



**Town of Cheswold  
Monthly Town Council Meeting  
Monday - February 5, 2018  
6:00 p.m.  
CHESWOLD TOWN HALL  
691 MAIN STREET  
Cheswold, Delaware 19936**

**A G E N D A**

**Meeting Notice Posted:** *December 18, 2017*

**Agenda Posted:** *January 29, 2018*

1. Call the meeting to order – *Mayor Robert W. Sine*
2. Pledge of Allegiance
3. Moment of Silence
4. Acknowledgement that the meeting was properly posted
5. Roll call of the Council Members ensure a quorum – *Secretary Theon Callender*
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.  
December 4, 2017 - Monthly Town Council Meeting  
January 8, 2018 - Monthly Town Council Meeting

8. **Treasurer’s Report** – *Secretary/Treasurer Theon Callender*  
Discussion and changes if any, motion to approved as presented or as amended
  - a. **Month of December, 2017**
  - b. **Month of January, 2018**

c. <b>Requisitions -</b>				
<u>Req. #</u>	<u>Dept.</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
			<i>Nothing to Report</i>	<u>To Be Paid By:</u>

d. <b>Proposed Purchase/s -</b>				
<u>Dept.</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By:</u>
Admin.	KCI Engineering	Inventory & Insp. MS4	\$13,139.00	General Fund
Admin.	RV Engineering	Inventory & Insp. MS4	\$12,500.00	General Fund

**9. Tax Collector's Report** – Councilperson Theon Callender

- a. December, 2017
- b. January, 2018
- c. Review and Vote on Tax Lien Properties

**10. Police Department Report** – Chief Christopher Workman

- a. Status Report
- b. Monthly Report – December , 2017
- c. Monthly Report – January. 2018
- c. Yearly Report - 2017

**11. Public Works Department Report** - Town Administrator Sam Callender

- a. **MONTHLY REPORT – December, 2017**
- b. **MONTHLY REPORT – January, 2018**

**c. CODE ENFORCEMENT PROPERTIES**

- 30 New Street
- 33 New Street
- 176 Boggs Run
- 179 Commerce St

**d. CONSTRUCTION REPAIRS**

- Sidewalk on n/s Main Street east of railroad – **PENDING RESPONSE FROM CTF**

**12. Planning Commission Report** – Land Use Administrator Theon Callender

- 2020 Comprehensive Plan Update

**13. OLD BUSINESS**

- a. Continued Review of **Ordinance 05-04-15-009 Residential Rental Property Registration and Permitting** – Revised and forwarded Town Attorney Fred Townsend. Expect response in January. **RESPONSE PENDING**

**b. Status of Pending Projects**

- **Town Charter Update** – Vice Mayor Larence Kirby

**a. Section 2 – Current Territorial Limits**

**From:** Remove entire written description of territorial limits

**To: Section 2 – Metes and Bounds**

The boundaries of the Town of Cheswold are hereby established and declared as recorded on the official map of record in the Recorder of Deeds Office for Kent County of the State of Delaware as presently existing and as hereinafter amended.

**NOTE:** Subsequent to the meeting, Mrs. Callender found Memo 05-16-2013-47 from Mrs. Callender to the Council of that time, documenting the process for implementing Metes and Bounds and her view of the pros and cons of doing so. In the December meeting, Vice Mayor Kirby requested additional time to review the Memo, prior to presenting an opinion or vote on this item.

**14. OLD BUSINESS – “continued”**

- **Town Charter Update**

**b. Section 5.2.1. – General**

**From:** Candidates for the Town Council must be at least 21 years of age, have been a bonafide domiciliary of the Town for a period of at least one year immediately prior to the date of the election, and otherwise qualified to vote at the annual Town election as provided in 5.4.2. No person having been convicted of a felony or a crime of moral turpitude shall be qualified to be a candidate for office on the Town Council.

**To:** Candidates for the Town Council must be at least 21 years of age; have been a member of a bonafide domiciliary of the Town for a period of at least one, (1), year immediately prior to the date of the election, and otherwise qualified to vote at the annual Town election as provided in 5.4.2. No person having been convicted of a felony shall be qualified to be a candidate for office on the Town Council.

**c. Water to Old Town – Town Administrator Sam Callender  
Pending response from State Representative Trey Paradee**

**15. NEW BUSINESS**

- a. DFIT Insurance Rebate – Vote required on usage
- b. 2018 Council Elections – Open Positions
  - Vice Mayor Larence Kirby
  - Secretary/Treasurer Sam Callender
- Councilperson Mark Moxley

**18. COMMUNITY COMMENTS/CONCERNS**

**19. Council Member Comments**

- Vice Mayor Larence Kirby:
- Councilperson Sam Callender:
- Councilperson Judith Johnson:
- Councilperson Santo Faronea:
- Councilperson Mark Moxley:

**20. Mayor Robert W. Sine’s Comments:**

**21. 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.