

Town of Bellefonte, Delaware
Town Meeting Minutes, June 17, 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 7:15 pm.

Minutes to the Previous Meeting:

Dave made the motion to approve the minutes for May; seconded by Logan, all were in favor.

Special Guests: Councilman John Cartier presented NCC Code Enforcement Report, eight (8) open cases, four (4) resolved, and Community Crime Report to the Commission. FY 2025 budget passed by NCC, no property tax increase or sewer rate increase, including and \$8 million for pay increases for NCC Police. Study underway to keep funding for volunteer fire companies, potential for fire fees to be implemented in the future.

Ellen Benitez addressed Rosedale and Bellefonte Avenue intersection and intersections on Rodman that have no stop signs. Scott will follow-up with Debra Heffernan about DelDOT's advice re: these intersections.

Board of Adjustments: No activity to report.

Planning Commission: Ice Cream Shoppe wants to add a garage on back of property. Land Use Code is now on website with supporting legislation and published in News Journal.

Board of Elections: No report.

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

Tax Collector's Report: Curt Nass provided tax collector's report. No update on delinquent taxes. Tax bills will go out next month.

Scott recommended donating remaining ARPA funds be donated \$832.16 to Food Bank of Delaware, Brandon seconded, all were in favor.

Old Business/President's Report/Correspondence:

- Town Hall improvements, Staircase has been completed, awaiting lift. Inspections by Fire Marshall and NCC. Fire extinguishers need to be mounted as per Fire Marshall. Hand rail required by NCC to close permit. Lift permit will fulfill requirement of a hand rail. HVAC filters have been cleaned.
- Sidewalks, no update on sidewalk repairs on Bellefonte Avenue.
- About fifty (50) people attended the MacDonough Memorial, very successful community event.
- Diamond Swing for July 12 summer concert. Look next year to possible line up with first Friday downtown events.
- ARPA - Website migration not yet completed, should be resolved in a couple of days.

Public Comments: None

Transition of Government:

Scott stated that it is the opinion of the Town Solicitor that, although not a quorum, Logan Ritchie and he are the duly constituted governing body of the Town of Bellefonte. As such, Scott made a motion to nominate Brandon Dougherty to the fill the vacant Commissioner chair (expiring 6/2026), Logan seconded, all were in favor. Brandon took his seat. Scott then made a motion to nominate Andrew Ritchie to the Commission (expiring 6/2026), Logan seconded, and all were in favor. Scott then made a motion to nominate Dave Brenner to the Commission (expiring 6/2026), Logan seconded, and all were in favor. Scott said that all seated Commissioners have already taken the Delaware Oath of Office, but asked if anyone wanted to sworn again. There were no takers. Scott said that the only officer to complete registration for office, Curt Nass, was uncontested and is now Treasurer and Tax Collector (expiring 6/2026).

Scott nominated Brandon as President, Dave seconded, and all were in favor.

Andrew nominated Scott as Secretary, Dave seconded, and all were in favor.

Correspondence:

- Via USMail – From Selective Insurance, letter of reinstatement of insurance
- Via USPS – From News Journal, affidavit of publication, Public Notice
- Via Email – DNREC, notice of available Energy Grant Funding
- Via Email – DE Controller’s Office, notice of Community Redevelopment Grant
- Via USPSS – Energy Transfer, Marcus Hook, Notice of list of above ground storage tanks.

New Business:

- Land Use Code updated on website and copies made for Planning Commission
- Town will be for Energy Efficiency Grant up to \$100,000 with priorities being LED streetlights, battery storage for Town Hall solar energy system, and roof insulation on Annex roof.
- Business Façade Grant Program with a budget of \$10,000 businesses may apply for grants to launch on July 1, 2024, to include windows and include business districts in downtown and Philadelphia Pike, five (5) grants, all work to be done by November 30, 2024. Scott will create application and send out communications to businesses.
- Dangerous intersections-recommend 4-way stop signs, Scott will contact DelDot to inquire about remedies.
- Resolution 2024-02-Kathy MacDonough Memorial Resolution for approval. Scott made a motion to read resolution in title only, Logan seconded, all were in favor. Brandon read resolution in title only. Scott made a motion to approve the resolution, Logan seconded, and all were in favor.
- September 28, 2024, Bellefonte Day and Bellefonte Town Picnic, Andrew made a motion to approve up to \$2,000 for Bellefonte Day, Scott seconded, and all were in favor

June 2024 Bills

Payee	Description	Amount
Delmarva Power	Streetlights	\$1,508.63
Delmarva Power	Town Hall	\$109.70
Delmarva Power	Town Hall Annex gas	\$70.49
GFL Environmental	Monthly trash/recycling – June	\$11,991.42
Parkowski, Guerke, et al	May legal services – Inv. 59	\$1037.16
Pennyhill Landscaping	June contract payment	\$885.49
Veolia	Water service – May – Credit balance	Up to \$20.00
Comcast	Phone & Internet – June	\$271.74
Gannett Delaware	Public Notice of new LUC	\$60.20
Will Merlo	Town Hall Cleaning – June extra	\$200.00
Trophy Shop	Kathy MacDonough memorial plaques	\$178.00
Brandon Dougherty	Ritas water ice for concert	\$48.00
Scott MacKenzie Reimb.	May meeting food	\$55.00
Scott MacKenzie Reimb	25 copies of Land Use Code (Aztec)	\$220.00
Scott MacKenzie Reimb.	Beverages for concert (BJs)	\$67.15
Scott MacKenzie Reimb	Ice for Concert (PECOs)	\$9.00
Scott MacKenzie Reimb.	3 Fire extinguishers for TH (Amazon)	\$158.94
Scott MacKenzie Reimb.	25 string Edison lights (Amazon)	\$34.99
	Low clearance signs (2)	\$16.38
Scott MacKenzie Reimb.	2 American flags (Until Gone)	\$22.94
Deldeo Builders	Final billing for stairwell construction	(PAID) \$35,750.00
Elevator Ready	Final payment – stair lift	\$9,500.00
Jaime Parker	Memorial Concert entertainment	\$300.00
Selective Insurance	Reinstatement Fee	\$30.00
<u>ARPA payments</u>		
A-1 Sanitation Special Events	Bathrooms for Arts Festival	\$756.03
Food Bank of Delaware	Donation of Remaining Funds	\$832.16

Town of Bellefonte 2024 Stipends						June 17, 2024
	Meetings Attended	Meeting Stipend	Stipend		FICA Taxes	Net Payment
Town Commission						
Scott MacKenzie	11	\$50.00	\$550.00		\$42.08	\$507.93
Andrew Ritchie	10	\$100.00	\$1,000.00		\$76.50	\$923.50
Logan Ritchie	11	\$50.00	\$550.00		\$42.08	\$507.93
Dave Brenner	3	\$50.00	\$150.00		\$11.48	\$138.53
Ross Logan	8	\$50.00	\$400.00		\$30.60	\$369.40
Brandon Dougherty	11	\$50.00	\$550.00		\$42.08	\$507.93
Curt Nass, Treasurer			\$1,200.00		\$91.80	\$1,108.20
ARPA Treasurer						
Curt Nass			\$1,000.00		\$76.50	\$923.50
Planning Commission						
Kathy MacDonough	0	\$50.00	\$-		\$-	\$-
Frank Holodick	11	\$50.00	\$550.00		\$42.08	\$507.93
Andrew Moore	11	\$50.00	\$550.00		\$42.08	\$507.93
Jim Paradise	11	\$50.00	\$550.00		\$42.08	\$507.93
Steve Kimmel	11	\$50.00	\$550.00		\$42.08	\$507.93
Total Payments						
			\$7,600.00		\$581.40	\$7,018.60
						\$(923.50)
						\$6,095.10
Town Portion of Taxes						
					\$581.40	
Total to US Treasury						
						\$1,162.80

Brandon made a motion to pay the bills as read, Scott 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, July 1, 2024, at 7 pm.
- Next Town of Bellefonte Commission meeting, July 8, 2024, at 7 pm.
- A motion to adjourn the meeting was made at 9:15 pm without objection

Submitted by: Andrew Ritchie

Andrew Ritchie

Approved:

06-17-24

Town of Bellefonte Monthly Treasurers Report May 2024

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	May 2023
Balance 05/01/2024	<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>
Receipts							
Property Transfer Tax			\$9,375.00			\$9,375.00	
Town Taxes	\$100.00					\$100.00	
	\$92.90					\$92.90	
Total Receipts	<u>\$192.90</u>	<u>\$0.00</u>	<u>\$9,375.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$9,567.90</u>	<u>\$6,399.95</u>
Disbursements							
GFL - Trash Collection			\$11,991.42			\$11,991.42	
Delmarva - Town Street Lights	\$1,536.30	Online				\$1,536.30	
Delmarva - TH Gas & Electric	\$221.81	Online				\$221.81	
Delmarva - Annex Gas	\$106.29	Online				\$106.29	
Comcast Cable	\$253.50	Online				\$253.50	
New Castle County - Sewer	\$20.25					\$20.25	
Veolia - Water	\$66.00					\$66.00	
Reimburse - S.MacKenzie - TH Equipment/Food	\$78.95					\$78.95	
Landscaping	\$885.49					\$885.49	
Deldeo Builders - Stairwell/Elevator	\$34,000.00					\$34,000.00	
Will Merlo - Maintenance	\$100.00					\$100.00	
News Journal - Public Ads	\$164.28					\$164.28	
Legal Fees	\$138.00					\$138.00	
Bank Fee	\$50.92					\$50.92	
Curt Nass - Administration					\$923.50	\$923.50	
Total Disbursements	<u>\$37,621.79</u>	<u>\$0.00</u>	<u>\$11,991.42</u>	<u>\$0.00</u>	<u>\$923.50</u>	<u>\$50,536.71</u>	<u>\$20,513.39</u>
Ending Balance 05/31/2024	<u>\$136,355.57</u>	<u>\$1,893.04</u>	<u>\$36,078.09</u>	<u>\$80,000.00</u>	<u>\$1,588.19</u>	<u>\$255,914.89</u>	<u>\$408,263.48</u>

May Properties: 606 Brandywine
813 Fairview

Curt A. Nass, Treasurer/Tax Collector