



**Town of Cheswold
Monthly Town Council Meeting
Monday - July 11, 2016
6:00 p.m.
CHESWOLD TOWN HALL
691 Main Street, Cheswold, Delaware 19936**

A G E N D A

Meeting Notice Posted: *December 22, 2015*

Agenda Posted: *July 1, 2016*

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.
July 11, 2016 - Monthly Town Council Meeting
June 16, 2016 - 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 June, 2016**
 - b. **Final Review and Vote: 2016-2017 Budget Summary**
 - c. **Requisitions** –

<u>Req. #</u>	<u>Dept.</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By:</u>
R6-00127	Police Dept.	Div. of Comm.	Annual Comm. Contract	\$1,000.00	Police Dept.
R6-	Administration	Staples	Computer/Keyboard	\$ 679.97	Administration

d. Purchase Orders

<u>P.O. #</u>	<u>Dept.</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By:</u>
16-00419	Administration	Bits n Bytes	New Server/Labor	\$6,765.00	Administration

- 9. Tax Collector's Report – Councilperson Theon Callender**
a. June, 2016

- 10. Police Department Report – Chief Christopher Workman**
a. Status Report
b. Monthly Report – June, 2016

- 11. Public Works Department Report - Town Administrator Sam Callender**
a. Monthly Report – June, 2016
b. 41 New Street
c. 33 New Street
d. 215 Commerce Street
e. Community Assistance Visit – DNREC
 Excellent job done by Mike Van Orden, who freely accepted responsibilities as Floodplain Manager. The Town passed with flying colors.

- 12. Planning Commission Report – Land Use Administrator Theon Callender**
a. Continuing to review revisions to Sign Article of Land Use Ordinance
b. Leyland Village – *Nothing to Report*
c. Sentinel Storage – *Nothing to Report*
d. Nobles Pond Phase 1 and 2 – Status Report
 Per Tom Wilkes, Town Engineer - this is a Revised Subdivision Plan.
 With the addition of this new lot, the subdivision plan needs to change to account for this lot and adjust the open space area calculations, lot coverage, density, etc. and, the Record Plan will need to be revised to account for this
e. Silver Linings Holding Company – Status Report
 Motions were made at the June Planning Commission meeting to advise Council to approve applications contingent upon the applicant providing the Town Engineer with requested information.

- 13. Old Business**
a. **Continued Review of Ordinance 05-04-15-009 Residential Rental Property Registration and Permitting** – Being revised and forwarded to Town Attorney for review
b. **Status of Pending Projects - Town Administrator Sam Callender**
 - **“Welcome to Cheswold” Packets** - *Complete; Copies made and delivered to Ryan Homes and Nobles Pond; also available at Town Hall*
 - **Town Wide Flea Market** – *Nothing New to Report*
 - **Town Hall Parking Lot** – *Nothing New to Report*
 - **MS4, (Municipal Separate Storm Sewer System), Permitting** – Have identified our one. (1), outfall as located behind the Post Office to the east of the railroad tracks. Attempting to gather information on task timelines. Appears that Appendix C – Annual Report was due by May 30, 2016. Our report is pending completion, under the guidance of Town Engineer Tom Wilkes

14. New Business

- a. PDM Grant for Generator** – *We didn't qualify for loan, but application will be placed on hold for HMGP funding, which should become available by the end of July or early August.*
- d. Monthly Town Council Workshop Meeting** – Vote to Hold or Cancel

15. Community Comments/Concerns

16. Council Member Comments

- Vice - Mayor Larence Kirby:
- Secretary/Treasurer Sam Callender:
- Councilperson Judith Johnson:
- Councilperson Donald F. Tinari

17. Mayor Robert W. Sine'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.