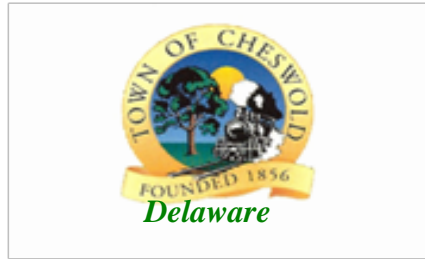


Town of Cheswold
1856



State of Delaware
1787

Town of Cheswold
Minutes of the Monthly Town Council Workshop Meeting
Tuesday – December 17, 2013
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

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 1, 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 6:05 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.

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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) Sentinel Storage – donated a 10'x10' storage unit to the Police Department for one year.

(b) LESO – additionally provided a dump and tow truck.

(c) Christmas Banners – were placed in Town as a result of the loan, free of charge, of a hi-low from Dover Rental. The banners were placed by Chief Workman and Maintenance Engineer Robert Ridgeway.

(d) Christmas Donations – Chief Workman arranged for Wal-mart to conduct a toy collection to benefit some of the children of Cheswold. He also sponsored a food donation drive to be given to some of the families of Cheswold. Wal-mart has collected approximately 3 bins of toys and food donations are trickling in.

Currently there are four families on the list scheduled to receive donations. Each family will be assigned a specific time to come into Town Hall to pick up their food and toys. Families wishing to benefit from the donations should contact the Police Department or Town Hall.

Any food or toys left over will be donated to the Salvation Army and Toys for Tots.

(2) Finances – *Secretary/Treasurer Theon Callender*

Mrs. Callender apologized for not being prepared with the November Treasury report again, as a result of her eye condition, but committed to providing all pending reports for review at the January Town Council Meeting.

(a) Requisitions

<u>Req.#</u>	<u>Department</u>	<u>Vendor</u>	<u>Items</u>	<u>Amount</u>	<u>Paid By:</u>
2557	Police	Taser	Taser; Cartridges; Holster	\$4,424.91	SLEAF 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.

(b) Proposed Purchases – Nothing to Report

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DISCUSSION ITEMS & STATUS REPORTS "con'td":

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

Town Engineer Tom Wilkes has revised the plan and submitted it to DNREC for approval. He intends to present the revised plan to the Planning Commission at that January meeting, for review and comment.

(4) Response from Capital School District – *Secretary/Treasurer Theon Callender*

Mrs. Callender informed the Council that the Capital School District acknowledged receipt of the \$15,282.17, forwarded to them from the Town and in their correspondence agreed to notify the Council when and how the funds will be expended for the benefit of the students of Cheswold.

(5) Christmas, New Year Request to Close Office Dates – *Secretary/Treasurer Theon Callender*

Mrs. Callender requested permission from the Council to close the administrative offices of Town Hall on the following dates:

Tuesday – December 24, 2013
Thursday – December 26, 2013
Friday – December 27, 2013
Tuesday – December 31, 2013

She explained that an added benefit to closing on these dates will be a reduced payroll. It was agreed by all Council members in attendance that closing on these dates would be permitted.

(6) New Owner of Saratoga/Kowinsky Farms – *Secretary/Treasurer Theon Callender*

Mrs. Callender informed the Council that the Saratoga sub-division, also known as Kowinsky Farms, has been purchased by a Mr. Brandon Bonk. Mr. Bonk desires to return the sub-division to one lot and to farm the property. She also advised that she is working with Kent County Planning and Town Engineer Wilkes to determine how to accomplish this request.

(7) Town Insurance Policy - *Secretary/Treasurer Theon Callender*

Mrs. Callender explained to Council that the DFIT, (DeLea Founders Insurance Trust), is attempting to be self-insured by July 1, 2014. Becoming self-insured will protect members from increases approved by the State Insurance Commission.

The Board of Directors of the Trust are in the process of creating appropriate accounts for all members with PNC. Each municipality will have its own sub-account, into which insurance rebates will be paid. The Trust account signees are as follows:

Mr. Ted Becker (Lewes) – Chairperson
Mr. Mike Petit de Mange (Kent County) – Vice Chairperson
Mrs. Terry Tieman (Haarington) – Financial Secretary
Mr. Gene Dvornik (Georgetown) – Recording Secretary

The Board also approved opening an administrative account in the starting amount of \$10,000.

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DISCUSSION ITEMS & STATUS REPORTS "con'td":

(8) Community Development Block Grant – *Councilperson Sherry Lambertson*

Immediately following a motion from Mrs. Callender to table this issue due to the absence of Councilperson Lambertson, Councilperson Johnson asked what should a resident do to apply for the grant, because she believed that the Sosa family should be applicants.

Mrs. Callender answered that the Sosas are already on the list that was provided to all Council members prior to the meeting, but anyone wanting to apply need only contact Town Hall as was directed in the notices to residents of the Public Hearing.

Mrs. Callender then repeated her motion to table the issue until the January Council meeting and with a second from Vice Mayor Bob Sine, 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.

(9) Vote on Remaining Vacation Time of Chief Workman– *Secretary/Treasurer Theon Callender*

Mrs. Callender reminded the Council that a decision had not been made on the request from Chief Workman to carry over 32.0 hrs. of vacation time from 2013 to 2014, and she made a motion to that effect. With a second from Vice Mayor Bob Sine, 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.

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

- (a) Pending Minutes from November and December
- (b) Pending Treasury Reports from November and December
- (c) Pending Tax Reports from November and December
- (d) All pending items
- (e) Any new issues or concerns

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:

Merry Christmas and Happy New Year to everyone.

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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 6:44 pm.