

**Town of Bellefonte, Delaware**  
**Town Meeting Minutes, July 13, 2020**

**Attending:**

Scott MacKenzie, David Brenner, Brandon Dougherty, Elisa King, Ross Logan, Andrew Ritchie, and Treasurer Curt Nass

**Call to Order:**

The call to order was made by Scott MacKenzie at 7:07 pm and welcomed those attending.

**Minutes to the Previous Meeting:**

Elisa King made motion to approve minutes of June 8, 2020, meeting and Ross Logan seconded, and the vote was unanimous.

**Special Guests:**

John Cartier presented area crime report. Related to Cares Grant, Councilman Cartier briefed on Covid-19 related expenses, the town has the opportunity to apply for up to \$15,000 in Covid-19 related expenses. NCC sponsoring Covid-19 no-cost testing. No symptoms required. NCC has administered approximately 20,000 tests. Councilman Cartier is willing to help support any upcoming town events including town picnic.

**Public Comments:**

Aaron Kalloo, 1026 Brandywine Blvd., would like town to consider to changing code to allow for backyard chickens. Allows families to be able to source own food.

Stephanie Grant also supported. A lot of community members have expressed interest in it. Produce our own food and support sustainable life style.

Daniel Nye, 1220 Brandywine Blvd., also supports backyard chickens.

John Cartier indicated that the town and NCC have same standard which is the residence must have at least one acre. Elisa King commented that it is allowed if involved in educational program. Generally speaking, egg production not processing. Need to be educated on it. Size and number of chickens need to be considered. No roosters. Hens and strictly for egg production.

**Board of Adjustment:**

No activity

**Planning Commission:**

Jim Paradise presented minutes of June Planning Commission Meeting and the Response of Plus Review of 2017 document. On the topic of regulation of rental properties, the commission is looking how to regulate rental properties, possibly an inspection process; possibly a NCC program that we can piggyback on.

Topic of sidewalks addressed. Town has never paid for sidewalks. WILMAPCO has offered this type of assistance.

Town Comprehensive Plan, letter of explanation and existing revised plan, letter from Wilmington, no response from NCC, and submit to the State. John Cartier said to send to Richard Hall, Department of Land Use, and copy him.

**Treasurer's Report:**

Treasurer presented the financial report for June (attached). Andrew made the motion to accept the Treasurer's report, seconded by Brandon, all were in favor. \$1,600 is for collected delinquent fees. Banks have not yet charged us any fees.

**Tax Collector Report:**

Tax Collector mailed out property tax bills.

**Correspondence:**

- Via USMail - from Mike Farinola, elevator inspection report for BHFC
- VIA USMail - downstream storage tank notification from Sunoco in Marcus Hook.
- VIA USMail - from NCC Conservation District about corrective actions required at 906 Brandywine Blvd.
- VIA USMail - Liability insurance notice for Amerigas LLP dba ServiceMark (boiler installer)
- VIA USMail - Refund check of \$6.94 overpayment to Selective Insurance Co.

**Old Business:**

Capital improvements, in Fall, commission authorized funds to replace windows that were broken in town hall, and for glass to be replaced in office in upstairs building (Tax Collector office). In meantime, vandalism occurred on town hall windows. It will cost \$2,500 to replace windows including upstairs.

Authorization to Wilmington Glass to replace with glass, later, put sheet of polycarb on top of it (estimate polycarb). Will contact Wilmington Glass and get estimate for insurance company. Dave will back out the cost of the window upstairs, which was not part of the vandalism claim.

Steve Kimmel to check out condensate lines on units.

Catch basins need to be repaired/replaced before repaving is completed on streets.

Resident walking down Brandywine Blvd. and tripped on sidewalk and has retained counsel. Scott will do a Facebook post about residents volunteering to clean out catch basins.

**Public Comments:**

Dave Johnson, 906 Rosedale

Mr. Johnson is a 24-year resident of the town, kids hanging out at park, request signs that park is closed dusk to dawn. Encourage all to call NCC Police.

**New Business:**

Resolution 2020 02, which succeeds Resolution 04.01 passed in 2004. Scott read the Resolution. Scott made a motion to approve the resolution and Elisa seconded motion. All were in favor.

In regard to security at the park. Brandon offered to make a nightly sweep and call NCC Police if needed. Ensure motion sensing spotlights work. Brandon will research cameras and recording.

In regard to community activities, discussion suspended until next month. Scott will post to Facebook about the Park being closed at night.

Scott made a motion to ask the Planning Commission to investigate, and make recommendation for a carve out regarding hens and egg laying which is currently not allowed in our land use code. Motion passed with Brandon voting against..

Curt Nass said that the widow of a resident is asking for permission for a tree to be planted where flag pole is currently in memory of her husband. Davey Tree Company to plant the tree. An effort will be made to place the flag pole near the town sign. The Commission reached consensus to agree to this.

**Bills:** Andrew read the bills for payment.

## July 2020 Bills

	Description	Amount
Delmarva Power	Streetlights	\$1,530.18
Delmarva Power	Town Hall	Up to \$400*
Delmarva Power	Town Hall gas	Up to \$100*
Comcast	Phone & internet service	\$310.00 (rec. pymt)
Penny Hill Landscaping	Contract payment: Mar/Apr	\$750.75
Parkowski, Guerke & Swayze PA	Statement #10, outstanding balance	\$33.25
Suez Delaware	Monthly water service	\$30.00 (rec. pymt.)
GFL Environmental	Monthly trash/recycling	\$10,861.00
Steve Kimmel	Boarding up annex windows after vandalism	\$475.00
Will Merlo	Town Hall cleaning - July	\$60.00
Kurt Nass	Reimbursement mailing of tax bills	\$224.90
U.S. Treasury	FICA for Commissioner Stipend	\$84.16
Barbacane Thornton	Final billing for compilation of financial statement	\$500.00

\*No bill

Elisa made motion to pay bills, seconded by Brandon, all in favor.

### **Announcements:**

Next Town Meeting 8/10/2020 at 7 pm

No planning commission meeting in August, unless there is a request for Zoning Review Board.

Meeting adjourned at 8:58 pm without objection.

Submitted by

\_\_\_\_\_  
Andrew C. Ritchie, Secretary

\_\_\_\_\_ August 10, 2020 \_\_\_\_\_  
Approved:

**Town of Bellefonte**  
**Monthly Treasurers Report – June 2020**

	<b>Town Account</b>	<b>MSAF Account</b>	<b>Property Transfer Account</b>	<b>Town Accounts</b>	<b>Jun-19</b>
1 <b>Balance 06/01/20</b>	\$48,523.02	\$1,673.55	\$207,009.42	<b>\$257,205.99</b>	\$208,583.99
<b>Receipts</b>					
2 Town Taxes	\$1,906.37			<b>\$1,906.37</b>	
3 Property Transfer Tax			\$7,723.50	<b>\$7,723.50</b>	
4 Energy Credit	\$92.90			<b>\$92.90</b>	
5 <b>Total Receipts</b>	\$1,999.27	\$0.00	\$7,723.50	<b>\$9,722.77</b>	\$6,886.46
<b>Disbursements</b>					
6 Trash Collection	\$10,861.00			<b>\$10,861.00</b>	
7 Commissioner Stipends	\$2,493.46			<b>\$2,493.46</b>	
8 Town Utilities	\$2,022.35			<b>\$2,022.35</b>	
9 Treasurer Fee	\$1,108.20			<b>\$1,108.20</b>	
10 Landscaping	\$750.75			<b>\$750.75</b>	
11 Maintenance	\$220.00			<b>\$220.00</b>	
12 Attorney's Fee	\$93.25			<b>\$93.25</b>	
13 Supplies/Meeting Expenses	\$57.98			<b>\$57.98</b>	
14 Bank Fee/Returned Check	\$217.49			<b>\$217.49</b>	
15 <b>Total Disbursements</b>	\$17,824.48	\$0.00	\$0.00	<b>\$17,824.48</b>	\$31,172.67
16 <b>Ending Balance 06/30/20</b>	\$32,697.81	\$1,673.55	\$214,732.92	<b>\$249,104.28</b>	\$184,297.78
17 <b>Curt A. Nass, Tax Collector</b> <b>David A. Brenner, Treasurer</b>	June Properties:	1107 Wynnbrook	1209 Brandywine		