



**Town of Cheswold  
Monthly Town Council Meeting  
December 7, 2015  
6:00 p.m.  
CHESWOLD TOWN HALL  
691 Main Street, Cheswold, Delaware 19936**

**A G E N D A**

*Meeting Notice Posted: January 29, 2015*

*Agenda Posted: November 25, 2015*

1. Call the meeting to order
2. Pledge of Allegiance
3. Moment of Silence
4. Note: The meeting was properly posted
5. Roll call of the Council Members to ensure a quorum
6. Review of the agenda; motion to accept as presented or as amended
7. **Review of Previous Month's Minutes** – *Mayor*  
Motion to accept as presented or as amended.  
November 2, 2015 - Monthly Town Council  
November 17, 2015 – No Minutes - Monthly Town Council Workshop CANCELLED

8. **Treasurer's Report** – *Secretary/Treasurer Theon Callender*  
Discussion and changes if any, motion to approved as presented or as amended

**a. Month of November, 2015**

**b. Requisitions –**

<u>Req. #</u>	<u>Dept.</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By:</u>
R6-00066	Police Depart	Major Police Supply	Emergency Lts.-Tahoe	\$5,672.15	Violent Crimes
R6-00067	Police Depart	Div. of Commun.	Install Lights-Tahoe	\$ 425.92	Violent Crimes

**c. Proposed Purchase –**

9. **Tax Collector's Report** – Councilperson Theon Callender  
a. November, 2015

10. **Police Department Report** – Written Report Submitted  
a. Status Report  
b. Monthly Report – November, 2015

11. **Public Works Department Report**  
a. Status Reports – Town Administrator Sam Callender

12. **Planning Commission Report** – Land Use Administrator Theon Callender  
a. Status Reports:

13. **Old Business**

- a. **If Response Received From Town Attorney Fred Townsend - Continued Review of Ordinance 05-04-15-009 Residential Rental Property Registration and Permitting** – property owner guidelines and regulations associated with the rental of residential property within the corporate limits of the Town of Cheswold.

14. **New Business**

a. **Administrator's Report** - Town Administrator Sam Callender

- Request from Nobles Pond to Accept Responsibility for Trash Pick-up and Lighting
- **MS4 – Municipal Separate Storm Sewer System** – New requirements from DNREC, Division of Water via Federal Government
- **FOIA**, (Freedom of Information Act), - Updates to 29Del Code §100
- **Argonaut/AIG**: New Property Insurance Carrier; Policy and Requirements
- Proposed Annual Town Wide Flea Market Status
- Introduction of Employee Performance Appraisal Process

b. **Review of Draft Ordinances:**

- Revision of “Clean Hands” Ordinance 04-22-15-046: Insert Section 7.2 to authorize Code Enforcement Officer/Town Clerk to issue Stop Work Orders or To Suspend Licenses/Permits as applicable
- New “No Guns” Ordinance 11-09-15-048: Draft of new Ordinance to set regulations for the carrying of weapons into municipal buildings as permitted by HB 192.

c. **Categories for Development of “Welcome to Cheswold” packets for New Residents**

- **Town Limits/Communities**
  - Parkers Run
  - Main Street
  - Strimmels Court
  - Nobles Pond
  - Stonington
  - Fox Pointe

- **Government Executives**
  - Mayor
  - Council
  - Elections
- **Government Administration**
  - Planning Commission
  - Board of Adjustment
  - Town Administrator
  - Police Department
  - Town Clerk
  - Town Ordinances
  - Code Enforcement
  - Building Inspection
- **Town Businesses**
  - Family Dollar
  -
- **Home Service Contacts**
  - Water
  - Sewer
  - Trash
  - Electricity

**e. Monthly Town Council Workshop Meeting**

TUESDAY, December 22, 2015  
6:00 pm  
Town Hall – 691 Main Street

**15. Community Comments/Concerns**

**16. Council Member Comments**

- Vice - Mayor Bob Sine:
- Secretary/Treasurer Sam Callender:
- Councilperson Sherry Lambertson:

**17. Mayor's Comments**

**18. Motion to Adjourn**

29 Del C 10004 Sec. (e) (2)....."The agenda shall be subject to change to include additional items, including executive sessions or the deletion of items, including executive sessions which arise at the time of the public body's meeting".

The Agenda items as listed may not be considered in sequence and/or removed if warranted.