

Town of Cheswold
1856



State of Delaware
1787

Town of Cheswold
Minutes of the Monthly Town Council Meeting
Monday – February 4, 2019
6:30 p.m.
Cheswold Town Hall
691 Main Street
Cheswold, Delaware 19936

The following persons were in attendance:

Mayor Robert Sine
Vice Mayor Larence Kirby-**EXCUSED**
Secretary/Treasurer Theon Callender
Councilperson Judith Johnson
Councilperson Santo Faronea
Councilperson Mark Moxley

Police Department: Chief Christopher Workman Public Works: None Town: Shadina Jones

Planning Commission: 0 Other Town Employees: 0 # Residents: 0 Visitors: 0

NOTICE:

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on December 31, 2018, 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 December 31, 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 6:05 pm.

The Pledge of Allegiance and Moment of Silence conducted during public hearing.

TOWN of CHESWOLD

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

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

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.

REVIEW of PREVIOUS MONTH'S MINUTES:

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:

January 7, 2019 – Monthly Town Council Meeting

A motion to accept the minutes, as presented, was made by Councilperson Moxley and Councilperson Faronea made a second to approve the motion.

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

TREASURER'S REPORT: *(read by Mayor Sine)*

- a. The Treasurer's Reports for the **Month of January 2019**, is as follows:

Monthly Cash Flow Comparisons

TOWN of CHESWOLD	January 2019
Cash Receipts	\$ 51622.25
Cash Disbursements	\$ 58,202.36
Negative Monthly Cash Flow	(\$ 6,580.11)

ADMINISTRATION	January 2019
Cash Receipts	\$ 42,623.92
Cash Disbursements	\$ 35,420.82
Positive Monthly Cash Flow	\$ 7,203.10

POLICE DEPARTMENT	January 2019
Cash Receipts	\$ 2,791.71
Cash Disbursements	\$ 20,370.23
Negative Monthly Cash Flow	(\$ 17,578.52)

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TREASURER'S REPORT *"continued":*

PUBLIC WORKS	January 2019
Cash Receipts	\$ 6,206.62
Cash Disbursements	\$ 2,411.31
Positive Monthly Cash Flow	\$ 3,795.31

c. The Treasurer's Report, (**Account Balances**), for the **Month of January 2019**, is as follows:

As of:	January 2019
Capital Account	\$ 30,759.03
Cheswold Heritage Day Account	\$ 4,942.71
Eide Grant Fund Account	\$ 3,852.85
Fire Company Account	\$ 42,529.40
General Fund Account	\$ 215,994.10*
Land Use Applicant's Account	\$ 26,192.08
Litigation Account	\$ 18,455.31
Municipal Street Aid Account	\$ 49,430.83
Salle Grant Fund Account	\$ 3,303.15

*The December General Fund Balance for the Town in the Bank Statement reflects a balance of \$365,994.10 however, \$150,000 of that balance is dedicated to the Old Town Water Project as it was received from State Funds can only be used for the Water Project.

d. Requisitions -

<u>Req. #</u>	<u>Department</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By</u>
R9-00048	Police Dept.	Axon	Axon Body Cameras	\$14,124.00	VC-9-24-18 Fund

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>
NOTHING TO REPORT					

TAX COLLECTOR'S REPORT

a. **Month of February 2019**

TAX REPORT: FISCAL YEAR 2018 - 2019

Total Amount Billed: \$150,827.40

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Payments as of:

Current Year: Past Due Paid:

07/31/2018	\$ 22,750.94	\$ 212.72
08/31/2018	\$ 98,852.23	\$ 1,841.46
09/30/2018	\$ 15,520.22	\$ 2,554.16
10/31/2018	\$ 1,607.35	\$ 167.39
11/30/2018	\$ 289.20	\$ 32.13
12 /31/2018	\$ 0.00	\$ 0.00
01/31/2019	\$1,559.44	\$ 5.16
02/29/2019		
03/31/2019		
04/30/2019		
05/31/2019		
06/30/2019		

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

b. DELINQUENT TAXES – Town Clerk Shadina Jones

Prior to the meeting, Town Clerk Shadina Jones reported that letters from the Attorney's office are being dispatched and some payments have started.

POLICE DEPARTMENT REPORT – Chief Christopher Workman:

- **Training –**
Cpl. Simms will be attending the second of three FBI-Leadership classes at Dover PD, Feb 25th to March 1st.
Ptln. Ketterer will be attending the AIRDE (Advanced Roadside Impaired Driving Enforcement) class at DSP Academy, Feb 21st to 22nd.
- **Crown Vic –**
2010 Ford Crown Vic has been sold and funds remitted to Town, \$500.00.
- **17' CJC Byrne Grant –**
Submitted and awaiting approval for Cradlepoint in-car routers for MDT's. Equipment will increase wi-fi connectivity in patrol vehicles.
- **Traffic Summons –**
Officers issued 250 traffic summonses during the month of December.
- **Yearly Police Department Statistics -**
Statistics for the year of 2018 can be obtained from Town Hall and are attached to these minutes.

IF YOU DON'T CALL WHO WILL – CALL 9-1-1

The Police Department Report was accepted as presented.

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PUBLIC WORKS REPORT – *Code Enforcement Officer Mike Callender*

Code Officer Callender was not in attendance at the meeting, but submitted the following report after the meeting:

a. Status Report –

	<u>PERMITS ISSUED</u>	<u>NEW VIOLATIONS</u>	<u>BUSINESS CLOSED VIOLATIONS</u>	<u>LICENSES ISSUED</u>	<u>BUILDING INSPECTIONS</u>
December 2018	6	7	3	7	0

b. CODE ENFORCEMENT PROPERTIES

- **30 New Street - NO CHANGE**
- **33 New Street – NO CHANGE**
- **179 Commerce St. – ONGOING:** James Dowd the property owner has been contacted regarding the sink hole on his property; having it filled as well as having whatever broken line inside the sinkhole repaired. Sunnyside Contractors recently contacted our office regarding temporarily filling the sinkhole with stone, they were informed that would be sufficient only after the broken line was repaired.

VIOLATIONS:

- Villages of Nobles Pond – **NEW:** Lots #243; #230; #31 all have revisions reported this period and been fined accordingly. As of this date none have satisfied their fines.
- 61 Commerce St. – **NEW:** The property owner was contacted with a Notice of Violation letter regarding a trash and an unregistered vehicle on the property.
- 77 Commerce St. – **NEW:** The property owner was contacted with a Notice of Violation letter regarding trash on the property.
- 78 Commerce St. – **NEW:** The property owner was contacted with a Notice of Violation letter regarding an unregistered vehicle on the property.
- 102 Commerce St. – **NEW:** The property owner was contacted with a Notice of Violation letter regarding a trash and two unregistered vehicles on the property.

PLANNING COMMISSION REPORT – *Land Use Administrator Sam Callender*

- a. 2020 Comprehensive Plan-** Planning Commissioners are meeting on February 20th at Nobles Pond.
- b. Blanton Mobile Home Park-** Lot Line Adjustment Appl.
waiting on revision plans from property owner.

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ORDINANCES for APPROVAL - Town Administrator Sam Callender

Ord. 08-05-11-024 Adoption of the 2012 International Residential Code

Ord. 02-01-12-036 Establishing Parking Regulations for Streets and Roadways

A motion to approve the above Ordinances as presented was made by Councilperson Faronea and a second was made by Councilperson Callender. A roll call vote of the Council passed the motion was a unanimous vote.

RESOLUTIONS for APPROVAL - Town Administrator Sam Callender

Resolution 01-17-19-092 Resolution of the Annexation of 5867 N. Dupont Hwy

A motion to approve the above Resolutions as presented was made by Councilperson Faronea and a second was made by Councilperson Moxley. A roll call vote of the Council passed the motion was a unanimous vote.

PROCLAMATION - Town Administrator Sam Callender

NOTHING to REPORT

Old Business:

- a. **Town Charter Update** – Vice Mayor Larence Kirby - NOTHING to REPORT
- b. **Town of Cheswold vs. Cheswold Business Park** – Town Administrator Sam Callender
Next Steps – PENDING
- c. **Main Street Crossing** - Vice Mayor Larence Kirby - Pending
- d. **Heritage Day 2019** – Councilperson Judith Johnson- Pending contact with Tribe Rep.

NEW BUSINESS – NOTHING to REPORT

COUNCILPERSON COMMENTS:

Vice Mayor Larence Kirby – *NOTHING to REPORT*

Secretary/Treasurer Theon Callender – NOTHING to REPORT

Councilperson Judith Johnson – *NOTHING to REPORT*

Councilperson Santo Faronea – *NOTHING to REPORT*

Councilperson Mark Moxley– *NOTHING to REPORT*

MAYOR'S COMMENTS: *NOTHING to REPORT*

MAYOR'S COMMENTS: *NOTHING to REPORT*

Motion to Adjourn

A motion was made by Councilperson Callender, seconded by Councilperson Faronea to adjourn at 6:22 p.m. A roll call vote on the motion resulted in a unanimous vote to approve and the meeting was adjourned.

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