

Town of Bellefonte, Delaware
Town Meeting Minutes, February 12, 2023

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

Absent: None

Call to Order: The meeting was called to order at 7:05 pm.

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

Special Guests: New Castle County Councilman John Cartier presented the crime activity report and code enforcement report, two (2) open cases. Weldon House is nearing completion. Will be available for public meetings. Councilman Cartier has filed to run for re-election.

Board of Adjustments: Special use exception for 1223 Rosedale was approved.

Planning Commission: State would an update to the Comprehensive Plan. Update will reflect the 2023 annexation. Jim Paradise attended a virtual land use training 2/07 and will attend another in-person training 2/21 in Dover.

Treasurer's Report: Curt presented the Financial Report for January 2024 (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.

Kurt will address 1099 for interest received by the Town with Barbacane Thornton.

Tax Collector's Report: Curt Nass provided tax collector's report.

Old Business/President's Report/Correspondence:

Staircase, Scott is asking for approval for up to \$120,000 for the stairwell project. Brandon made a motion, Andrew seconded, all were in favor. Front door will be single door with sidelights.

Sidewalks, waiting for update on sidewalk repairs on Bellefonte Avenue. Received an agreement on replacement of sidewalks from town limit sign to Mt. Pleasant Elementary.

Ongoing problems in the parking lot, cars with expired tags that have not been moved in weeks.

Discussion of ARPA fund consideration for Ross Logan to rebuild the Shops of Bellefonte website for \$3000. Ross recused himself as commissioner for this topic. Brandon made a motion to proceed, Andrew seconded, all were in favor.

Andrew made the motion to approve to sign the contract for Ross Logan rebuilding the Shops of Bellefonte website for \$3000, Logan seconded, all were in favor.

Ross Logan resigned from the commission effective 2/12/2024.

Correspondence:

- Via USMail – US Commerce Dept Census Bureau – email and US mail about annexation. Scott is handling.
- Via email – DelDot agreement for sidewalk replacement on 1300 block of Brandywine.
- Via email – From DNREC Mosquito Spraying Agreement – Scott is handling.
- US Mail – Franchise Fee check from Comcast for \$5378.95.
- US Mail – Affidavit of public notice for BOA hearing for 1223 Rosedale.
- US Mail – Insurance survey CC copy of letter sent to NCC and BHFC re: survey of fire preparedness.

Public Comments: None

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New Business:

- Consideration to approve up to \$1200 for event insurance and children’s activity for Boulevard Spring Fling Flea (\$700 insurance/\$500 children’s activity). Andrew made a motion to approve, Scott seconded, all were in favor. Elisa King will advise who will be the primary on the event.
- Comprehensive Plan-for discussion, decision to amend Comp Plan or to renew for another five (5) years, tabled, will have a discussion with the planning commission.
- Verizon franchise contract-for consideration, approval for President to renew contract at current rate (3%); will renew contact at current terms
- Edgemoor area update, Delaware Community Benefits Agreement Coalition, virtual meeting on 2/13/2024
- Requests to use space in the building, town officers and volunteers may use the building.
- Scott is making a motion for up to \$2500 for a temporary sign at St. Helena’s corner, Andrew seconded, all were in favor. Sign will be interchangeable.

February Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,518.64
Delmarva Power	Town Hall	\$453.69
Delmarva Power	Town Hall Annex gas	\$253.87
GFL Environmental	Monthly trash/recycling – January	\$11,990.69
Parkowski, Guerke, et al	January legal services – Inv. 55	\$483.00
Veolia	Water service – January	\$94.89
New Castle County	Sewer	\$20.25
Comcast	Phone & Internet – February (credit)	Up to \$225.00
Will Merlo	Town Hall Cleaning - February	\$100.00
Will Merlo	Tulip bulb planting (1000)	\$350.00
Barbacane Thornton	Inv 50629 progress billing for audit	\$465.00
Dave Brenner Reimb.	Four keys made TH Annex (HD)	\$15.88
Scott MacKenzie Reimb	January meeting food	\$52.00
Scott MacKenzie Reimb	1000 Tulip bulbs (Holland Bulb Co.)	\$159.73
Steve Kimmel	Repair of Town bulletin board	\$400.00
Gannett	Public Notice for BOA hearing	\$71.04
Joe Finocchiaro	Snow removal for 1/15/2024	\$5,695.00
Joe Finocchiaro	Snow removal for 1/19/2024	\$6,395.00
<u>ARPA payments</u>		
Cultivate Forward	February contract payment	\$5,158.33
Ross Logan	Contract first payment	\$1,000.00

Scott made a motion to pay the bills; Brandon 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 March 4, 2024, at 7 pm.

- Next Town of Bellefonte Commission meeting, March 11, 2024, at 7 pm.
- A public hearing regarding the land use code will be held March 11, 2024, at 6 pm.
- A motion to adjourn the meeting was made at 8:45 pm without objection

Submitted by:

____Signature copy on file_____
 Andrew Ritchie

 Approved:

Town of Bellefonte Monthly Treasurers Report January 2024

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	Jan. 2023
Balance 01/01/2024	<u>\$238,171.31</u>	<u>\$6,427.80</u>	<u>\$45,885.96</u>	<u>\$80,000.00</u>	<u>\$20,986.68</u>	<u>\$391,471.75</u>	<u>\$471,578.54</u>
Receipts							
Property Transfer Tax						\$0.00	
Town Taxes	\$1,422.80					\$1,422.80	
Board of Adjustment Fee	\$700.00					\$700.00	
Street Light Repair Co-pay	\$565.00					\$565.00	
Total Receipts	<u>\$2,687.80</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,687.80</u>	<u>\$2,562.60</u>
Disbursements							
GFL - Trash Collection			\$11,651.16			\$11,651.16	
Delmarva - Town Street Lights	Online	\$1,482.48				\$1,482.48	
Delmarva - TH Gas & Electric	\$435.64 Online					\$435.64	
Delmarva - Annex Gas	\$220.59 Online					\$220.59	
Veolia Water	\$64.19					\$64.19	
Reimburse - S.MacKenzie - TH Equipment/Food	\$40.00					\$40.00	
Reimburse - S.Kimmel - Floor repairs	\$375.00					\$375.00	
Tax Collector Commission	\$7,366.50					\$7,366.50	
Landscaping	\$834.41					\$834.41	
Will Merlo-Maintenance/Holiday Decorations	\$790.00					\$790.00	
Legal Fees	\$23.00					\$23.00	
Bank Fee	\$11.05					\$11.05	
Cultivate Forward					\$5,158.33	\$5,158.33	
Total Disbursements	<u>\$10,160.38</u>	<u>\$1,482.48</u>	<u>\$11,651.16</u>	<u>\$0.00</u>	<u>\$5,158.33</u>	<u>\$28,452.35</u>	<u>\$63,987.31</u>
Ending Balance 01/31/2024	<u>\$230,698.73</u>	<u>\$4,945.32</u>	<u>\$34,234.80</u>	<u>\$80,000.00</u>	<u>\$15,828.35</u>	<u>\$365,707.20</u>	<u>\$410,153.83</u>

January Properties: