

**Town of Bellefonte, Delaware**  
**Town Meeting Minutes, November 11, 2024**

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

**Call to Order/Welcome** – Brandon called the meeting to order at 7:06 pm.

**Minutes to the Previous Meeting** - Scott made a motion to waive the reading of the minutes and to approve them as distributed, seconded by Andrew, and the minutes were approved.

**Special Guests/Public Comments** (limited to 3 mins. Each):

Charlotte Glisson of 706 Maple explained that she had submitted a ZRB application for a re-decking project.

**Committee Reports:**

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

Scott made a motion to reorder the agenda for the Planning Commission report, seconded by Andrew, and all were in favor.

**Treasurer's Report and Tax Collector's Report** – Report on Delinquent Taxes – Curt Nass presented the month Statement of Accounts (attached). Scott made a motion to approve the Financial Reports as presented, seconded by Dave, and all were in favor. As to the change of banks, Curt presented on WSFS and DEXSTA, both of which have low or no fees on checks deposited. Curt's preference was WSFS because he does his personal banking and that would make it more convenient to him. Scott made a motion giving Curt authority to move our accounts, Brandon seconded, and all were in favor

**Planning Commission/Zoning Review Board:** Chair Jim Paradise reported that a monthly Planning Commission Meeting was held on November 4 and they continued to make revisions to the 2019 Comprehensive Plan, updating statistical information contained in the plan. He estimates that they are about two-thirds of the way done. They also have one ZRB review pending for the Glissons at 706 Maple.

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

**Town Hall Complex improvements** – Scott reported that the lift is now working and has been inspected, but an automatic door needs to be installed in the stairwell. The Commissioners reviewed a list of additional projects to be paid by the DCRF grant.

Scott made a motion to approve \$5,500 from DCRF money for annex rooftop fencing, seconded Andrew, all in favor. Scott made a motion to approve up to \$5,000 for removal and reinstallation of existing solar panels, seconded by Dave, and all were in favor. Scott made a motion to approve up to \$10,000 for installation of two automatic door openers from DCRF money, seconded by Logan, and all were in favor. Scott made a motion to approve up to \$5,000 in DCRF money for the installation of lighting in Park, seconded by Andrew, and all were in favor. Scott made a motion to approve up to \$10,000 in DCRF grant money for the installation of two new lampposts on Brandywine Blvd., seconded by Logan all in favor. Scott will make sure the property owners are consulted.

**Sidewalks and Lampposts** – Two lampposts damaged by power surges were fixed by Check-It Electric. No status yet on Sidewalks on Bellefonte Ave.

**Shops of Bellefonte Report** – No attendees. Holiday Gathering will be coordinated with SOB.

**Holiday Gathering report** – Scott reported that classical vocal artist Gus Mercante is coordinating talent and that he will also sing 3-4 songs along with brass/woodwind quartet for 1 ½ hours 5-630 pm. Scott and Dave will coordinate food.

**Edgemoor Port** – Jim Paradise reported that a federal judge said that the Army Corp of Engineers improperly issued the permit for dredging and that the port expansion is effectively dead for now.

**Energy and Community Development Grant** – Update. Scott reported that DNREC has emailed us that we will be receiving approximately \$150,000 in grant money, but we don’t know which projects have been approved – other than the addition of 16 new solar panels.

**Correspondence:**

- Via email – NCC Hazard Mitigation Questionnaire and Survey. Scott and Dave will complete
- Via email – Notification from DNREC re: award of approximately \$150,000
- Via email – Notice from law firm Guerke Swayze et al regarding hourly increase from \$230/hr to \$280/hr.
- Via email – Elevator License for new lift
- Via email – DE Forest Grant open until January 31, 2025.
- Via email – scheduling and notification of boiler inspection on 11/25, 8 am – 4 pm
- Via USMail – Colonial Pipeline – pipeline safety brochure

**New Business:**

**Resolution 2024-06 – Concurrence with 2019 Bellefonte Comprehensive Plan with the intent to file a revised Comprehensive Plan in 2025.** Brandon motioned to read in title only, Scott seconded, all in favor. Brandon read the title. Scott made a motion to approve, Andrew seconded, and all were in favor.

**Resolution 2024-07 – Acknowledging Receipt of Energy Grant (EECBG) and Authorizing Officers to Act on behalf of the commission in Executing and Compliance with Grant Conditions.** Scott motioned to read only, Logan seconded, all in favor. Andrew made a motion to approve, seconded by Dave, and all were in favor.

**November 2024 Bills**

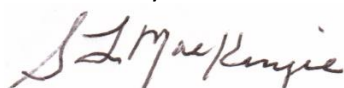
Payee	Description	Amount
Delmarva Power	Streetlights	\$1,531.70
Delmarva Power	Town Hall	\$109.96
Delmarva Power	Town Hall Annex gas	\$62.30
Casella	Monthly trash/recycling – October	\$11,996.42
Parkowski, Guerke, et al	October legal services, Inv 64	\$184.00
Pennyhill Landscaping	November contract payment	\$885.50
Veolia	Water service – October service	No bill - Up to \$40.00
Comcast	Phone & Internet – Nov	\$260.71
Will Merlo	Tree pruning in Park	\$400.00
Will Merlo	Monthly cleaning	\$100.00
Scott MacKenzie Reimb	Lowe’s – Debra’s Way supplies	\$21.56
Scott MacKenzie Reimb.	October meeting food	\$54.00
Scott MacKenzie Reimb	Amazon – stairwell sign	\$13.99
Brandon Dougherty Reimb.	BHFC gift cards (5 xs \$50)	\$250.00
Michael’s Barbershop	Façade grant payment	\$2,000.00
Check-It Electric	Repair of two lampposts at 810, 811 BB	\$675.00
New Castle Co.	Sewer bill	\$20.25

Andrew motion to pay bills as read, seconded by Scott and approved by all.

**Announcements/Adjournment** – Planning Commission meeting will be held on 12/2, 7 pm, and the ZRB will meet on any Monday at 7 pm for which they have an application. The next Town Meeting, will be held on December 9, 7 pm. The Holiday Gathering is scheduled for Friday, December 6 at 5 pm.

Meeting adjourned without objection at 8:22 pm

Submitted by:



Scott MacKenzie

\_\_\_\_\_ 12-9-24 \_\_\_\_\_  
 Approved

## Town of Bellefonte Monthly Treasurers Report October 2024

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	Total of Town Accounts	Oct 2023
<b>Balance 10/01/2024</b>	<u>\$297,810.13</u>	<u>\$1,893.04</u>	<u>\$29,965.91</u>	4.33% <u>\$84,679.82</u>	<u>\$414,348.90</u>	<u>\$432,284.63</u>
<b>Receipts</b>						
Property Transfer Tax			\$12,330.00		\$12,330.00	
Town Taxes	\$5,484.60				\$5,484.60	
MSAF Grant	(\$9,699.19)	\$9,699.19			\$0.00	
Misc. (Bakers Rack)	\$65.00				\$65.00	
<b>Total Receipts</b>	<u>-\$4,149.59</u>	<u>\$9,699.19</u>	<u>\$12,330.00</u>	<u>\$0.00</u>	<u>\$17,879.60</u>	<u>\$8,491.68</u>
<b>Disbursements</b>						
GFL - Trash Collection			\$12,001.42		\$12,001.42	
Delmarva - Town Street Lights	\$1,528.01	Online			\$1,528.01	
Delmarva - TH Gas & Electric	\$109.96	Online			\$109.96	
Delmarva - Annex Gas	\$62.30	Online			\$62.30	
Comcast Cable	\$260.71	Online			\$260.71	
Veolia Water	\$36.07				\$36.07	
Reimburse - S.MacKenzie - TH Equipment/Food	\$762.09				\$762.09	
Reimburse - C.Nass - Picnic/Postage	\$329.60				\$329.60	
Reimburse - D.Brenner - Picnic	\$22.94				\$22.94	
US Treasury Q3 Taxes	\$107.10				\$107.10	
Bootique Insurance	\$450.00				\$450.00	
Parkowski, Guerke - Legal	\$368.00				\$368.00	
Landscaping	\$885.49				\$885.49	
The News Journal Public Ads	\$64.50				\$64.50	
DE League of Local Gov'ts	\$840.00				\$840.00	
Will Merlo - Maintenance	\$1,000.00				\$1,000.00	
Bank Fee	\$85.15				\$85.15	
<b>Total Disbursements</b>	<u>\$6,911.92</u>	<u>\$0.00</u>	<u>\$12,001.42</u>	<u>\$0.00</u>	<u>\$18,913.34</u>	<u>\$29,813.33</u>
<b>Ending Balance 10/31/2024</b>	<u>\$286,748.62</u>	<u>\$11,592.23</u>	<u>\$30,294.49</u>	<u>\$84,679.82</u>	<u>\$413,315.16</u>	<u>\$410,962.98</u>

October Properties: 703 Brandywine  
616 Melrose  
1204 Rosedale