

Town of Bellefonte, Delaware

Town Meeting Minutes, June 8, 2026

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

Call to Order/Welcome – Brandon called meeting to order at 7 pm and welcomed attendees.

Minutes to the Previous Meeting – Brandon made a motion to waive the reading of the minutes and to approve them as distributed, Andrew seconded, and all were in favor. Copies were made available to attendees.

Special Guests/Public Comments:

John Cartier presented the Code Enforcement and Police Activity reports. John explained the partnership with the Town and explained the services under the LSA (Local Services Agreement). John reported that the NCC budget was approved for FY2027. He explained percentage of budget for each County service. Update about audit of assessments.

Committee Reports:

Board of Adjustments – No activity.

Planning Commission/Zoning Review Board – Update from Jim Paradise. ZRB approval for 1004 Fairview, new deck.

Treasurer's Report and Tax Collector's Report – Curt Nass presented the Monthly Report on the Town's financial status as of May 31 (attached). Presented the list of Delinquent Taxes. One that has been on the list for some time recently sold, so the Town will be receiving the back taxes plus penalties.

Scott made a motion to approve Barbacane Thornton as Auditor for FY2026, seconded by Logan, and all were in favor. Andrew motioned to approve the monthly report as presented, Dave seconded, and all were in approval.

Old Business:

- Town Property Improvements – No activity to report.
- Lamppost refurbishing – Scott made a motion to approve up to \$1,200 to replace burnt out crown lights, seconded by Brandon, and all approved.
- EECBG Battery Backup System & Solar Panels – Scott made motion, second Brandon, all in favor.
- DelDOT projects – Sidewalk, repaving, speed signs. No update from Deb Heffernan's office.
- Shops of Bellefonte Report – Status Report from Ronnie Durham of Mid Century Collections. Shop n Stroll on the 3rd Friday of each month June through August. Shops of Bellefonte being reorganized. Calendar – upcoming 4 businesses participating in the city's Art Loop.
- Edgemoor Port – No activity to report.
- **Board of Elections** – Per the memo received from Patty Vidiksis reports that there were two candidates who filed for office, Dave Brenner for Commissioner; and Curt Nass for Treasurer and Tax Collector. As they were uncontested, Mr. Brenner and Mr. Nass are elected to their seats. Both were offered to have the oath of office, but both were still under oath from their last election. There being two vacant Commission seats, Scott made a motion to appoint Brandon Dougherty and Andrew Ritchie as Commissioners to fill those seats until June 2028, seconded by Dave, and all approved.

Scott made a motion to approve Brandon as President for FY2027, seconded by Andrew, and all approved. Andrew made a motion to name Scott as Secretary for FY 2027, seconded by Dave, and all were in favor.

Correspondence:

- Via Email – NCC Dept of Community Service – Memo of Agreement renewal – Brandon signed the renewal.
- Via USmail – Energy Transfer of Marcus Hook, inventory of above ground storage tanks

Public Comments: Dave Johnson, Park requests signage about closing hours. Mr. Johnson was recommended to report people in the Park after sundown to NCC non-emergency phone number.

New Business:

• **ORDINANCE 2026-03 - APPROVAL OF FY 2027 TAX RATE, BUDGET and STIPEND SCHEDULE**, Consideration of Second Reading and Final Approval. Scott made a motion to make the second and final reading of the Ordinance, seconded by Logan, and all in favor. Brandon read the title, Dave pointed out that the title on the printed document said "Resolution." Brandon crossed it out and edited it to "Ordinance." Scott motioned to accept second reading and to approve, Logan seconded, and all were in favor.

• **RESOLUTION 2026-03 – AUTHORIZING THE SECRETARY TO ACT AS COORDINATOR FOR WILMAPCO BELLEFONTE PATHWAYS PROJECT.** Scott made motion to read in title, second by Andrew, and all in favor. Brandon read the Resolution. Andrew motioned to approve the Resolution as read, seconded by Dave, and all were in favor.

• **Consideration of recognition of the service of St. Rep. Debra Heffernan** -- The Commission reached consensus to dedicate the stairwell and lift with a plaque, and to pass a resolution in honor of Rep. Heffernan's contributions for display in Montrose Hall. Scott will get prices for a plaque and will draft a resolution.

Payment of the Bills:

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,317.23
Delmarva Power	Town Hall	\$204.30
Delmarva Power	Town Hall Annex gas	\$83.83
Casella	Monthly trash/recycling – May	\$12,868.74
Veolia	Water service – May service	\$20.34
Penny Hill Landscaping	June service contract	\$885.49
Barbacane Thornton	Audit – Inv. 55108	\$263.75
Barbacane Thornton	Audit – Inv. 55109	\$132.50
Barbacane Thornton	Inv 54452 – Outstanding balance	\$40.00
Check It Electric	Replacement of lamppost brackets	\$4,000.00
T-Mobile	Monthly service Internet & phone	\$52.50
T-Mobile	Monthly DIALPAD service	\$25.64
Will Merlo	Monthly cleaning	\$115.44
Dandelina Mediterranean Delights	Meeting food	\$50.00

Motion to pay the bills as read by Brandon, seconded by Andrew, and all in favor.

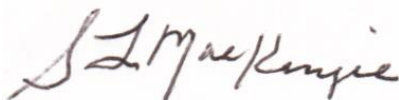
Scott read Stipend payment schedule (page 3 attached), Andrew motioned to pay, seconded by Brandon, and all were in favor.

Announcements/Adjournment

- Planning Commission, Monday, 7/6/26, 7 pm
- Town Meeting, Monday, 7/13/26, 7 pm

The meeting was adjourned by Brandon at 8:14 pm without objection.

Submitted by:



Scott MacKenzie, Secretary

06-08-26
Approved _____

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Town of Bellefonte FY2026 Stipends

June 8, 2026

	Meetings Attended	Per Meeting Stipend	Stipend	FICA Taxes	Net Payment	
Town Commission						
Scott MacKenzie	12	\$ 100.00	\$ 1,200.00	\$ 91.80	\$ 1,108.20	Paid June 2026
Andrew Ritchie	10	\$ 50.00	\$ 500.00	\$ 38.25	\$ 461.75	Paid June 2026
Logan Ritchie	11	\$ 50.00	\$ 550.00	\$ 42.08	\$ 507.93	Paid June 2026
Dave Brenner	12	\$ 50.00	\$ 600.00	\$ 45.90	\$ 554.10	Paid June 2026
Brandon Dougherty	11	\$ 50.00	\$ 550.00	\$ 42.08	\$ 507.93	Paid June 2026
Treasurer						
Curt Nass			\$ 1,200.00	\$ 91.80	\$ 1,108.20	Paid June 2026
Planning Commission						
Frank Holodick	11	\$ 50.00	\$ 550.00	\$ 42.08	\$ 507.93	Paid June 2026
Andrew Moore	11	\$ 50.00	\$ 550.00	\$ 42.08	\$ 507.93	Paid June 2026
Jim Paradise	11	\$ 50.00	\$ 550.00	\$ 42.08	\$ 507.93	Paid June 2026
Steve Kimmel	11	\$ 50.00	\$ 550.00	\$ 42.08	\$ 507.93	Paid June 2026
Ken Neborak	11	\$ 50.00	\$ 550.00	\$ 42.08	\$ 507.93	Paid June 2026
Total Stipend Payments			\$ 7,350.00	\$ 562.28	\$ 6,787.73	Total for Approval
Town Portion of Taxes				\$ 562.28		
Total to US Treasury					\$ 1,124.55	
Will Merlo	3	\$ 125.00	\$ 375.00	\$ 28.69	\$ 346.31	
Town Portion of Taxes				\$ 28.69		
Total to US Treasury for Q2 2026					\$ 57.38	
Total Q2 Taxes to US Treasury			\$ 7,725.00	x .153	\$ 1,181.93	Total for Approval

06-08-26

**Town of Bellefonte
Monthly Treasurers Report
May 2026**

	Town Account (5751)	MSAF Account (5312)	Property Transfer Account (8041)	Special Projects & Grants (8097)	WSFS Bank CD	Total of Town Accounts	May 2025
					3.649%		
Balance 05/01/2026	<u>\$163,021.68</u>	<u>\$7,582.70</u>	<u>\$34,430.42</u>	<u>\$10,260.00</u>	<u>\$50,992.86</u>	<u>\$266,287.66</u>	<u>\$230,252.57</u>
Receipts							
Property Transfer Tax			\$12,450.00			\$12,450.00	
Total Receipts	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$12,450.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$12,450.00</u>	<u>\$3,900.00</u>
Disbursements							
GFL - Trash Collection	Online		\$12,852.98			\$12,852.98	
Delmarva - Town Street Lights	Online	\$1,317.23				\$1,317.23	
Delmarva - TH Gas & Electric	\$297.13 Online					\$297.13	
Delmarva - Annex Gas	\$120.55 Online					\$120.55	
Veolia	\$20.34 Online					\$20.34	
T-Mobile Phone	\$101.70					\$101.70	
NC County - Sewer	\$57.50					\$57.50	
Will Merlo - Maintenance	\$230.88					\$230.88	
Parkowski, Guerke - Legal	\$28.00					\$28.00	
Landscaping	\$885.49					\$885.49	
Selective Insurance	\$11,475.00					\$11,475.00	
Lampost Repair - Click-it Electrical	\$4,000.00					\$4,000.00	
Bank Fee	\$218.75	\$3.00	\$3.00	\$3.00		\$227.75	
Total Disbursements	<u>\$17,435.34</u>	<u>\$1,320.23</u>	<u>\$12,855.98</u>	<u>\$3.00</u>	<u>\$0.00</u>	<u>\$31,614.55</u>	<u>\$25,230.64</u>
Ending Balance 05/31/2026	<u>\$145,586.34</u>	<u>\$6,262.47</u>	<u>\$34,024.44</u>	<u>\$10,257.00</u>	<u>\$50,992.86</u>	<u>\$247,123.11</u>	<u>\$208,921.93</u>

May Properties: 1108 Prospect \$390,000
402 Grove \$440,000

Curt A. Nass, Treasurer/Tax Collector



Town of Bellefonte, Delaware

Ordinance

~~Resolution~~ 2026-03 — for approval at the 6/8/2026 meeting

APPROVAL OF FY 2027 TAX RATE, BUDGET and STIPEND SCHEDULE

BE IT RESOLVED by the Commissioners of the Town of Bellefonte, after careful consideration, do hereby reaffirm that

WHEREAS the Bellefonte Town Commission does hereby approve by majority, a Real Property Tax Rate of \$.08 per \$100 of valuation; and

WHEREAS the Commissioners of the Town of Bellefonte did, at the same town meeting approve an operating budget of \$454,150 in revenues, and \$357,950 in expenses; and

WHEREAS, the Bellefonte Town Commission does hereby approve the following fee schedule for stipends for FY2027:

Treasurer: \$100/mo. Secretary: \$100/mo. Commissioners: \$50/mo.
Sexton: \$120/mo. Tax collector: 6% of taxes collected
Planning Commission/ZRB members: \$50/mo. for each monthly meeting attended.

The above stipends will only be paid for a month of active service (stipends not paid to absent officers per month) and must be paid once a year, by submitting an invoice to the Commission for approval. Stipends must not include FICA taxes which must be withheld.

THEREFORE, the Bellefonte Town Commission does hereby approve the FY 2027 Tax Rate on Real Property, the 2027 FY Budget, and the 2027 Stipend Fee Schedule.

Approved by majority vote of the Bellefonte Town Commission, May 11, 2026 and June 8, 2026.


President Date


Affirmed: Secretary Date

Town of Bellefonte Budget FY 2027

Cash Reserves, Opening Balance	145,000
REVENUES	
Tax Collection	141,000
Property Transfer Tax	60,000
Cable/FIOS Franchise Royalties	10,000
Grants (MSAF/Other)	20,000
Grants (Other)	75,500
Other/SRECS	650
Interest Income	2,000
TOTAL REVENUES and CARRYOVER	454,150
EXPENSES	
Advertising/Public Notices	500
Attorneys Fees	4,000
Audit Expense	10,000
Bank Fees	500
Capital Improvements & Maintenance-Town Properties	10,000
Capital Improvements-Lampposts	3,000
Capital Improvements-Park	1,000
Commissioners & PC Commissioners Stipends	7,500
Community Activities	5,000
Consultant Fees	1,500
Custodial Stipend	1,500
Donations	2,500
Façade Program Grant Fund	0
Grants - expenditures	75,500
Insurance & Surety Bond	13,000
Landscaping/Beautification	11,000
Office Supplies & Equipment	500
Other/Conference/Meeting Expense	1,000
Planning Commission Expenses	500
Postage/Mailing	750
Snow Plowing	20,000
Sponsorships	1,500
Tax Collector's Commission	9,000
Town Utilities	20,000
Trash Collection	155,000
Treasurer's Stipend	1,200
US Treasury	2,000
TOTAL EXPENSES	\$357,950
FISCAL YEAR BALANCE	\$96,200



**RESOLUTION 2026-03 – AUTHORIZING THE SECRETARY TO ACT AS
COORDINATOR FOR WILMAPCO BELLEFONTE PATHWAYS PROJECT**

WHEREAS, the Bellefonte Town Commission requested WILMAPCO (Wilmington Area Planning Council assistance in creating pedestrian corridors (BELLEFONTE PATHWAYS) through Town, and

WHEREAS, WILMAPCO voted to approve the BELLEFONTE PATHWAYS project as part of its 2027 Unified Planning Work Program (UPWP), committing funds and effort necessary to assess the need, prepare development plans, establish the cost, and assist the Town in identifying possible funding for this project;

NOW THEREFORE, The Bellefonte Town Commission hereby authorizes and directs Town Secretary Scott MacKenzie to act as project coordinator for PATHWAYS, and directs him to coordinate the project with WILMAPCO, signing agreements of understanding, etc. for the furtherance of this project. The Secretary is hereby directed to report all activities regarding this project to the Commission and to seek further approvals as needed. The Secretary is NOT authorized to pledge or commit any funds without the expressed approval of the Town Commission.

This Resolution is effective on the date of approval.

Signed: Brandon Dougherty
Brandon Dougherty, President

Date: 6/8/26

Attest: Scott MacKenzie
Scott MacKenzie, Secretary

Date: 6-8-26