

Town of Cheswold
1856



State of Delaware
1787

Town of Cheswold
Minutes of the Monthly Town Council Meeting
Monday – October 5, 2015
6:00 p.m.
Cheswold Town Hall
691 Main Street
Cheswold, Delaware 19936

The following persons were in attendance:

Mayor Don Tinari
Vice Mayor Bob Sine
Secretary/Treasurer Theon Callender
Councilperson Sherry Lambertson

Police Department: Chief Christopher Workman - Excused

Planning Commission: 0

Town Employees: 0

of Town Residents: 0

Notice:

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on January 29, 2015, on the Town of Cheswold website at: <http://www.cheswold.delaware.gov>. Copies of the agenda were posted outside the Cheswold Town Hall; in the local Post Office; at the Fox Pointe Management Office and on the Official Web Site for the Town of Cheswold, at <http://www.cheswold.delaware.gov>; and was filed with the Clerk of the Town of Cheswold on September 28, 2015. Copies of the agenda were available for pick-up at the Town Hall.

Meeting:

The meeting was called to order by Mayor Tinari, at 6:05 pm. He led the assembled through the Pledge of Allegiance followed by a Moment of Silence.

Recognition of Proper Posting of Meeting:

The Mayor declared that the meeting had been properly posted, and requested the Secretary/Treasurer to so note in the minutes.

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Roll Call:

The Mayor requested Secretary Callender to conduct a roll call of Council members and attendance was confirmed as noted above, on Page 1. A quorum of members was presented to the Mayor.

Agenda Review:

Mayor Tinari requested the Council to review the accuracy of the agenda and for a motion to accept as presented or to make changes and amendment requests as needed.

A motion to accept the agenda as presented was made by Vice Mayor Bob Sine and seconded by Councilperson Sherry Lambertson. A roll call vote on the motion was as follows:

Councilperson Theon Callender – Yes Councilperson Sherry Lambertson – Yes
Vice Mayor Sine – Yes

The motion carried with a unanimous vote.

Review of Previous Month's Minutes:

Mayor Tinari requested the Council to review the accuracy of the previous month's minutes and for a motion to accept them as presented or to make changes and amendment requests as needed.

The minutes to be reviewed were as follows:

- September 9, 2015 – Monthly Town Council Meeting
- September 22, 2015 – Monthly Town Council Workshop

A motion to accept both sets of the Town Council minutes, as presented was made by Vice Mayor Bob Sine and with a second to the motion from Councilperson Sherry Lambertson, the votes were as follows:

Councilperson Theon Callender – Yes Councilperson Sherry Lambertson – Yes
Vice Mayor Sine – Yes

The motion carried with a unanimous vote.

Treasurer's Report:

The Mayor requested Council to make any necessary statements or to make a motion to approve the following Treasury Reports.

- a. The Treasurer's Reports for the **Month of September, 2015** are as follows:

Monthly Cash Flow Comparisons	
TOWN of CHESWOLD	September, 2015
Cash Receipts	\$ 20,737.10
Cash Disbursements	\$ 37,331.55
Negative Monthly Cash Flow	(\$ 16,594.45)

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Treasurer's Report "continued":

ADMINISTRATION	September, 2015
Cash Receipts	\$ 11,825.45
Cash Disbursements	\$ 15,969.84
Negative Monthly Cash Flow	(\$ 4,144.39)

POLICE DEPARTMENT	September, 2015
Cash Receipts	\$ 6,293.35
Cash Disbursements	\$ 16,755.95
Negative Monthly Cash Flow	(\$ 10,462.60)

PUBLIC WORKS	September, 2015
Cash Receipts	\$ 2,618.30
Cash Disbursements	\$ 4,605.76
Negative Monthly Cash Flow	(\$ 1,987.46)

b. The Treasurer's Report, **(Account Balances)**, for the **Month of September, 2015** is as follows:

As of:	September, 2015
Capital Account	\$ 7,608.80
Cheswold Pride Day Account	\$ 4,515.40
Eide Grant Fund Account	\$ 5,558.20
Fire Company Account	\$ 3,320.17
General Fund Account	\$ 102,930.03
Land Use Applicant's Account	\$ 33,514.55
Litigation Account	\$ 7,623.66
Municipal Street Aid Account	\$ 40,784.90
Salle Grant Fund Account	\$ 3,156.51

c. Requisitions

<u>Requisition #</u>	<u>Department</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By</u>
R6-00035	Public Works	State of Delaware	MH Certification-MVO	\$ 225.00	Public Works
R6-00038	Public Works	State of Delaware	MH License – MVO	\$ 132.00	Public Works
R6-00040	Public Works	Amazon	Desk, Light, Chair	\$ 275.28	Public Works
R6-00042	Police Dept.	Motorola Solutions	Mobile Radio	\$ 911.00	EIDE Grant
R6-00043	Police Dept.	Motorola Solutions	Mobile Radio	\$1,930.00	Levy Court Grant

The requisitions shown above were presented by Secretary/Treasurer Callender to the Council for approval.

d. Proposed Purchases

Nothing to Report

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Treasurer's Report "continued":

A motion to accept the Treasury Report and approve the Requisitions, as presented, was made by Vice Mayor Sine and Councilperson Lambertson made a second to the motion after the presentation of each item. The votes on the motions were as follows:

Councilperson Theon Callender – Yes Councilperson Sherry Lambertson – Yes
Vice Mayor Sine – Yes

The motion carried with a unanimous vote.

Tax Collector's Report

a. **Month of September, 2015**

TAX REPORT: FISCAL YEAR 2015 – 2016

Total Amount Billed: \$132,579.60

Payments as of:

Current Year: Past Due Paid:		
07/31/2015	\$29,173.43	\$5,595.97
08/31/2015	\$76,996.58	\$ 403.87
09/30/2015	\$22,408.34	\$ 280.82
10/31/2015		
11/30/2015		
12/31/2015		
01/31/2016		
02/28/2016		
03/31/2016		
04/30/2016		
05/31/2016		
06/30/2016		

The Tax Report was presented by Town Secretary/Treasury Sam Callender; reviewed and accepted by the Mayor and Town Council.

Police Department Report – *Chief Christopher Workman*

Chief Workman was excused from attendance at the meeting, but he submitted the following report, prior to the meeting for review by the Mayor and Council.

- **TRAINING**

- Chief Workman will be attending the IACP Conference Oct. 23rd through Oct. 28th. The Chief was selected to present a class during the Conference, which is attended by Police Chiefs from all over the world. Last year's conference was attended by 16,007 persons, representing 84 countries.

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Police Department Report – “continued”

- **HOLIDAY HELPING HAND**

- The Cheswold Police Department is in the process of preparing for the holiday season, and helping those less fortunate. If you know of any families that could use some assistance this holiday season, please contact the Cheswold Police Department.

- **FAMILY MOVIE NIGHT**

- The Police Department with the cooperation of the Fire Company and the Cheswold United Methodist Church of Cheswold is in the process of scheduling a family movie night for the residents of the Town of Cheswold. The date, movie start time and movie title will be provided as soon as details are worked out.

- **GRANTS**

- **Kent County Levy Court Grant** – **COMPLETE**. Funds from the grant assisted with the purchase of the new speed trailer and APX Mobile Radio for the Chief’s vehicle.
- **Criminal Justice Center, (CJC), Bryne Grant** – **COMPLETE**. The grant was used to purchase the new speed trailer.
- **2015 Violent Crimes Grant** – **COMPLETE**. This grant was employed for overtime and extra patrols, along with the purchase of software to upgrade and secure evidence.

- **TRAFFIC SUMMONS**

- Officers issued 300 traffic summons in the month of September, 2015.

- **MONTHLY ACTIVITY REPORT**

- Officers responded to or completed reports for 83 incidents during the month of September 2015.

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Police Department Report – “continued”

• **MONTHLY INCIDENT REPORT – September, 2015**

911 Disconnects = 0	Fugitives = 3	Repossessions = 0
Accidents-H/R = 0	Harassment = 1	Resisting Arrest = 0
Accidents-PD = 2	Lock Jock = 0	Robberies = 0
Accidents PL =0	Lost Property = 0	Sex Crimes = 0
AED/CPR = 0	Loud Party = 0	Shoplifting = 0
Alarms = 4	Medical Transport = 0	Solicitation = 0
Alcohol Violations = 0	Megan’s Law = 1	Stolen Vehicle = 0
Animal Comp = 0	Mental Patient = 0	Suspicious Noise = 1
Assaults = 0	Misc. Investigation = 0	Suspicious Person/s = 1
Assist Other Agencies = 14	Missing Person = 0	Suspicious Vehicle/s = 0
BOLO = 0	Noise Complaint = 0	Terroristic Threat/s =0
Burglary = 0	Offensive Touching = 0	Thefts = 0
Civil Dispute = 0	Open Door/Window = 0	Traffic Hazards = 0
Court Violation = 0	Overdose = 0	Traffic Hazard/Service = 1
Criminal Impersonation = 0	Parking Violation = 0	Traffic Violations = 23
Criminal Mischief = 1	Pedestrian Stop = 0	Trespass = 2
Curfew = 1	PFA Service = 0	Unassigned = 2
Disorderly = 1	PFA Violation = 0	Unfounded = 0
Domestics = 4	Property Checks = 6	Vehicle/s – Abandoned = 0
Drugs = 1	Psychiatric Incident = 0	Vehicle/s – Disabled = 0
DUI = 1	Public Assistance = 4	Vehicle/s – Recovered =0
Fight = 0	Pursuit = 0	Vehicle/Unauthzd Use = 1
Found Property = 0	Rape = 0	Warrant Service = 0
Fraud = 0	Relay = 0	Welfare Check = 6

The Police Department Report was reviewed and accepted by the Mayor and Town Council.

Public Works Report – Secretary/Treasurer Sam Callender

a. **Status Report** – Mrs. Callender presented the following report for the month of September 2015:

	<u>PERMITS ISSUED</u>	<u>NEW VIOLATIONS</u>	<u>CLOSED VIOLATIONS</u>	<u>BUSINESS LICENSES ISSUED</u>	<u>BUILDING INSPECTIONS</u>
September, 2015	3	4	4	2	0

b. **Additional Information**

Both Officer Doug Burns and Maintenance Technician Michael VanOrden have taken, completed and received certification for Manufactured Home inspections. This will provide some flexibility to the Town with building inspections.

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Planning Commission Report – *Land Use Administrator Theon Callender*

- **Status Report –
Nothing to Report**

Old Business

- **Continued Review of Ordinance 05-04-15-009 Residential Rental Property Registration and Permitting** – review continues to be dependent upon response from Town Attorney Fred Townsend.

New Business

- **Appointment of Board of Special Election/Designation of Presiding Officer** – *Mayor Donald Tinari*
Mayor Tinari presented the following residents as his appointments to the Board of Special Election for the scheduled Special Election to be held on Thursday, October 15, 2015:
 - Mr. Kenneth Brown – Fox Pointe Resident
 - Mrs. Martha Scott – Fox Pointe Resident
 - Mrs. Lorraine Sine – Fox Pointe Resident

In addition, he appointed Mrs. Martha Scott as Presiding Officer of the Board. A motion to accept the Board as designated by the Mayor was made by Councilperson Sherry Lambertson and Vice Mayor Bob Sine provided a second to the motion. With no questions, the votes on the motion were as follows:

Councilperson Theon Callender – Yes Councilperson Sherry Lambertson – Yes
Vice Mayor Sine – Yes

The motion carried with a unanimous vote.

- **Town Council Workshop Meeting**

TUESDAY, OCTOBER 20, 2015
Cheswold Town Hall - 691 Main Street - Cheswold, Delaware 19936
6:00 pm

Secretary/Treasurer Callender made a motion to cancel the October meeting, as she will not be able to attend. A second to the motion was made by Vice Mayor Bob Sine and the votes on the motion were as follows:

Councilperson Theon Callender – Yes Councilperson Sherry Lambertson – Yes
Vice Mayor Sine – Yes

The motion carried with a unanimous vote.

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Community Comments/Concerns – Nothing to Report

Council Member Comments

- *Vice Mayor Sine* – Nothing to Report
- *Secretary/Treasury Theon Callender* – Presented the following information to the Mayor and Council:
 - The city of Dover, (Mayor Robin Christiansen), and Dover interfaith Mission for Housing, (Ms. Rebecca Martin), hosted a “Code Purple” meeting at 7:00 pm, on Wednesday, September 30, 2015, at the Dover Town Hall. Ms. Martin explained her Code Purple program begun last year with the assistance of Kent County Commission Alan Angel to provide secure heated locations for the homeless on nights that the outside temperature drops below 32°. They solicited various types of assistance from municipal representatives. The request included such items as:
 - Boots
 - Socks
 - Gloves
 - Scarves
 - Housing facilities
 - Volunteers to staff facility overnight
 - Back Packs
 - Cooked meals
 - Assistance from local Churches

After considerable discussion by the Mayor and Council, it was decided that Councilperson Sherry Lambertson will contact the Pastor of the Cheswold churches and introduce them to the Code Purple and determine their degree of interest and/or desire to participate.

- On October 2, 2015, Mrs. Callender attended a seminar entitled, “Contemporary Issues Impacting Delaware Local Governments”, at the Duncan Center. The seminar was sponsored by the University of Delaware IPA and the Delaware League of Local Government and included education on the budgeting process used by the State of Delaware; updates on recent legal decisions by the Supreme and other State courts that can potentially affect Delaware municipalities; and information about storm-water management and lobbying.
- The Town Facebook page has been claimed. To-date, no content has been added to the page.
- An Administrative Staff meeting will be held on Wednesday, October 7, 2015 from 11:00 am to 12 noon, followed by lunch. Chief Workman will also be attending the meeting and sharing related information with his staff.
- Status of 41 New Street – In a detailed response to the Mayor’s inquiry on the status of 41 New Street, Mrs. Callender explained that the property had been scheduled for demolition, but the bank was advised to stop the process, as the foreclosure on the property is incomplete. It is expected that the foreclosure will be complete within one or two months, at which point, the demolition will be rescheduled.

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Council Member Comments – “continued”

- *Councilperson Sherry Lambertson* – Nothing to Report

Mayor's Comments

Mayor Tinari informed the Council that some outfit has purchased the old Riehold Plant, even though it continues to be contaminated. It his understanding that they plan to clean up the area and to open an industrial park.

Motion to Adjourn

Secretary/Treasurer Callender made a motion to adjourn the meeting and with a second from Councilperson Lambertson, the votes on the motion were as follows:

Councilperson Theon Callender – Yes Councilperson Sherry Lambertson – Yes
Vice Mayor Sine – Yes

The motion carried with a unanimous vote.

The meeting adjourned at 7:04 p.m.

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