

**Town of Bellefonte, Delaware**  
**Town Meeting Minutes, August 12, 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 7:02 pm.

**Minutes to the Previous Meeting:** Scott made the motion to waive the reading of minutes approve the minutes for May as distributed; seconded by Logan, all were in favor.

**Special Guests:** Kathi McInnes of Bellefonte Boutique, representing the Shops of Bellefonte, said that the Boo-tique and Monster Market have been scheduled for October 12.

**Board of Adjustments:** No activity to report.

**Planning Commission:** No meeting in July, PC met on August 12 and voted to approve revision to the Annexation section of the Comprehensive Plan. Scott said he will work with Jim Paradise to prepare a resolution to pass at the September meeting.

**Treasurer's Report:** Curt presented the Financial Report for July (attached). Andrew made a motion to accept, seconded by Scott, and all were in favor.

**Tax Collector's Report:** Curt Nass provided tax collector's report. Curt presented the new list of delinquent taxes. While there are some owners who are overdue more than one year, they haven't met the criteria over \$1,000 to give to the town solicitor for follow-up. There was consensus to wait until the October meeting after this year's taxes are due. The Commission also authorized Curt to reinvest our certificate of deposit for no more than one year.

**Old Business/President's Report/Correspondence:**

- Town Hall Improvements – No activity. Scott will contact Elevator Ready to see when installation is happening.
- Sidewalks and Lampposts – Dave and Scott fixed all places where Edison lights were sagging. Two crown lights have been reported to electrician for repair. Scott will find out the status of the sidewalks on Bellefonte Ave.
- Shops of Bellefonte website – control passed to Valerie White and Boo-tique and Monster Market have been posted.
- Summer Concert Series – Both Diamond Swing and Spadola concerts canceled because of rain. Spadola has been rescheduled for September 21 at 7 pm. Diamond Swing scheduled for Bellefonte Day.
- Façade Grant Program – two merchants applied and Curt will notify them they are approved to proceed. Scott suggested that the other grants be offered in January after we see how much Transfer Tax has been collected.
- Edgemoor Port – Jim Paradise reported no meetings that he knew of.
- Energy Grant (EECBG) and Community Redevelopment Grant - Scott reported that DNREC requested a rebid because fewer than 10 towns applied. The Commission consensus was that we should apply for everything we want and let them decide what to fund. Scott will resubmit 8/14. DE Redevelopment grant money received. Scott reported that the roofing job has been posted on the website and the town solicitor has been notified. The News Journal ad will run Thursday and bids are due 8/30.

**Correspondence:**

- Via USMail – Thank you note from Bellefonte Arts Festival
- Via USMail – DelDOT, notice of MSAF award
- Via USMail - Evonik Corp, Chester, notice of downstream spill prevention
- Via USMail – Insurance Service Offices, Mt. Laurel NJ, attempt to contact BHFC, forwarded to Gordy Edwards
- MS4 Audit – Dave and Scott will respond to request to audit Stormwater Management activities.

**New Business:**

- Resolution 2024-03 – Authorizing application for 4-way stops at Rosedale and Bellefonte, Rosedale and Highland, Fairview and Marion Ave. Motion to read in title only by Scott, seconded by Dave. All approved. Motion to approve by Scott, seconded by Logan, and all approved.
- Resolution 2024-04 – In Recognition of Brandywine Hundred Fire Company’s Anniversary. Scott made a motion to read the resolution in title only, seconded by Logan, and approved by all. Scott made a motion to approve the resolution, seconded by Andrew, and all were in favor.
- BAS Census Survey – Dave made a motion to approve the purchase of \$50 gift card for NCC employee who completed the BAS survey for us, seconded by Andrew and approved by all.

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**August 2024 Bills**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Delmarva Power	Streetlights	\$1,529.06
Delmarva Power	Town Hall	\$179.80
Delmarva Power	Town Hall Annex gas	\$62.30
GFL Environmental	Monthly trash/recycling – August	Up to \$12,100
Parkowski, Guerke, et al	June legal services, Inv 60-61	\$115.00
Pennyhill Landscaping	August contract payment	\$885.49
Veolia	Water service – July bill overdue	\$29.68
Comcast	Phone & Internet – July	\$260.36
New Castle Co.	Sewer bill	\$20.25
Will Merlo	Town Hall Cleaning – August	\$100.00
Barbacane Thornton	2024 Audit Inv. 892	\$3,022.50
Barbacane Thornton	2024 Audit Inv. 893	\$2,092.50
Scott MacKenzie Reimb.	July meeting food	\$52.00
Scott MacKenzie Reimb	Nameplates for Scott & Brandon	\$19.17
Scott MacKenzie Reimb.	Soda from Big Lots for Bellefonte Day	\$30.00
Queli Merlo c/o Will Merlo	Repair of gazebo handrails and banisters	(PAID) \$1,000.00

Andrew made a motion to pay the bills as read, seconded by Logan, and all approved

**Announcements:**

- Next Planning Commission/Zoning Review Board meets on every Monday at 7 pm or when they have an application; monthly meeting for September is 9/3 at 7 pm.
- Next Town of Bellefonte Commission meeting, September 9, 2024, at 7 pm.
- A motion to adjourn the meeting was made at 9:06 pm without objection

Submitted by:

\_\_\_\_\_(signature copy on file)\_\_\_\_\_  
 Scott MacKenzie, Secretary

\_\_\_\_\_9-9-24\_\_\_\_\_  
 Approved:

08-12-24

## Town of Bellefonte Monthly Treasurers Report July 2024

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts	July 2023
<b>Balance 07/01/2024</b>	<u>\$104,895.77</u>	<u>\$1,893.04</u>	<u>\$30,686.67</u>	<u>\$80,000.00</u>	<u>\$0.00</u>	<u>\$217,475.48</u>	<u>\$358,535.59</u>
<b>Receipts</b>							
State Grant	\$125,000.00					\$125,000.00	
Property Transfer Tax			\$8,610.00			\$8,610.00	
Town Taxes	\$399.20					\$399.20	
<b>Total Receipts</b>	<u>\$125,399.20</u>	<u>\$0.00</u>	<u>\$8,610.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$134,009.20</u>	<u>\$9,757.30</u>
<b>Disbursements</b>							
GFL - Trash Collection			\$12,016.42			\$12,016.42	
Delmarva - Town Street Lights	\$1,512.60	Online				\$1,512.60	
Delmarva - TH Gas & Electric	\$109.53	Online				\$109.53	
Delmarva - Annex Gas	\$62.30	Online				\$62.30	
Comcast Cable	\$260.36	Online				\$260.36	
Reimburse - S.MacKenzie - TH Equipment/Food	\$53.41					\$53.41	
Reimburse - D.Brenner - Office supplies	\$53.94					\$53.94	
Reimburse - C.Nass - Tax bill expenses	\$304.61					\$304.61	
Anderson & Catania Bond	\$570.00					\$570.00	
Landscaping	\$885.50					\$885.50	
US Treasury - Q2 Taxes	\$1,101.60					\$1,101.60	
Will Merlo - Maintenance	\$92.35					\$92.35	
Deldeo Builders	\$35,750.00					\$35,750.00	
Bank Fee	\$70.44					\$70.44	
<b>Total Disbursements</b>	<u>\$40,826.64</u>	<u>\$0.00</u>	<u>\$12,016.42</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$52,843.06</u>	<u>\$21,894.39</u>
<b>Ending Balance 07/31/2024</b>	<u>\$189,468.33</u>	<u>\$1,893.04</u>	<u>\$27,280.25</u>	<u>\$80,000.00</u>	<u>\$0.00</u>	<u>\$298,641.62</u>	<u>\$346,398.50</u>

July Properties: 1107 1/2 Monterey  
700 Grandview

Curt A. Nass, Treasurer/Tax Collector