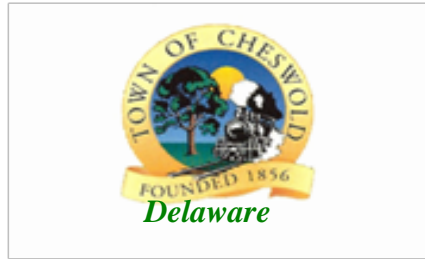


Town of Cheswold
1856



State of Delaware
1787

Town of Cheswold
Minutes of the Monthly Town Council Workshop Meeting
Tuesday – February 18, 2014
6:00 p.m.
Cheswold Town Hall

The following persons were in attendance:

Mayor Donald Tinari
Vice-Mayor Robert Sine
Secretary/Treasurer & Councilperson Theon Callender
Councilperson Mildred Johnson

Excused: Councilperson Sherry Lambertson - Illness

Town Employees: Chief Christopher Workman

of Cheswold Residents Present = 0

#of Visitors = 0

NOTICE:

Notice of this meeting has been made in accordance with the Delaware Open Meetings Act, by it being properly posted on December 12, 2013, as required by FOIA. Copies of the agenda were posted on the Official Bulletin Board; outside the Cheswold Town Hall; in the local Post Office; in the Fox Pointe Development and a meeting notice on the Official Web Site for the Town of Cheswold, at <http://cheswold.delaware.gov>; and was filed with the Clerk of the Town of Cheswold. In addition, copies of the agenda were available for pick-up in the Town Hall.

MEETING:

The meeting was called to order by Mayor Don Tinari at 6:08 pm and was immediately followed with the Pledge of Allegiance and a Moment of Silence.

ROLL CALL:

At the request of the Mayor, Secretary/Treasurer Callender called the roll of the Council members and attendance was confirmed as noted above. A quorum of members was presented to the Mayor and the meeting continued.

**Monthly Town Council Workshop Meeting
Tuesday, February 18, 2014**

AGENDA REVIEW:

Mayor Tinari requested the Council to review the agenda and to make a motion to accept as presented or to revise. Vice Mayor Bob Sine made a motion to accept the agenda as presented. Councilperson Mildred Johnson made a second to the motion and the votes were as follows:

Councilperson Theon Callender – Yes Councilperson Mildred Johnson –Yes
Vice Mayor Bob Sine -Yes

The motion carried with a unanimous vote.

DISCUSSION ITEMS & STATUS REPORTS:

1. POLICE DEPARTMENT – *Chief Christopher Workman*

(a) Grants – after receipt of notification that additional SLEAF funds available, Chief Workman submitted a request for funds to purchase a new computer and to upgrade an existing one in order to be in compliance with the software requirements to be implemented by State Police Communications department. He is requesting an approval of \$2,200.

(b) Fire at 63 New St. – there was a fire at the address at 9:00 am, on Tuesday, February 18, 2014. Fire Companies from Cheswold, Leipsic Little Creek, Hartly, Dover and Clayton responded to the scene. All human occupants were evacuated without injuries, however three, (3), canines perished.

Due to current KENTCOM procedures police departments are not notified of fires within their jurisdiction unless requested by the local Fire Company. Chief Workman spoke with Deputy Fire Chief Dempsey, who will place Chief Workman on the fire call dispatch list for all fire calls within the Town of Cheswold.

(c) Delaware Police Chiefs Council Annual Conference – will be held this year from May 19th through May 23rd of this year. The conference will expand and continue with FBI – LEEDA Class training from last year’s Conference.

(d) Training – During the month of March, Chief Workman will continue to attend the NJSACOP leadership Command Courses being held in New Castle.

Cpl. Simms will be attending a Handling Confidential Informants class at the Delaware State Police Academy.

(e) Solicitors – With warmer weather approaching there has been an influx of solicitors in Town over the past few weeks. The Department has been in contacts with representatives from Verizon, Kirby Cleaning Systems and Commerce Energy. Officers have spoken with these companies and advised that solicitation in most of Cheswold is not permitted. Fox Pointe and Strimmels Motor Home Park have posted signs and strictly forbid it. In other parts of Town, it is not permitted without the solicitor possessing a valid permit issued by the Town of Cheswold. If there are any problems with solicitors residents should call 302-734-2202.

The Mayor asked if there were any weather type accidents and the Chief responded no. He added that there had been some temporary issues with the railroad crossing gate, but it had been quickly resolved.

**Monthly Town Council Workshop Meeting
Tuesday, February 18, 2014**

DISCUSSION ITEMS & STATUS REPORTS "continued":

(2) Finances – Secretary/Treasurer Theon Callender

(a) Requisitions

<u>Req.#</u>	<u>Department</u>	<u>Vendor</u>	<u>Item/s</u>	<u>Amount</u>	<u>Paid By:</u>
2571	Police	Global Eqpt. Co., Inc.	Paramount Lockers	\$ 412.61	Violent Crimes Grant

A motion to approve the requisition was made by Vice Mayor Bob Sine and Councilperson Mildred Johnson made a second to the motion. The votes on the motion were as follows:

Councilperson Theon Callender – Yes Councilperson Mildred Johnson –Yes
Vice Mayor Bob Sine -Yes

The motion carried with a unanimous vote.

(3) Town Hall Parking Lot – Secretary/Treasurer Theon Callender

Town Engineer Tom Wilkes continues to work on lightning plan. The Town has paid \$650.00 to Kent County Conservation for the review of the revisions made to plans.

PENDING

(4) Business License Complaint– Secretary/Treasurer Theon Callender

Completed the investigation of the complaint and made the determination that an official application for a Business License was never made therefore the Town does not have an obligation to make a refund for a payment that never occurred. And even if the payment for a license had been made, the license expires after an hour and it is the responsibility of the holder to renew it and/or use it. Consequently a letter was forwarded to the complainant explaining such.

COMPLETE

(5) Community Development Block Grant – Secretary/Treasurer Theon Callender

Building Inspector/Code Enforcement Officer Doug Burns is scheduled to meet with contractors on Thursday, February 20, 2014, and to obtain estimates for demolishing the barns. The estimates will be submitted to Mr. Albert Biddle from Kent County. It has also been established that liens remains on the property until they are paid or until the property is sold, at which time the lien is sold. The Town bears no responsibility for the liens and the property owners understand the terms of accepting the grant.

PENDING

(6) Water Project Status – Secretary/Treasurer Theon Callender

Mrs. Callender reported that she continues to answer questions to the USDA concerning Town finances and that she has informed them of the fire on New Street and forwarded pictures of the situation to them. She also included the information that 1200 feet of water hose had to be extended to the home and the delay in positioning that hose certainly resulted in additional loss to the building.

PENDING

**Monthly Town Council Workshop Meeting
Tuesday, February 18, 2014**

DISCUSSION ITEMS & STATUS REPORTS *"continued"*:

(7) Senior Sessions – Councilperson Mildred Johnson

Mrs. Johnson informed the Council that she had spoken to the Pastor's wife, but as yet has not received the promised return call from him. She also informed that although she does not intend to run for Council again that she will continue to handle this project and will provide updates to Secretary/Treasurer Callender.

PENDING

(8) Impact Fees – Mayor Donald Tinari

The Mayor explained the importance for the Council to research, review and understand the components of administering and requesting impact fees. He explained that they may only be obtained from residential sub-division developers and funds must remain in separate accounts.

Secretary/Treasurer Callender added that an ordinance imposing impact fees must also exist and currently there is an ordinance for the Fire Company, but an ordinance needs to be written to assist the Police Department and she suggests that the fee be set at 4%.

PENDING

(9) Smyrna Library and Tax District– Secretary/Treasurer Theon Callender

Mrs. Callender informed the Council that on Tuesday, February 3, 2014, she attended a Kent County Levy Court meeting, at which, representatives from the Town of Smyrna presented a request to the Commissioners to create and implement a new Library Tax District that would provide funding to their planned Smyrna Regional Library. They claimed that such creation and implementation will not result in an increase in the tax rate and distribution of current library taxes paid to Kent County and Dover libraries. They also posted a document requesting that the new Tax District be imposed on the following towns:

- Kenton
- Clayton
- Leipsic
- Dover
- Townsend
- Smyrna

As a result of the list, Mrs. Callender asked for clarification and as to whether they intended to add Cheswold to the list and the response was the new Tax District will only involve those Towns served by the Smyrna School District. As Cheswold is served by the Capital School District, Mrs. Callender stated that Cheswold does not wish to be included and as long as the Town is not included, there will no input or actions taken by the Town to deny the creation of the Tax District.

CLOSED

(10) Agenda for Town Council Meeting on January 7, 2014 – Mayor and Council

- (a) Town Hall Parking Lot
- (b) Water Project
- (c) Community Development Block Grant
- (d) Police Department Impact Fee Ordinance
- (e) Senior Sessions
- (f) Any new issues or concerns

**Monthly Town Council Workshop Meeting
Tuesday, February 18, 2014**

Community/Comments & Concerns:

Nothing to Report

Council Member Comments:

- a. **Councilperson Mildred Johnson** – Nothing to Report
- b. **Secretary/Treasurer Theon Callender** - Nothing to Report
- c. **Vice Mayor Robert Sine** – Nothing to Report

Mayor's Comments:

The Town, (Robert Ridgeway, Doug Burns and Christopher Workman), did a great job in maintaining the Town during recent snow storms and are to be commended.

He also stated that things may be beginning to look up for the Town with the anticipated construction of Family Dollar and the re-submission of the Stonington Development Plans.

Adjournment:

Councilperson Theon Callender made a motion to adjourn and with a second from Vice-Mayor Bob Sine, the votes on the motion to adjourn were as follows:

Councilperson Theon Callender – Yes Councilperson Mildred Johnson –Yes
Vice Mayor Bob Sine -Yes

The motion carried with a unanimous vote.

The meeting adjourned at 6:55 pm.