

Town of Cheswold
1856



State of Delaware
1787

**Town of Cheswold
Monthly Town Council Meeting
Monday - December 5, 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: November 28, 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.
November 7, 2016 - Monthly Town Council Meeting
November 15, 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 November, 2016

b. Requisitions –

<u>Req. #</u>	<u>Dept.</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By:</u>
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c. Proposed Purchase -

<u>Dept.</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By:</u>
Administration	Amazon	Microsoft Surface Book	\$1,410.00	General Fund

9. Tax Collector's Report – Councilperson Theon Callender
a. November, 2016

10. Police Department Report – Chief Christopher Workman
a. Status Report
b. Monthly Report – November, 2016

11. Public Works Department Report - Town Administrator Sam Callender

a. MONTHLY REPORT – October, 2016

b. CODE ENFORCEMENT PROPERTIES

- 30 New Street - Pending advice from Attorney
- 33 New Street
- 215 Commerce Street
- Leyland Village
 - 30 Leyland Lane
 - Leyland Village Development Sign – New owner changing name to Blanton Mobile Home Park. New Sign has been ordered.

c. TOWN HALL

- Status of Redesign Plan

12. Planning Commission Report – Land Use Administrator Theon Callender

- a. Continuing to review **revisions to Sign Article** of Land Use Ordinance
b. Vote on Sign Application for ER Auto Repair – Appl. #2016-10-27-049
(if recommendation is received from Planning Commission)

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**
- b. Status of Pending Projects**
- **Town Hall Parking Lot** –
- c. **Town Charter Update** – *Vice Mayor Larence Kirby*
- d. **2nd Reading: Proposed Revised Ordinance for the Adoption of the 2012 International Building Code: Ordinance #08-05-11-023** - *Town Admin. Sam Callender*
- e. **2nd Reading: Proposed Revised Ordinance for the Adoption of the 2012 International Residential Code: Ordinance #08-05-11-024**- *Town Admin. Sam Callender*

13. OLD BUSINESS – “continued”

- f. 2nd Reading: Proposed Revised Ordinance for the Adoption of the 2012 International Property Maintenance Code: Ordinance #08-05-11-025 - Town Admin. Sam Callender**
- g. 1st Reading: Proposed Revised Ordinance for the Adoption of the 2012 International Existing Building Code: Ordinance #11-17-16-050 - Town Admin. Sam Callender**
- h. USDA Rural Community Development Initiative – PENDING COORDINATOR CONTACT**
- i. Monthly Town Council Workshop Meeting – Motion to discontinue until such time as needed**

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 – PENDING RESPONSE from KENT COUNTY**
- b. Status of Sidewalk on n/s Main Street east of railroad – Town Admin. Sam Callender**
- c. Bid Reviews: *DECISION REQUIRED***
 - o Jerry’s Paving - \$15,840
 - o JT Hoover Concrete Inc. - \$6,000
 - o Sam’s Construction LLC - \$17,020
- d. Old Town Clean Up – Planning Commissioner Colleen Ostafy**
- e. Proposed Change of Engineering Firm - Town Admin Sam Callender *DECISION REQUIRED***
- f. 1st Christmas Tree Lighting – Town Admin Sam Callender**
Proposed Date and Time: Saturday, December 10, 2016 - 6:00 pm

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.