

Town of Cheswold
1856



State of Delaware
1787

Town of Cheswold
Monthly Town Council Meeting
Monday - November 7, 2016
6:00 p.m.
CHESWOLD FIRE HALL
371 Main Street, Cheswold, Delaware 19936

A G E N D A

Meeting Notice Posted: *December 22, 2015*
Agenda Posted: *October 31, 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.
October 3, 2016 - Monthly Town Council Meeting
October 18, 2016 - Monthly Town Council Workshop Cancelled – NO MINUTES

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

a. Month of October, 2016

b. Requisitions –

Req. #	Dept.	Vendor	Item	Amount	To Be Paid By:
R7-00049	Police Dept.	DE Micro Computer	Server	\$7,258.00	SLEAF Grant
R7-00062	Police Dept.	Red the Tailor	3 Duty Belts-Dress	\$ 794.87	Gift to Police Dept.
R7-00065	Public Works	Intl. Code Council	2012 Code Books	\$ 817.75	Public Wokrs

c. Purchase Orders -

P.O. #	Dept.	Vendor	Item	Amount	To Be Paid By:
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9. Tax Collector's Report – Councilperson Theon Callender

- a. October, 2016

10. Police Department Report – Chief Christopher Workman

- a. Status Report
- b. Monthly Report – October, 2016
- c. AFLAC vs. PLEA (Professional Law Enforcement Association) – *Decision Required*

11. Public Works Department Report - Town Administrator Sam Callender

a. MONTHLY REPORT – October, 2016

b. CODE ENFORCEMENT PROPERTIES

- 30 New Street
- 33 New Street
- 215 Commerce Street
- Leyland Village
 - 30 Leyland Lane
 - Leyland Village Development Sign

c. TOWN HALL

- New Flagpole
- Flagpole Lights
- Office Redesign
 - Armotech Security Window
 - Proposed Floor Coverage

12. Planning Commission Report – Land Use Administrator Theon Callender

- a. Continuing to review **revisions to Sign Article** of Land Use Ordinance

b. Application Review – McGinnis Green Application 2016-06-22-043

Council to review and vote on submitted Final Plans as advised by Planning Commission in PC Memo 16-006, dated October 14, 2016 and Town Engineer, Tom Wilkes, P.E., in letter to Mayor Robert W. Sine, dated September 27, 2016 RVB File DKCWP008.

13. OLD BUSINESS

- a. Continued Review of **Ordinance 05-04-15-009 Residential Rental Property Registration and Permitting** – Revised and forwarded to Planning Commission Attorney Max Walton for review on Thursday, July 21, 2016. **Response Pending**

13. OLD BUSINESS – “continued”

b. Status of Pending Projects

- **Town Wide Flea Market** – Status from *Councilperson Judith Johnson*
 - **Town Hall Parking Lot** – Revised plans have been forwarded to DelDOT; **PENDING**
- c. **Town Charter Update** – *Vice Mayor Larence Kirby*
- d. **2nd Reading: Proposed Snow Removal Ordinance #09-02-16-049** – *Chief Chris Workman*
- e. **USDA Rural Community Development Initiative** – **PENDING COORDINATOR CONTACT**
- f. **Monthly Town Council Workshop Meeting** – *Decision Required*

14. NEW BUSINESS – *the following items/issues/concerns were presented at the October Council meeting or occurred during the month:*

- a. **Status of Manhole on School Lane** – *Town Admin. Sam Callender*
- b. **Sidewalk Clean Up on n/s Main Street east of railroad** – *Town Admin. Sam Callender*
- c. **Status of Sidewalk on n/s Main Street east of railroad** – *Town Admin. Sam Callender*
- d. **Old Town Clean Up** – *Planning Commissioner Colleen Ostafy*
- e. **Emergency Employment of Code Enforcement Officer** - *Town Admin. Sam Callender*
Decision Required
- f. **Proposed Salary Increase for Town Clerk** -- *Town Admin. Sam Callender*
Decision Required
- g. **Tri-Party Security and Custodial Agreement** - *Town Admin. Sam Callender*
Decision Required
- h. **1st Reading: Proposed Revised Ordinance for the Adoption of the 2012 International Building Code: Ordinance #08-05-11-023** - *Town Admin. Sam Callender*
- i. **1st Reading: Proposed Revised Ordinance for the Adoption of the 2012 International Residential Code: Ordinance #08-05-11-024-** *Town Admin. Sam Callender*
- j. **1st Reading: Proposed Revised Ordinance for the Adoption of the 2012 International Property Maintenance Code: Ordinance #08-05-11-025** - *Town Admin. Sam Callender*
- k. **Fire Company Alarm** – *Chief Chris Workman*
- l. **1st Christmas Tree Lighting** – *Town Admin Sam Callender*
Date Decision Required
- m. **Recognition of Achievement** – *Mayor Robert W. Sine*

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.