmarva Power	Town Hall	\$151.90
Delmarva Power	Town Hall Annex gas	\$60.59
GFL Environmental	Monthly trash/recycling – August	\$11,656.16
Parkowski, Guerke, et al	September legal services – Inv 51	\$198.06
Penny Hill Landscaping	Contract payment - October	\$834.41
Penny Hill Landscaping	Fall flower planting	\$638.33
Comcast	Phone & Internet service – October (credit)	\$225.26
Veolia Suez Delaware	September water	\$20.00
Ice Cream Shoppe	Bellefonte Day ice cream at cost	\$580.00
Will Merlo	Town Hall Cleaning - October	\$100.00
Scott MacKenzie Reimb	Facebook advertising of Bellefonte Day	\$21.30
Scott MacKenzie Reimb	Amazon cleaning supplies Town Hall	\$107.88
Scott MacKenzie Reimb.	Amazon – certificate frames for resolutions	\$37.98
Scott MacKenzie Reimb.	Amazon – rep. bathroom doorknob	\$16.28
Scott MacKenzie Reimb.	Amazon – traffic cones & tape parking lot	\$44.97
Bryan Nye Reimb	Catering reimbursement for Bellefonte Day	\$2400.00
Hawaiian Entertainment & Catering	Tip for dancers – Bellefonte Day	\$50.00
Curt Nass Reimb.	Reim. For Surety Bond – Catania Anderson	\$570.00
Curt Nass Reimb.	Bellefonte Day supplies	\$8.98
ARPA payments		
Cultivate Forward	September contract payment	\$5,158.33
Reimburse Curt Nass	Wix annual subscription - Shops website	\$456.00
Brandywine Hundred Fire Co.	Donation	\$2,000
Kutz Nursing Home	Donation	\$1,000
St. Helena’s Community Food Pantry	Donation	\$1,000

Correspondence:

- Via USMail – from DelDot, annual survey re: snow plowing reimbursement. Given to Curt.
- Via USMail – from Energy Transfer of Marcus Hook, re: inventory of pollutants stored and the downstream accidental release potential.
- Via USMail – from NCC, quarterly assessment update.

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

Announcements:

- Next Planning Commission/Zoning Review Board meets every Monday at 7 pm or when they have an application. monthly meeting on Monday, November 6, 2023, at 7 pm.
- Next Town of Bellefonte Commission meeting, November 13, 2023, at 7 pm.
- A motion to adjourn the meeting was made at 8:50 pm without objection

Submitted by:

_____(signature copy on file at TH)_____

Andrew Ritchie

_____11-13-23_____

Approved:

10/09/23

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

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	Sept. 2022
Balance 09/01/2023	<u>\$186,475.21</u>	<u>\$982.59</u>	<u>\$58,578.10</u>	<u>\$80,000.00</u>	<u>\$46,620.00</u>	<u>\$372,655.90</u>	<u>\$378,137.17</u>
Receipts							
Property Transfer Tax						\$0.00	
Town Taxes	\$88,412.57					\$88,412.57	
MSAF Grant Transfer	(\$9,899.49)	\$9,899.49				\$0.00	
Insurance Refund	\$92.90					\$92.90	
Total Receipts	<u>\$78,605.98</u>	<u>\$9,899.49</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$88,505.47</u>	<u>\$122,177.30</u>
Disbursements							
GFL - Trash Collection			\$11,651.16			\$11,651.16	
Delmarva - Town Street Lights	\$1,480.02 Online					\$1,480.02	
Delmarva - TH Gas & Electric	\$161.57 Online					\$161.57	
Delmarva - Annex Gas	\$60.59 Online					\$60.59	
Comcast Cable	\$225.82 Online					\$225.82	
Reimburse - S.MacKenzie - TH Equipment/Food	\$424.65					\$424.65	
Reimburse - B.Nye - Town picnic	\$557.69					\$557.69	
Stairwell Renovation	\$1,575.00					\$1,575.00	
Landscaping (Aug. & Sept.)	\$1,668.82					\$1,668.82	
Tree Service	\$4,977.78					\$4,977.78	
Legal Fees	\$23.00					\$23.00	
Will Merlo-Maintenance	\$100.00					\$100.00	
Town Concerts	\$250.00					\$250.00	
Bank Fee	\$62.31					\$62.31	
ARPA Beautification Grants					\$500.00	\$500.00	
Cultivate Forward					\$5,158.33	\$5,158.33	
Total Disbursements	<u>\$11,567.25</u>	<u>\$0.00</u>	<u>\$11,651.16</u>	<u>\$0.00</u>	<u>\$5,658.33</u>	<u>\$28,876.74</u>	<u>\$15,733.14</u>
Ending Balance 09/30/2023	<u>\$253,513.94</u>	<u>\$10,882.08</u>	<u>\$46,926.94</u>	<u>\$80,000.00</u>	<u>\$40,961.67</u>	<u>\$432,284.63</u>	<u>\$484,581.33</u>

September Properties: