

Town of Bellefonte, Delaware

Public Hearing: Edits made at the April 8 Town Meeting were explained to members of the Planning Commission who attended.

Town Meeting Minutes, May 13, 2024

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

Absent: None

Call to Order: The meeting was called to order at 7:00 pm.

Minutes to the Previous Meeting: Brandon made the motion to approve the minutes for April; seconded by Dave, all were in favor.

Special Guests: Councilman John Cartier presented NCC Code Enforcement Report and Community Crime Report to the Commission. NCC proposed budget with no property tax increase and no sewer increase.

Board of Adjustments: No activity to report. One vacant position on board.

Planning Commission: No meeting in May. Nothing to report. One vacant position on board.

Board of Elections: Patty reported that Curt Nass filed for position, declared Treasurer. Remaining Commission members (Scott and Logan) will appoint 3rd Commissioner, and then 4th Commissioner will be appointed. June meeting will need to be changed to June 17 at 7 pm.

Treasurer's Report: Curt presented the Financial Report for April 2024 (attached) and a monthly progress budget report for Commission review. Andrew made a motion to accept the Treasurer's report as presented, Dave seconded, all were in favor.

Tax Collector's Report: Curt Nass provided tax collector's report. No update on delinquent taxes. One property approaching the \$1,000 threshold for collection.

Dave made a motion to reappoint Barbacane-Thornton as town auditor, Logan seconded, all were in favor.

Old Business/President's Report/Correspondence:

Town Hall improvements, Staircase has been completed, awaiting lift. Adding breaking bars to front and side entry doors in Town Hall.

Sidewalks, no update on sidewalk repairs on Bellefonte Avenue. Scott will have an update in June.

Three (3) potholes reported in town.

Edison Lights on Brandywine Blvd., lights were repaired at entrance to parking lot by Scott and Dave.

MacDonough Memorial, will be held June 7, 2024. Jaime Parker will perform and do the memorial and the concert. The memorial will start at 6 pm and the concert at 7 pm.

Summer concerts Jaime Parker for June, Diamond Swing for July, James Spadola for August will also have popcorn and water ice.

Website migration is completed. Town Commission to review Shops.townofbellefonte.com. Scott recommended starting the site. Set up with dot gov domain and Google analytics.

Public Comments: None

New Business:

- Reading of Ordinance, Two (2) public hearings have been held. This was the second reading in title only for the ordinances 2024-01 Planning Commission 2024; (Board of Adjustment) 2024-03 Land Use Code. Brandon voted yes to address town needs. Dave voted yes because it was a lot of work and an in-depth process to address town needs. Logan voted yes because the town feedback was taken into account. Scott voted yes because of the deliberate process developed two (2) years in the making. Andrew voted yes because of the lengthy deliberate effort with little or no positive or negative feedback from community.

- Scott made a motion to proceed with reading of Land Use Act of 2024 in title only, Brandon seconded, all were in favor. Scott made reading. Scott made motion to approve ordinance 01,02, 03, Logan seconded, all were in favor.
- Scott made a motion to approve up to \$750 for bathrooms and washstands to be direct billed to town for Bellefonte Art Festival, seconded by Logan, all were in favor. ARPA money will be used for this.
- Discussion of 2024-25 Proposed Budget. Scott presented the proposed budget. Resolution 2024-01 presented for consideration to approve real property tax rate of \$.40 per \$100 of valuation and approve an operating budget to \$220,650 in revenues, and \$295,400 in expenses and approving the stipend fee schedule for FY2025. Scott read resolution in entity. Dave made a motion to approve, Brandon seconded, all were in favor.
- September 28, 2024, Bellefonte Town Picnic
- All encouraged to call NCC Police for cars parked along yellow curbs near downtown corners.
- Discussion regarding the noise; mostly on Sunday evenings

May 2024 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,536.30
Delmarva Power	Town Hall	\$221.81
Delmarva Power	Town Hall Annex gas	\$106.29
GFL Environmental	Monthly trash/recycling – May	(no bill) Up to \$12,050.00
Parkowski, Guerke, et al	March legal services – Inv. 58	\$138.00
Pennyhill Landscaping	May contract payment	\$885.49
Veolia	Water service – April - overdue	\$66.00
Comcast	Phone & Internet – April	\$253.50
New Castle County	Sewer Bill	\$20.25
Gannett Media	Public Notice News Journal	\$164.28
Will Merlo	Town Hall Cleaning - May	\$100.00
Scott MacKenzie Reimb	April meeting food	\$54.00
Scott MacKenzie Reimb.	Bellefonte Flag	\$24.95
Deldeo Builders	Progress billing for stairwell construction	\$34,000.00
Selective Insurance	Liability and Directors Liability Premium	\$11,403
Pat Anker	Reimb. For bathtub flowers	\$100.00
<u>ARPA payments</u>		
Curt Nass	ARPA Treasurers stipend	\$923.50
U.S. Treasury	FICA for Treasures stipend	\$76.50

Correspondence:

- Via USMail – Insurance Services Office re: testing hydrants (cc of letter to BHFC)
- Via USPS – From News Journal, affidavit of publication, Public Notice
- Via USPS – From Tyler Technologies, survey for assessment of Town Hall
- Via USPS – Energy Transfer Marcys Hook, inventory of chemicals stored

Scott made a motion to pay the bills as read, Dave seconded, all were 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, June 3, 2024, at 7 pm.
- Next Town of Bellefonte Commission meeting, June 17, 2024, at 7 pm.
- A motion to adjourn the meeting was made at 8:21 pm without objection

Submitted by: Andrew Ritchie

Andrew Ritchie

Approved:

Town of Bellefonte Monthly Treasurers Report April 2024

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	April 2023
Balance 04/01/2024	<u>\$224,488.76</u>	<u>\$1,893.04</u>	<u>\$37,438.42</u>	<u>\$80,000.00</u>	<u>\$3,511.69</u>	<u>\$347,331.91</u>	<u>\$439,152.78</u>
Receipts							
Property Transfer Tax			\$13,296.78			\$13,296.78	
Town Taxes	\$274.42					\$274.42	
Total Receipts	<u>\$274.42</u>	<u>\$0.00</u>	<u>\$13,296.78</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$13,571.20</u>	<u>\$3,781.95</u>
Disbursements							
GFL - Trash Collection			\$12,040.69			\$12,040.69	
Delmarva - Town Street Lights	\$1,536.72 Online					\$1,536.72	
Delmarva - TH Gas & Electric	\$355.41 Online					\$355.41	
Delmarva - Annex Gas	\$142.10 Online					\$142.10	
Comcast Cable	\$248.70 Online					\$248.70	
Veolia - Water	\$23.47					\$23.47	
Reimburse - S.MacKenzie - TH Equipment/Food	\$76.59					\$76.59	
Community Activities - Facepainting	\$250.00					\$250.00	
Deldeo Builders - Stairwell/Elevator	\$45,000.00					\$45,000.00	
Will Merlo - Maintenance	\$100.00					\$100.00	
US Treasury - Q1 Taxes	\$1,220.44					\$1,220.44	
Legal Fees	\$600.00					\$600.00	
Barbacane/Thornton - Audit	\$1,395.00					\$1,395.00	
Bank Fee	\$30.29					\$30.29	
Ross Logan - Website Maintenance					\$1,000.00	\$1,000.00	
Total Disbursements	<u>\$50,978.72</u>	<u>\$0.00</u>	<u>\$12,040.69</u>	<u>\$0.00</u>	<u>\$1,000.00</u>	<u>\$64,019.41</u>	<u>\$20,557.81</u>
Ending Balance 04/30/2024	<u>\$173,784.46</u>	<u>\$1,893.04</u>	<u>\$38,694.51</u>	<u>\$80,000.00</u>	<u>\$2,511.69</u>	<u>\$296,883.70</u>	<u>\$422,376.92</u>

April Properties: 903 Maple
700 Maple
706 Rosedale