



**Town of Cheswold  
Monthly Town Council Meeting  
Monday - August 6, 2018  
6:00 p.m.  
CHESWOLD FIRE HALL  
371 MAIN STREET  
Cheswold, Delaware 19936**

**A G E N D A**

**Meeting Notice Posted:** *December 18, 2017*  
**Agenda Posted:** *July 27, 2018*

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 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:  
July 2, 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 July, 2018**

**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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*Nothing to Report*

**c. Proposed Purchase/s -**

<u>Dept.</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By:</u>
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*Nothing to Report*

9. **Tax Collector's Report** – *Councilperson Theon Callender*
  - a. July, 2018
  - b. Delinquent Tax Status – *Town Clerk Shadina Jones*
  
10. **Police Department Report** – *Chief Christopher Workman*
  - a. Status Report
  - b. Monthly Report – July, 2018
  
11. **Public Works Department Report** – *Code Enforcement Officer Mike Callender*
  - a. Monthly Report – July, 2018
  - b. Code Enforcement Properties
  
12. **Planning Commission Report** – *Land Use Administrator Sam Callender*
  - a. **2020 Comprehensive Plan** – Status
    - a. Vote on University of Delaware IPA Assistance – Potential Cost: \$10,000
  - b. Final Plan Review and Vote:
    - i. Application 2018-05-29-066 Nobles Pond Lot Line Adjustment  
Mr. Justin Olear, Project Manager
    - ii. Application 2018-07-23-067 Cheswold Fire Company Parking Lot Expansion  
Mr. Troy Adams, P.E.
  
13. **Ordinances for Approval** - *Town Administrator Sam Callender*
  - a. **Ordinance 05-04-15-009**  
Proposed Ordinance to require landlords to provide for code enforcement inspections prior to the rental of residential properties
  
  - c. **Ordinance 08-05-11-021**  
Proposed Ordinance to eliminate the requirement for sprinklers in one, (1) and two, (2), family residential dwellings per the 2012 International Residential Code.
  
  - d. **Ordinance 07-02-2018-051**  
Proposed Ordinance to combine, revise all Town of Cheswold Fee Schedules and to include plumbing and electrical fees into a centralized document location.
  
14. **Resolutions** – *Town Administrator Sam Callender*

Nothing to Report
  
15. **Proclamations** – *Town Administrator Sam Callender*
  - a. Proclamation to declare the month of September as National Suicide Prevention Awareness Month in the Town of Cheswold
  
16. **Old Business**
  - a. **Status of Pending Projects**
    - **Town Charter Update** – *Vice Mayor Larence Kirby*  
Review of proposed changes as submitted by Secretary/Treasurer Callender

**Delete: Section 6.5 Filling Vacancies on Council**

**Add: Section 6.5.1 - Vacancies on Council**

In case of a vacancy on the Council, the remaining Council members shall elect another qualified person to serve until the next Town election at which time the voters shall elect a candidate to serve the remainder of the term if any; provided that if the vacancy occurs within thirty, (30), days of the annual Town election, the remaining council members shall elect a person to fill the remainder of the term.

**Add: Section 6.5.2 – Exemption to Residency Qualifications**

The Council reserves the right to elect a candidate who does not meet the residency qualification, (see Section 5.2.1-Qualifications), to fill any vacant position regardless of time remaining in the vacant position.

- b. **Town of Cheswold vs. Central Delaware Business Park** – *Land Use Administrator Callender*
  - Next Steps
  
- c. **Water to (Fire Hydrants for) Old Town** - *Land Use Administrator Callender*
  - In receipt of \$150,000 award letter

**17. New Business**

- a. **Introduction of First State Community Action Agency, Inc.** - *Town Administrator Callender*  
Mr. Daniel Ash – Community Development Specialist
  
- b. **Habitat for Humanity** – *Vice Mayor Kirby*
  
- c. **Main Street Crossing** - *Vice Mayor Kirby*

**18. Community Comments/Concerns –**

**19. Council Member Comments**

- Vice Mayor Kirby
- Secretary/Treasurer Callender
- Councilperson Johnson
- Councilperson Faronea
- Councilperson Moxley

**20. MAYOR 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.