

*Town of Cheswold*  
1856



*State of Delaware*  
1787

**Town of Cheswold**  
**Minutes of the Monthly Town Council Meeting**  
**Monday – November 7, 2016**  
**6:00 p.m.**  
**Cheswold Fire Hall**  
**691 Main Street**  
**Cheswold, Delaware 19936**

The following persons were in attendance:

Mayor Bob Sine  
Vice Mayor Larence Kirby  
Secretary/Treasurer Theon Callender  
Councilperson Donald Tinari  
Councilperson Judy Johnson

Police Department: Chief Christopher Workman

Planning Commission: 0      Town Employees: 0      # Residents: 25      Unspecified: 3

**NOTICE:**

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on December 22, 2015, on the Town of Cheswold website at: <http://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://cheswold.delaware.gov>; and was filed with the Clerk of the Town of Cheswold on October 31, 2016. Copies of the agenda were available for pick-up at the Town Hall.

**MEETING:**

The meeting was called to order by Mayor Sine, at 6:05 pm and was immediately followed by the Pledge of Allegiance and a Moment of Silence.

**PROPERLY POSTED:** Based on the dates of the posting of the meeting and the agendas, Mayor Sine acknowledged that the meeting had been properly posted.

**TOWN of CHESWOLD**  
P.O. Box 220 – Cheswold, Delaware 19936  
Phone: (302) 734-6991 – Fax: (302) 734-1355

**Monthly Town Council Meeting  
Monday, November 7, 2016**

**ROLL CALL:**

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

**AGENDA REVIEW:**

Mayor Sine requested the Council 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 revised was made by Vice Mayor Kirby and seconded by Councilperson Johnson. A roll call vote on the motion resulted in a unanimous vote to approve.

**REVIEW of PEVIOUS'S MONTHS MEETINGS:**

Mayor Sine 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:

- October 3, 2016 - Monthly Town Council Meeting
- October 18, 2016 – Monthly Town Council Workshop CANCELLED – No Minutes

A motion to accept the Monthly Town Council minutes, as presented was made by Councilperson Johnson and Vice Mayor Kirby made a second to approve the motion.

A roll call vote on the motion resulted in a unanimous vote to approve.

**TREASURER'S REPORT:**

The Mayor requested Council to make any necessary statements or to make a motion to approve the following Treasury Reports, which were read by him:

- a. The Treasurer's Reports for the **Month of October, 2016** are as follows:

**Monthly Cash Flow Comparisons**

<b>TOWN of CHESWOLD</b>	<b>October, 2016</b>
Cash Receipts	\$ 65,890.41
Cash Disbursements	\$ 29,554.01
<b>Positive Monthly Cash Flow</b>	<b>\$ 36,336.40</b>

<b>ADMINISTRATION</b>	<b>October, 2016</b>
Cash Receipts	\$ 30,619.94
Cash Disbursements	\$ 15,416.27
Positive Monthly Cash Flow	\$ 15,203.67

<b>POLICE DEPARTMENT</b>	<b>October, 2016</b>
Cash Receipts	\$ 22,040.81
Cash Disbursements	\$ 11,349.71
<b>Negative Monthly Cash Flow</b>	<b>\$ 10,691.10</b>

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Monday, November 7, 2016**

**TREASURER'S REPORT** "continued":

<b>PUBLIC WORKS</b>	<b>October, 2016</b>
Cash Receipts	\$ 13,229.66
Cash Disbursements	\$ 2,788.03
Positive Monthly Cash Flow	\$ 10,441.63

c. The Treasurer's Report, **(Account Balances)**, for the **Month of October, 2016** is as follows:

<b>As of:</b>	<b>October, 2016</b>
Capital Account	\$ 15,116.12
Cheswold Heritage Day Account	\$ 4,304.98
Eide Grant Fund Account	\$ 2,460.18
Fire Company Account	\$ 28,782.25
General Fund Account	\$ 282,847.57
Land Use Applicant's Account	\$ 29,412.56
Litigation Account	\$ 20,966.02
Municipal Street Aid Account	\$ 42,283.30
Salle Grant Fund Account	\$ 1,490.56

A motion to approve the Treasurers Report was made by Councilperson Johnson. Councilperson Tinari made a second to the motion and a roll call vote on the motion resulted in a unanimous vote to approve.

**d. Requisitions -**

<b>Req. #</b>	<b>Department</b>	<b>Vendor</b>	<b>Item</b>	<b>Amount</b>	<b>To Be Paid By</b>
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 Works

A motion to approve the Requisitions was made by Vice Mayor Kirby and with a second on the motion from Councilperson Johnson, the motion passed with a unanimous roll call vote of those shown as in attendance.

**e. Proposed Purchases -**

<b>P.O. #</b>	<b>Department</b>	<b>Vendor</b>	<b>Item</b>	<b>Amount</b>	<b>To Be Paid By</b>
NOTHING TO REPORT					

**TAX COLLECTOR'S REPORT**

a. **Month of October, 2016**

**TAX REPORT: FISCAL YEAR 2016 - 2017**

Total Amount Billed: \$151,176.00

Payments as of:

**Current Year: Past Due Paid:**

07/31/2016	\$ 27,202.78	\$ 285.89
08/31/2016	\$ 75,146.49	\$ 602.45
09/30/2016	\$ 10,577.59	\$ 462.72
10/31/2016	\$ 1,460.42	\$ 227.86

The Tax Report was accepted by the Mayor and Council as presented.

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**POLICE DEPARTMENT REPORT** – *Chief Christopher Workman:*

Chief Workman delivered the following report to the Mayor and Council:

- **DEA National Drug Take Bake**

The Cheswold Police Department collected 35 lbs. of prescription drugs on National Take Back Day, held on October 22, 2016.

- **2016 Cheswold Police Department Hiring Process**

The Department received nine, (9) applications at the Department and another 27 applications through policeapps.com. The applicant pool has a total of 36 applicants; 33 male and 3 female. All applications have been preliminarily reviewed and eligible applicants will be invited to take the physical agility test.

The Cheswold Police Department will be partnering with the Smyrna Police Department to conduct the initial testing phase of the hiring process on December 10<sup>th</sup>. At that time, candidates will complete the physical fitness portion of the test and those who pass that portion will go on to take the written test on the same day.

The applicant who is offered a position with the Cheswold Police Department will be attending the Delaware State Police academy in March, 2017.

- **Proposed Police Department Town Hall Meeting**

The Cheswold Police Department is working on holding a Town Hall Meeting in the Spring of 2017 with the residents of the Town of Cheswold. We see this as an opportunity to talk about some of the reasons officers do what they do during a myriad of situations and the opportunity to provide residents the forum to ask questions and speak with officers in a relaxed atmosphere. Further information will become available, when a date and location are confirmed.

- **Training**

- Officers completed the second and third COPT required firearms qualifications for 2016 on November 2, 2016. The full requirement is to complete 3 tests per year: 1 in the Spring and 2 in the Fall.
- PFC Susan Kline obtained AED/CPR Re-certification on November 4, 2016.
- PFC Susan Kline is scheduled to attend the second phase of her FBI-LEEDA Trilogy – Executive Leadership Classes from November 14 through November 18, 2016.

- **Benefits – AFLAC vs. PLEA**

AFLAC is the well-known insurance program that pays employees absent from work for illness or injury depending on the coverage purchased. The program may be purchased by individuals or business entities or a combination of both. The Town of Cheswold currently provides limited AFLAC coverage to full time employees and they have the option to add benefits paid by them personally.

Currently, the Town spends **\$1,006.80 per year** to supply officers with AFLAC.

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**POLICE DEPARTMENT REPORT** – “continued”

- **Benefits – AFLAC vs. PLEA**

AFLAC pays employees for four (4), regular doctors’ visits per year for a total of \$20.00 per visit or \$80.00 per year. Only one officer has used this program since its inception for a return of \$20.00.

*Note: The Town’s Healthcare program does not include vision care. The cost of supplemental vision care is \$12.99 per month.*

PLEA is an insurance program well known to Police Department employees. It is a Legal Defense Plan for officers that provide an attorney for Duty related civil, criminal and administrative incidents; along with \$5,000 in Accidental Death and Dismemberment Coverage for on or off the job legal defense if an officer is charged with any violations of HR218, (right for officers to carry a concealed weapon). Cost of this service is \$105.00 yearly per officer.

In addition, PLEA provides a vision plan for Officers. The cost of service is \$7.18 per month per person for a current total of \$86.16 per year.

Officers will also be able to purchase other benefits at their own personal cost.

The **total cost to the Town of Cheswold** for **vision** and the **legal option** would be **\$573.48 per year**, resulting in a savings cost of \$433.32 per year.

The Officers of the Department have reviewed both programs and unanimously agreed that they would prefer to have the PLEA program rather than AFLAC, as they believe that PLEA will be most beneficial to them, rather than the current AFLAC program.

Mayor Sine clarified that the vision program would be included in the portion of the PLEA program for which the Town will pay.

Vice-Mayor Kirby requested the opportunity to review the documentation associated with the program, prior to making a decision. As a result of his request the vote on this item was moved to New Business.

- **Police Vehicle Car Washes**

The Department has decided to purchase a coupon book from Westside Car Wash for a total of \$25.00 per book. Each book holds 5 coupons that can be used for 5 full service washes.

- **Traffic Summons –**

Officers issued 234 traffic summonses and 40 arrests during the month of October.

- **Monthly Activity Report -**

Officers responded to or completed reports for 77 Incidents for the month of October, 2016. Twenty, (20) incidents were handled by outside agencies after hours or not dispatched and some incidents were added to that total due to a clerical error.

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Monday, November 7, 2016**

**POLICE DEPARTMENT REPORT** – “continued”

• **Monthly Incident Report – October, 2016**

911 Disconnects = 0	Fireworks = 0	Rape = 0
Accidents-H/R = 1	Fraud = 1	Relay = 0
Accidents-PD = 1	Fugitives = 3	Repossessions = 1
Accidents PI=0	Harassment = 0	Resisting Arrest = 0
AED/CPR = 0	Lock Jock = 0	Robberies = 0
Alarms = 6	Lost Property = 0	Sex Crimes = 0
Alcohol Violations = 0	Lost/Stolen Tag = 0	Shoplifting = 0
Animal Complaints = 0	Loud Party = 0	Shots Fired = 0
Assaults = 1	Medical Transport = 0	Solicitation = 0
Assigned in Error = 0	Megan’s Law = 0	Stolen Vehicle = 0
Assist Other Agencies = 14	Mental Patient = 0	Suspicious Noise = 0
BOLO = 1	Misc. Investigation = 0	Suspicious Person/s = 1
Burglary = 0	Missing Person = 0	Suspicious Vehicle/s = 0
Burning = 0	Noise Complaint = 0	Terroristic Threat/s = 0
Check on Welfare = 0	Offensive Touching = 0	Thefts = 0
Civil Dispute = 0	Open Burning = 0	Traffic Hazards = 0
Court Violation = 0	Open Door/Window = 1	Traffic Hazard/Service = 0
Criminal Impersonation = 0	Ordinance Violation = 0	Traffic Violations = 18
Criminal Mischief = 1	Overdose = 0	Trespass = 1
Curfew = 0	Parking Violation = 3	Unassigned = 8
Custody Dispute = 0	Pay Job/Special Duty = 1	Unfounded = 0
Death Investigation = 0	Pedestrian Stop = 0	Vehicle/s - Abandoned = 0
Disorderly = 2	PFA Service = 0	Vehicle/s - Disabled = 0
Domestics = 1	PFA Violation = 0	Vehicle/s - Recovered = 0
Drugs = 2	Property Checks = 2	Vehicle/Unauthzd Use = 0
Dumping = 0	Psychiatric Incident = 1	Warrant Service 0
DUI = 0	Public Assistance = 5	Weapon - Gun = 0
Fight = 0	Pursuit = 0	Welfare Check = 1

**IF YOU DON’T CALL WHO WILL – CALL 9-1-1**

The Police Department Report was accepted as presented.

**PUBLIC WORKS REPORT** – Secretary/Treasurer Sam Callender

- **Status Report** – The report was not submitted in time for the meeting:

	<b>PERMITS ISSUED</b>	<b>NEW VIOLATIONS</b>	<b>CLOSED VIOLATIONS</b>	<b>BUSINESS LICENSES ISSUED</b>	<b>BUILDING INSPECTIONS</b>
<b>October, 2016</b>			<b>Not Available</b>		

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**PUBLIC WORKS REPORT**– “continued”

• **CODE ENFORCEMENT PROPERTIES**

- **30 New Street** – Have received two, (2), demolition estimates:
  - **Sunnyfield Construction - \$8,750.00**  
If asbestos abatement survey is required additional - \$600.00  
If asbestos is present additional - \$1,000.00  
Could total - **\$10,350.00**
  - **Gateway Construction - \$16,800.00**  
Asbestos abatement survey and potential removal are included in estimated cost.

**Note:** Prior to Council decision, a response is pending from Town Attorney concerning feasibility and financial obligation associated with Town acquiring property or posting for Sherriff's sale as a result of overdue taxes. **PENDING**

**The following properties require an updated status report:**

- **33 New Street** – Grass violation. Phone numbers for owner Doug Wissman have been disconnected. Certified letters to be sent this week. **IN PROGRESS**
- **215 Commerce Street** – repairs are progressing slowly. Walk through to be scheduled with owner and Building Inspector and Code Enforcement Officer. **IN PROGRESS**
- **Leyland Village:**
  - **30 Leyland Lane** – Owner has been cited by certified mail of yard debris and trash violations twice and by oral citation as well. Some clean-up has been completed by household items and building materials remain in yard. Owner notified that violation will be forwarded to Criminal Justice Court if not cleaned by next week. **IN PROGRESS**
  - **Leyland Village Development Sign** – development is scheduled to be purchased by new owner. Sign is pending until that occurs. **PENDING.**
- **Town Hall**
  - **New Flagpole** – Placement **COMPLETE**
  - **Flagpole Lights**- Installation **COMPLETE**
  - **Office Re-design** – Plan to discuss available options with Justin Olear. All previously scheduled changes such as the Armortec Security Window and proposed new floor covering have been placed on hold. **PENDING**

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**Planning Commission Report:** - *Land Use Administrator Sam Callender*

**a. Revision of Signs, Article 13 of the Land Use Ordinance** – continues to be **IN PROGRESS**.

**b. Application Review – McGinnis Green Final Plan – Application # 2016-06-2-043**

Memo #16-006, dated October 14, 2016, associated with the Final Plan for the McGinnis Green commercial project was recommended by the Planning Commission for approval by Town Council. Town Engineer Tom Wilkes previously approved the Final Plan as submitted, in a letter to Mayor Robert W. Sine, dated September 27, 2016, associated with the Remington, Vernick & Beach File DKCWP0008.

Mr. Steve Gorksi, P.E., representing McGinnis Green presented an overview of the project to the Town Council, after which a motion was made by Vice Mayor Kirby to approve the Final Plan as presented. Councilperson Judith Johnson made a second to the motion, and it passed unanimously.

**Old Business:**

**a. Continued Review of Ordinance 05-04-15-009 Residential Rental Property Registration and Permitting** – final revisions have been completed and forwarded to Mr. Max Walton, Town Attorney for review, direction and suggestions for change if required. **RESPONSE PENDING**

**b. Status of Pending Projects:**

**1. “Town Wide Flea Market – Councilperson Judith Johnson**

Ms. Johnson reported that the “Craft Fair” was held on Saturday, November 5, 2016. It was small, but successful. There were 11 vendors and a free bouncy house for the children. The plan is to have another in April, 2017. **COMPLETE**

**2. Town Hall Parking Lot** – Mayor Sine explained the four year history of the Town’s efforts to construct a paved parking lot. It is anticipated that the plans will be filed with Kent County by the end of the month and that bid notices will be prepared. **PENDING**

**3. Town Charter Update – Vice Mayor Kirby**

Vice Mayor Kirby reported that no one else has provided any suggestions for change, so he expects to begin meeting with Ms. Callender to proceed. **PENDING**

**4. 2<sup>nd</sup> Reading: Proposed Snow Removal Ordinance #09-02-16-049**

As the Ordinance was posted in a public location, in the Fire Hall, prior to; during; and after the meeting, for attendee reading and review, a motion to waive the reading of the Ordinance was made by Councilperson Callender and with a second from Councilperson Johnson, and a unanimous Council vote, the motion passed. **PENDING**

**5. USDA Rural Community Development Initiative – PENDING COORDINATOR CONTACT**

**6. Monthly Town Council Workshop Meeting** – a motion to dismiss the holding of the Workshop was made by Vice Mayor Kirby and a second to the motion was made by Councilperson Johnson. A roll call vote resulted in the unanimous approval not to hold the meeting. **ON-GOING**

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Monday, November 7, 2016**

**New Business:**

**1. Status of Manhole on School Lane –**

Town Engineer Tom Wilkes referred the situation to Brian Hall of Kent County. Brian has referred the situation to his Maintenance & Inspections department. **PENDING RESPONSE**

**2. Sidewalk Clean Up on n/s Main Street east of Leyland Lane**

Clean up was completed by Town Maintenance Technician Bob Ridgeway – **COMPLETE**

**3. Old Town Clean Up – Planning Commissioner Colleen Ostafy**

Report was not available as Ms. Ostafy was not in attendance

**4. Emergency Employment of Code Enforcement Officer – Town Administrator Sam Callender**

Ms. Callender reported that she was notified on October 24<sup>th</sup>, by Code Enforcement Officer Michael Van Orden that effective, November 1, 2016, due to changes in his full time position that he would be resigning. He agreed to work on Mondays for the month of November, and hopefully that would provide sufficient time to find a qualified replacement.

Ms. Callender contacted Remington, Vernick & Beach and was offered a replacement at the rate of \$80.00 per hour, to which she refused. However, her son Michael Callender is also employed on a part time basis for Remington, Vernick & Beach in the Code Enforcement/Building Inspection division for \$23.56 per hour. RVB stated that they consider Michael qualified for the Code Enforcement position and have no objection to him working on a part time basis for the Town.

Ms. Callender conferred with Town Attorney Fred Townsend concerning any potential conflict of interest situations and was advised that hiring Michael is not a violation of the Town Charter or any State regulations, but recommended that the relationship between he and she be revealed in the Council meeting, and that she recuse herself from the vote.

Ms. Callender then acknowledged that although normal procedure solicits attendee comments at the end of the meeting, if it would please the Council and Mayor to permit attendee comments, concerns or questions concerning this issue at this time. The Mayor and Council agreed and Mayor Sine opened the discussion to attendees for feedback. One attendee made the statement that she sees no conflict as long as the applicant is qualified.

Mayor Sine called for a Council motion and vote, if appropriate. Vice Mayor Kirby made a motion to approve the hiring of Michael Callender as the Code Enforcement Officer for the Town of Cheswold at the rate of \$23.56 per hour. Councilperson Johnson made a second to the motion and the votes were as follows:

Vice Mayor Kirby: YES  
Councilperson Johnson: YES

Councilperson Callender: RECUSED  
Councilperson Tinari: YES

The motion passed with a vote of 3 to 1. **COMPLETE**

**5. Proposed Salary Increase for Town Clerk – Town Administrator Sam Callender**

Ms. Callender requested a salary increase for Town Clerk Shadina Jones commiserate with her increased duties of responsibilities as the Tax Collector; Human Resources Coordinator and Code Enforcement Supervisor. She proposed an increase to \$25.00 per hour.

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Monday, November 7, 2016**

**New Business:** - "continued"

**Proposed Salary Increase for Town Clerk – "continued"**

Mayor Sine acknowledged and agreed that additional responsibilities handled by Ms. Jones merits an increase in her salary.

A motion was made by Ms. Callender and seconded by Ms. Johnson to increase the hourly rate of the Town Clerk to \$25.00 per hour. A unanimous vote of the Council passed the motion. **COMPELTE**

**6. Tri-Party Security and Custodial Agreement – Town Administrator Sam Callender**

As a result of our General Fund exceeding \$250,000, we are required to insure the excess by a third party according to our bank, M&T. The FDIC insures only up to \$250,000, against bank failures. This agreement will be with John Mellon, and will insure all amounts over \$250,000, at no cost to the Town, but will protect the revenue of the Town against a bank loss. A motion to approve this agreement was made by Vice Mayor Kirby and with a second from Councilperson Johnson, the vote on the motion was passed.

**7. 1<sup>st</sup> Reading: Proposed Revised Ordinance for the Adoption of the 2012 International Building Code: Ordinance #08-05-11-023 - Town Admin. Sam Callender**

Ms. Callender read the Description and Purpose of the Ordinance and as the Ordinance was posted in a public location, in the Fire Hall, prior to; during; and after the meeting, for attendee reading and review, the reading of the entire Ordinance was waived. **PENDING**

**8. 1<sup>st</sup> Reading: Proposed Revised Ordinance for the Adoption of the 2012 International Residential Code: Ordinance #08-05-11-024- Town Admin. Sam Callender**

Ms. Callender read the Description and Purpose of the Ordinance and as the Ordinance was posted in a public location, in the Fire Hall, prior to; during; and after the meeting, for attendee reading and review, the reading of the entire Ordinance was waived. **PENDING**

**9. 1<sup>st</sup> Reading: Proposed Revised Ordinance for the Adoption of the 2012 International Property Maintenance Code: Ordinance #08-05-11-025 - Town Admin. Sam Callender**

Ms. Callender read the Description and Purpose of the Ordinance and as the Ordinance was posted in a public location, in the Fire Hall, prior to; during; and after the meeting, for attendee reading and review, the reading of the entire Ordinance was waived. **PENDING**

**10. Fire Company Alarm – Chief Chris Workman**

The Chief reported that he contacted the Fire Company and although they recognize that the fire alarm whistle is a nuisance that volunteers need to hear it. There are no plans to find an alternative solution at this time. **COMPLETE**

**11. 1<sup>st</sup> Christmas Tree Lighting – Town Admin Sam Callender**

Ms. Callender reported that the Christmas Tree has been selected and the lighting is tentatively scheduled for Saturday, December 10, 2016 at 6:00 p.m. Immanuel Methodist Church will also be asked to sing carols at the lighting.

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**12. Recognition of Achievement – Mayor Robert W. Sine**

Mayor Sine took time to recognize Town Clerk Shadina Jones for her completion of training modules associated with the latest release of the Edmunds Accounting System and to acknowledge and appreciate Ms. Sam Callender in continuing her municipal training by completing 15.0 hours of planning instruction through the Delaware Planning Education Program and 24.0 in the Academy for Excellence in Local Government Leadership, both presented by the University of Delaware in association with the Institute for Public Administration. **COMPLETE**

**13. Decision on Benefits – AFLAC vs. PLEA**

After having reviewed the benefits associated with the PLEA program, Vice Mayor Kirby made a motion to approve the discontinuance of AFLAC for personnel and the installation of the PLEA program. Councilperson Johnson made a second to the motion and a unanimous vote passed the motion.

**COMMUNITY COMMENTS:** The Mayor opened the meeting to the attendees and the following questions and/or comments were made:

- **Resident: Karen Purcell** – During the initial discussion of AFLAC vs. PLEA, Ms. Purcell desired to ask a question, but was informed that attendees could not do so in that part of the meeting and that if her comments resulted in a Councilperson changing their mind about a previous vote, the vote could be rescinded and taken again. So, at this time, she asked if the PLEA program would allow the Officers to add benefits.

Chief Workman responded that they can and provided examples, such as Family Vision; Dental; Cancer coverage; Group Life and other health benefits. He explained that a recent injury was denied by AFLAC, as it was considered an accident and not an illness, and no benefits were received. Ms. Purcell stated that she just wanted to be sure that they had considered all the alternatives. **COMPLETE**

- **Resident: Troy Roberts** – Asked for the location of the Christmas Tree lighting. Ms. Callender responded that it will be on the Town Hall property. **COMPLETE**
- **Resident: Marie Castigliani** – Wanted to know if anything could be done about the noise of the planes from the airport. Mayor Sine responded that the airport is a training location. Vice Mayor Kirby explained that the airport was in place and functioning before the Parkers Run development was built. But they may have quiet times scheduled and he will check. **PENDING**
- **Resident: Ron Duggins:** Was concerned about the delinquent tax payer status. Mayor Sine responded that Town Clerk Jones makes periodic calls and sends certified letters. Assessing and assigning liens is expensive and typically costs more than the individual bill. Over \$2,000 has been collected in back taxes. **COMPLETE**

**COUNCILPERSON COMMENTS:**

**Vice-Mayor Larence Kirby** – thanked everyone for attending the meeting and stated that there remains a seat to be filled on the Council.

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**COUNCILPERSON COMMENTS:** *"continued"*

**Secretary/Treasurer Theon Callender** – reminded everyone to please sign the attendance list.

**Councilperson Judith Johnson** – thanked everyone for attending the meeting.

**Councilperson Donald F. Tinari** – nothing to report.

**MAYOR'S COMMENTS:**

**Mayor Bob Sine's** – thanked everyone for attending and for the interest shown. He also encouraged participation on the Council, as it is still running with one person short. He closed by expressing his appreciation to Sam Callender for her efforts on behalf of the Council and the Town.

**Motion to Adjourn**

A motion was made by Councilperson Callender, seconded by Vice Mayor Kirby to adjourn at 7:20 p.m. A roll call vote on the motion resulted in a unanimous vote to approve. The meeting adjourned immediately thereafter.

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**TOWN COUNCIL MONTHLY MEETING – NOVEMBER 7, 2016**  
**CHESWOLD FIRE HALL**  
**371 Main Street, Cheswold, Delaware**  
**ATTENDEES**

Brown, Kenneth	Resident
Brown, Sandra	Resident
Buckley, Noel	Resident
Callender, Rodney	Resident
Coles, William A.	Resident
Denegal, Dorothy	Resident
Exaudus, Sherline	Resident
Griffin, Clyde	Resident
Griffin, Erica	Resident
Hart, Dorothy	Resident
Hill, Sherise	Resident
Ly, Thung	Resident
Markham, Pat & 2 Others	Visitors
McKen, Gersham	Resident
Morris, Brenda	Resident
Ostafy, Colleen	Planning Commission
Perkins, Antoine	Resident
Qian, Hui	Resident
Raysor, Leo	Resident
Raysor, Lisa	Resident
Razzak, Abdul Majid	Resident
Rhodes-Williams, Terri	Resident
Stanley, Richard & 2 Others	Resident
Valentine, Reginald	Planning Commission