

**Town of Bellefonte, Delaware**  
Town Meeting Minutes  
February 13, 2017

**Attending:** Dave Brenner, Brandon Dougherty, Scott MacKenzie, and Andrew Ritchie

**Excused:** Ross Logan

**Special Guests:** John Cartier presented crime/police report and said that he would work to connect the Town with Dept. of Land Use to smooth out the Building Permit process.

Kathy MacDonough asked about status of legislation drafted by Harris McDowell about property recording and transfer. John said that he did not know but that he would find out and report back to Kathy.

**Minutes to Previous Meeting:** Scott made a motion to waive the reading of the minutes to the previous meeting and to approve them as distributed, seconded by Brandon, and the motion was approved all in favor.

**Building Inspector:** The Town received a final report from Kyle Bendler of BIU and that there are a few open permits that still need to be closed. Deldot has given its approval of the plan for driveways and openings for Showorks on Philadelphia Pike. The plumbing permits are closed for Showorks and BIU will be supplying stickers for Jesse Logan.

**Planning Commission** – Carol Dougherty reported that the Planning Commission continues reviewing the 2007 plan and making edits and corrections. They will be meeting on two upcoming Sundays for working meetings to continue editing the document. These meetings are open to the public.

**Treasurer and Tax Collectors report** – Curt presented the report of the Financial standing and Tax Collection (see attached).

Brandon made a motion to approve Curt's report, seconded by Andrew Ritchie, and all approved the motion. Scott requested that Curt prepare a report of overdue taxes for the next meeting.

Dave reported that the Town had received a request from the Delaware League of Local Government about a proposal to reduce the share of Transfer Tax from 1.50% to 1.25%. Scott said that he had estimated the loss to our budget at \$8,000 to \$10,000 per year out of the budgeted \$55,000/year. Scott said that we would likely not know the outcome of the budget negotiations until passed, but that any change would likely take place a year later, allowing the Town to adjust its tax rate and budget to compensate for the loss of a portion of Property Transfer tax. Unlike many towns in Delaware, we have few facilities to maintain and no fulltime staff, so this will not be a major challenge to our fiscal health.

**New Business:**

**Mosquito Spraying:** Dave said we have received a request from DNREC to approve or disapprove mosquito spraying inside our boundaries related to Zika virus. Scott made a motion to approve mosquito spraying agreement with DNREC, seconded by Andy and all approved.

**5K Fundraiser:** The Town received a request from Ed Mulvihill of PECO's Liquors to use the park for an after-party following a 5K fundraiser race being held for Canines for Service (service dog charity). He requested a one day waiver to serve beer and wine in the park to racers. The Commission agreed that it would be allowed once the insurance matter was settled and that the Town had no liability.

**Capital Improvements:** Andy presented plans for Accessible Entrance to Annex. Scott reported that he had completed an application for DelDOT approval and are awaiting their approval before proceeding with permits for the project.

**Street Improvements:** A discussion was held about the lag time between the request and the actual repairs/repaving. Since it seems to take two years, the Commissioners agreed to request an assessment by DelDOT of repairs to Prospect and Highland Avenues. Scott made a motion to ask Dave to write to Sen. McDowell and Rep. Heffernan to ask for a DelDOT assessment of repair on Highland and Prospect Ave., seconded by Brandon, all in favor.

**Land Use Code Update:** (This item is a placeholder; Planning Commission to address after Comp Plan is completed)

**New Business**

The following correspondence was reviewed:

- FOIA request from P. Kostyshyn opened 2/6 and response mailed 2/11
- Permit information requested Manny Shaw, 1101 Brandywine Blvd. Referred to Land Use Code.
- Carol McCannon calling about taxes on 1214 Talley Rd. Referred to Curt.
- Dr. Simmons calling about variance for 715 Rosedale. Needs follow-up.
- Bill Matthews, State Office of Planning Coordination. Referred to Carol Dougherty. Issue resolved.
- DelDOT request to submit repair agreements electronically. Referred to Dave.
- Donation acknowledgement from Brandywine Hundred Fire Company.

Review of Bills: The following bills were read for approval:

Payee	Description	Amount
Will Merlo	Sexton expense (Feb)	\$50.00
Scott MacKenzie, reimb	Jan. Meeting pizza	\$24.98
Scott MacKenzie, reimb.	Office supplies	\$40.17
Barbacane Thornton	Progress billing, audit	\$2,625.00
Comcast	Monthly internet/phone	\$158.23
Waste Industries	Monthly Trash/Recycling	\$13,218.00
Delmarva Power	Town Hall gas	\$175.22
Delmarva Power	Streetlights	\$1570.32
Delmarva Power	Town Hall electric	\$456.97
Suez Water Delaware	Monthly service	\$32.54
Curt Nass	Tax collectors commission	9,049.57
US Treasury	Tax on Curt's commission	1,499.28

Andrew made a motion to pay bills as read, seconded by Brandon, all in favor,

Scott requested approval of up to \$100 for storage tubs for the Holiday lamppost decorations and for their removal. Dave made a motion for up to \$100 for storage tubs for lampposts decorations.

Scott raised the issue of Spring banners. He said he will research costs for Spring banners.

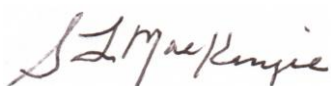
**Announcements:**

Planning Commission Meeting - March 6, 2017, at 7 pm.

Town Meeting - Monday, March 13, 2017, at 7 pm.

Brandon made a motions to adjourn, seconded by Dave, and the meeting was adjourned at 8:45.

Submitted by:



Approved: 03-13-17

Town of Bellefonte  
Monthly Treasurers Report  
January 2017 Report

	Town Account	MSAF Account	Property Transfer Account	Town Accounts Sub-Total	January 2016	
1	Balance 01/01/17	\$129,268.92	\$4,950.79	\$128,124.20	<b>\$262,343.91</b>	251,055
Receipts						
2	Town Taxes	176.64			<b>176.64</b>	
3	Property Transfer Tax		1,588.50		<b>1,588.50</b>	
4	Energy Credits	278.70			<b>278.70</b>	
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5	Total Receipts	455.34	0.00	1,588.50	2,043.84	3,455
Disbursements						
6	Trash Collection	13,218.00			<b>13,218.00</b>	
7	Snow Plowing	2,267.00			<b>2,267.00</b>	
8	Town Utilities	346.15	1,484.24		<b>1,830.39</b>	
9	Landscaping	670.95			<b>670.95</b>	
10	Donation	300.00			<b>300.00</b>	
11	Internet Fees	203.28			<b>203.28</b>	
12	Community Activities	160.51			<b>160.51</b>	
13	Maintenance	50.00			<b>50.00</b>	
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14	Total Disbursements	17,215.89	1,484.24	0.00	<b>18,700.13</b>	25,109
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15	Ending Balance 01/31/17	\$112,508.37	\$3,466.55	\$129,712.70	<b>\$245,687.62</b>	229,401
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January  
Properties: 1016 Talley

Curt A. Nass  
Treasurer/Tax Collector