

Town of Cheswold
1856



State of Delaware
1787

Town of Cheswold
Minutes of the Monthly Town Council Meeting
Monday – April 1, 2019
6:00 p.m.
Cheswold Town Hall
691 Main Street
Cheswold, Delaware 19936

The following persons were in attendance:

Vice Mayor Larence Kirby
Councilperson Robert Sine
Councilperson Mark Moxley
Councilperson Santo Faronea
Secretary/Treasurer Theon Callender
Councilperson Judy Johnson

Police Department: Chief Christopher Workman **Public Works:** Michael Callender **Admin:** Shadina Jones

Planning Commission: 0 Town Employees: 2 # Residents: 0 Unspecified: 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 March 25, 2019. Copies of the agenda were available for pick-up at the Town Hall.

MEETING:

The meeting was called to order by Vice Mayor Kirby, at 6:15 pm

The Pledge of Allegiance and Moment of Silence conducted.

PROPERLY POSTED: Based on the dates of the posting of the meeting and the agendas, Vice Mayor Kirby 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

Organizational Meeting:

Introduction of Council Members to be Re-Installed

Mr. Kirby introduced Robert Sine, Santo Faronea and Judith Johnson as former Councilpersons to be re-installed.

Swearing-In of Councilpersons

Vice Mayor Kirby proceeded to swear in Mr. Sine, Mr. Faronea and Ms. Johnson as Council Members to the Town of Cheswold for the next two years.

Election of Town Mayor

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

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

Appointment of Staff positions by Mayor

Larence Kirby- Vice Mayor/Business Contacts/Legislative Hall
Theon Callender- Treasurer/Secretary/Town Admin./Land Use Admin.
Mark Moxley- Emergency Management
Judy Johnson- Community Activities
Santo Faronea- Public Works

Monthly Town Council Meeting:

REVIEW of PVIOUS'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.

A motion to accept the Monthly Town Council minutes, as presented was made by Councilperson Faronea 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 March 2019**, are as follows:

Monthly Cash Flow Comparisons

TOWN of CHESWOLD	March 2019
Cash Receipts	\$ 12,595.06
Cash Disbursements	\$ 67,405.70
Negative Monthly Cash Flow	(\$ 54,810.64)

ADMINISTRATION	March 2019
Cash Receipts	\$ 5,829.63
Cash Disbursements	\$ 46,142.58
Negative Monthly Cash Flow	(\$ 40,312.95)

POLICE DEPARTMENT	March 2019
Cash Receipts	\$ 5,277.60
Cash Disbursements	\$ 20,606.77
Negative Monthly Cash Flow	(\$ 15,329.17)

PUBLIC WORKS	March 2019
Cash Receipts	\$ 1,487.83
Cash Disbursements	\$ 656.35
Positive Monthly Cash Flow	\$ 831.48

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

As of:	March 2019
Capital Account	\$ 30,764.00
Cheswold Heritage Day Account	\$ 4,942.71
Eide Grant Fund Account	\$ 3,852.85
Fire Company Account	\$ 42,536.28
General Fund Account	\$ 129,337.35*
Land Use Applicant’s Account	\$ 26,196.31
Litigation Account	\$ 9,456.65
Municipal Street Aid Account	\$ 47,392.53
Salle Grant Fund Account	\$ 3,103.15

*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.

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>
NOTHING TO REPORT					

TAX COLLECTOR'S REPORT

a. Month of March, 2018

TAX REPORT: FISCAL YEAR 2018 - 2019

Total Amount Billed: \$152,827.40

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	\$ 807.98	\$ 485.48
03/31/2019	\$ 410.40	\$ 61.56
04/30/2019		
05/31/2019		
06/30/2019		

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

b. DELINQUENT TAXES - Town Clerk Shadina Jones

Town Clerk Shadina Jones reported that 1 account has been removed in the amount of \$1,800.00 from the list payments exceeding \$1,000.00. Mayor Sine asked what the green lines meant; Shadina stated that the property owner was in bankruptcy.

POLICE DEPARTMENT REPORT - Chief Christopher Workman:

Naxolone Program- The Cheswold Police Department has completed all of the necessary training and paperwork needed for inclusion into this program we are just awaiting the final approval and delivery of Naxolone (NARCA) to our officers for deployment.

TOWN of CHESWOLD

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2017 Byrne Grant - . Grant has been complete and Cradle point project has been installed in the cars. The final paperwork will be submitted to close out the grant.

Warm Weather – with the warm weather approaching and the increase of foot traffic in the neighborhoods please remind your neighbors and constituents to lock their doors and close the windows in their cars, close and lock garages when they are not around and to not leave bicycles unattended.

DEA Annual Take Back Day - National Take Back Day will take place on Saturday, April 27th from 10am – 2pm. People can bring in their unused prescription drugs for safe disposal. No questions asked just stop by and drop them in our disposal box.

Traffic Summonses –
 Officers issued 363 traffic summons’s during the month of March.

Monthly Activity Report –
 Officers responded to or completed reports for 146 Incidents for the month of March.

PUBLIC WORKS REPORT – *Michael Callender*

- **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	3	11	1	8	0

- **CODE ENFORCEMENT PROPERTIES**
 - **30 New Street – PENDING:** No Change
 - **33 New Street – PENDING:** No Change.
 - **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.

VIOLATIONS:

- *Villages of Nobles Pond* –
- *87 New St. – NEW: A vehicle violation was issued and abated.*
- *102 Commerce St. – NEW: The property owner was contacted with a Notice of Violation letter regarding trash. Fines were issued and the trash violation was abated.*

- **Construction Repairs:**

Main St. (Rt. 42) Sidewalk – PENDING: There has been no further correspondence that this office is aware of regarding the sidewalk across the street from the post office that has been slated for repair. Awaiting information from Del Dot.

- **School Lane Repairs:**

- **PENDING** – *The Town has received a quote of \$1800 from Gateway Construction to make the repairs on School Lane and we are just needing to schedule a day.*
- **Town Hall Repairs:** *one of the awnings were damaged again and was purposely removed. The contractor is writing a proposal for a small roof over the deck.*

12. PLANNING COMMISSION REPORT – *Land Use Administrator Sam Callender*

a. **2020 Comprehensive Plan**- *Sam stated that the Comp Plan is being revised by Planning Commission and will be submitted to IPA for review.*

ORDINANCES for APPROVAL - *Town Administrator Sam Callender*
NOTHING TO REPORT

RESOLUTIONS for APPROVAL - *Town Administrator Sam Callender*
NOTHING TO REPORT

PROCLAMATION- *Town Administrator Sam Callender*
NOTHING to REPORT

Old Business:

a. **Business Contacts** – *Councilperson Kirby-*

Kirby stated he has the list of all the businesses and will be visiting them within a month.

b. **Town of Cheswold vs. Cheswold Business Park** – *Town Administrator Sam Callender*
Next Steps – PENDING

c. **Heritage Day 2019** – *Councilperson Judith Johnson- Meeting with some tribe members on more details and will know a specific location after tonight’s Firehouse meeting.*

d. **Spring Clean-up** – *Maintenance Technician Matt Mungle- A small presentation was given by Matt to the Town Council with more details and open for any questions or concerns from council.*

New Business:

- a. **Mission/Vision Statement for Cheswold-** *Sam asked for feedback from Mayor & Council*
Mayor Sine- yes Faronea- yes Johnson-yes Moxley-yes Kirby- feedback later this week.

COMMUNITY COMMENTS: Nothing to Report

COUNCILPERSON COMMENTS:

Councilperson Theon Callender – Nothing to Report.

Councilperson Judith Johnson – Nothing to Report.

Councilperson Larence Kirby - Nothing to Report.

Councilperson Santo Faronea – Nothing to Report.

Councilperson Mark Moxley– Nothing to Report.

MAYOR'S COMMENTS:

Thank you to Council for allowing him to serve as Mayor on the Town Council and keep working with Sam on Comp Plan.

Motion to Adjourn

A motion was made by Councilperson Callender, seconded by Councilperson Kirby to adjourn at 6:52 p.m. A roll call vote on the motion resulted in a unanimous vote to approve. The meeting adjourned immediately thereafter.

Submitted by: Town Clerk, Shadina Jones
May 6, 2019