



Town of Cheswold
Minutes of the Monthly Town Council Meeting
Monday – April 2, 2018
6:00 p.m.
Cheswold Town Hall
691 Main Street
Cheswold, Delaware 19936

ORGANIZATIONAL MEETING

The 2018-2019 Town of Cheswold Town Council Organizational Meeting was called to order by Mayor Robert Sine at 6:08 pm. He followed by leading the attendees in the Pledge of Allegiance, followed by a Moment of Silence.

Introduction of Council Members to be Re-Install

Mr. Sine introduced Mark Moxley as a former Councilperson to be re-installed.

Additionally, he explained that Mrs. Callender & Mr. Kirby were going to be re-installed as Councilpersons, but due to personal reasons, (Mr. Kirby), and Mrs. Callender being out of Town, they both would be re-stalled at next month's Council Meeting.

Swearing-In of Councilperson

Mayor Sine proceeded to swear in Mr. Moxley as a Council Member to the Town of Cheswold for the next two years.

Election of Town Mayor

Mr. Sine then asked for nominations for the position of Town Mayor, which was made by Councilperson Johnson. She made a motion to re-elect Robert Sine as Mayor. A second to the motion was made by Councilperson Santo and the votes on the motion were unanimous.

Councilperson Johnson- YES Councilperson Santo- YES Councilperson Moxley- YES

MONTHLY TOWN COUNCIL MEETING:

The following persons were in attendance:

Mayor Robert Sine
Councilperson Judy Johnson
Councilperson Mark Moxley
Councilperson Santo Faronea

Excused: Councilperson Theon Callender
Councilperson Larence Kirby

Police Department: Excused: Chief Christopher Workman

Planning Commission: 0 Town Employees: 2 # Residents: 0 Unspecified: 0

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

NOTICE:

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on December 18, 2017, 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 March 26, 2018. Copies of the agenda were available for pick-up at the Town Hall.

MEETING:

The meeting was called to order by Mayor Sine, at 6:12 pm

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.

ROLL CALL:

The Mayor requested Town Clerk 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 Councilperson Johnson and seconded by Councilperson Santo. 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:

February 5, 2018 - Monthly Town Council Meeting

Note: There were no minutes for the March 5, 2018, as the meeting was cancelled due to a lack of a quorum.

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

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

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TREASURER'S REPORT:

The Vice 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 February and March, 2018**, are as follows:

Monthly Cash Flow Comparisons		
TOWN of CHESWOLD	February, 2018	March, 2018
Cash Receipts	\$ 26,797.16	\$ 32,306.13
Cash Disbursements	\$ 29,176.80	\$ 53,653.06
Negative Monthly Cash Flow	\$ (2,379.64)	\$ (21,346.93)
ADMINISTRATION	February, 2018	March, 2018
Cash Receipts	\$ 15,512.54	\$ 18,013.80
Cash Disbursements	\$ 10,366.62	\$ 24,260.12
Negative Monthly Cash Flow	\$ 5,145.92	\$ (6,246.32)
POLICE DEPARTMENT	February, 2018	March, 2018
Cash Receipts	\$ 4,253.52	\$ 4,647.70
Cash Disbursements	\$ 14,102.18	\$ 23,630.88
Negative Monthly Cash Flow	(\$ 9,848.66)	(\$ 18,983.18)
PUBLIC WORKS	February, 2018	March, 2018
Cash Receipts	\$ 7,031.10	\$ 9,644.63
Cash Disbursements	\$ 4,708.00	\$ 5,762.06
Monthly Cash Flow	\$ 2,323.10	\$ 3,882.57

- c. The Treasurer's Report, **(Account Balances)**, for the **Month of February, 2018 and March, 2018**, is as follows:

As of:	February, 2018	March, 2018
Capital Account	\$ 30,231.10	\$ 30,233.67
Cheswold Heritage Day Account	\$ 3,689.27	\$ 3,689.27
Eide Grant Fund Account	\$ 3,718.21	\$ 3,718.21
Fire Company Account	\$ 41,217.39	\$ 41,221.05
General Fund Account	\$ 233,361.85	\$ 218,344.20
Land Use Applicant's Account	\$ 30,385.51	\$ 30,301.84
Litigation Account	\$ 14,457.28	\$ 11,707.79
Municipal Street Aid Account	\$ 43,097.92	\$ 43,098.25
Salle Grant Fund Account	\$ 3,664.79	\$ 3,464.79

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

d. Requisitions -

<u>Req. #</u>	<u>Department</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By</u>
NOTHING TO REPORT					

e. Proposed Purchases -

<u>P.O. #</u>	<u>Department</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By</u>
Pending	Admin	Martel	Town & Police Access System	\$4,209.71	General Fund

TREASURER'S REPORT: "continued"

After discussion of the offer by Martel Inc. to install an Access Security System in the Town Hall & Police Dept., a motion was made by Councilperson Johnson to approve the purchase submitted by Martel. A second to the motion was made by Councilperson Santo and a roll call vote resulted in the passage of the motion.

TAX COLLECTOR'S REPORT

a. Month of February, 2018 and March, 2018

TAX REPORT: FISCAL YEAR 2017 - 2018

Total Amount Billed: \$142,672.80

Payments as of:

	Current Year: Past Due Paid:	
07/31/2017	\$ 13,625.28	\$ 672.75
08/31/2017	\$ 99,039.63	\$ 1,467.92
09/30/2017	\$ 4,294.26	\$ 485.02
10/31/2017	\$ 649.17	\$ 66.41
11/30/2017	\$ 665.33	\$ 69.50
12 /31/2017	\$ 1,402.90	\$ 626.53
01/31/2018	\$ 139.20	\$ 15.80
02/29/2018	\$ 536.46	\$ 43.75
03/31/2018	\$ 4,301.27	\$ 838.53

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

POLICE DEPARTMENT REPORT – Chief Christopher Workman:

Chief Workman was excused from Council Meeting, so a report was unavailable.

PUBLIC WORKS REPORT – Town Clerk

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

	<u>PERMITS ISSUED</u>	<u>NEW VIOLATIONS</u>	<u>CLOSED VIOLATIONS</u>	<u>BUSINESS LICENSES ISSUED</u>	<u>BUILDING INSPECTIONS</u>
April, 2018	8	2	0	10	2

- **CODE ENFORCEMENT PROPERTIES**

- **30 New Street – PENDING:** No Change, Electric is disconnected. The Town is still awaiting a response from Town Attorney on the Sherriff's sale process and Council's demolition decision. A formal letter of certified mail was sent to the owners of the property. No further communication has been discussed.
- **33 New Street – PENDING:** No Change, The overgrown weeds and grass at this property have been cut by Mr. Richard Ziegenhorn.

PUBLIC WORKS REPORT – Town Clerk “continued”

• **CODE ENFORCEMENT PROPERTIES**

- **41 Mckee Rd. – PENDING:** On 26 March a Notice of Violation was issued (hand delivered) to the property owner for parking violations on the premises. The property owner was given 15 days from the date of notice to have the inoperable vehicles removed and the drive cleaned or the vehicles will be towed.
- **176 Boggs Run – INSPECTION/CLOSED:** these property code violations have been abated to the satisfaction of The Town and a Notice of Compliance has been issued.
- **179 Commerce Street – ONGOING:** This property demolition phase has been completed and is now entering the reconstruction phase. The contractor has acquired all the necessary paperwork to submit for the permit process. Plans are being drawn up to be submitted to the Town Building Official to bring the structure into complete code compliance.

Old Business:

a. Status of Pending Projects:

1. **Town Charter Update** – Councilperson Kirby- excused

New Business: Nothing to Report

COMMUNITY COMMENTS: Nothing to Report

COUNCILPERSON COMMENTS:

Councilperson Theon Callender – Excused

Councilperson Judith Johnson – talked a little to Town Council about an interest in having a Heritage Day Event this summer and joining in with both Churches in the town and possible the fire department. Mayor Sine suggested that this event take place in one spot, prefer being held at the Town Hall.

Councilperson Larence Kirby – Excused

Councilperson Santo Faronea – Nothing to Report

Councilperson Mark Moxley– Nothing to Report.

MAYOR’S COMMENTS:

Nothing to Report -

Motion to Adjourn

A motion was made by Mayor Sine, seconded by Councilperson Santo to adjourn at 6:27 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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