



**Town of Cheswold  
Minutes of the Monthly Town Council Meeting  
Monday – July 1, 2019  
6:00 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 Judy Johnson  
Councilperson Santo Faronea  
Councilperson Mark Moxley

**Police Department:** Chief Christopher Workman **Public Works:** Michael Callender **Admin:** Shadina Jones  
Planning Commission: 0      Town Employees: 3      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 June 24, 2019. Copies of the agenda were available for pick-up at the Town Hall.

**MEETING:**

The meeting was called to order by Mayor Sine, at 6:00 pm, and was immediately followed by the Pledge of Allegiance and a Moment of Silence.

**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.

**REVIEW of AGENDA**

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. Councilperson Faronea made a motion to approve as presented and a second was made by Councilperson Johnson. A unanimous vote of the Town Council approved the motion.

**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.

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

A roll call vote on the motion resulted in a unanimous vote to approve the minutes as follows:  
June 3, 2019

**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 June 2019**, are as follows:

**Monthly Cash Flow Comparisons**

<b>TOWN of CHESWOLD</b>	<b>June 2019</b>
Cash Receipts	\$ 20,635.45
Cash Disbursements	\$ 49,140.96
<b>Negative Monthly Cash Flow</b>	<b>(\$ 28,505.51)</b>

<b>ADMINISTRATION</b>	<b>June 2019</b>
Cash Receipts	\$ 3,516.82
Cash Disbursements	\$ 32,528.48
<b>Negative Monthly Cash Flow</b>	<b>(\$ 29,011.66)</b>

<b>POLICE DEPARTMENT</b>	<b>June 2019</b>
Cash Receipts	\$ 8,134.65
Cash Disbursements	\$ 16,245.47
<b>Negative Monthly Cash Flow</b>	<b>(\$ 8,110.82)</b>

<b>PUBLIC WORKS</b>	<b>June 2019</b>
Cash Receipts	\$ 8,983.98
Cash Disbursements	\$ 367.01
Positive Monthly Cash Flow	\$ 8,616.97

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

As of:	June 2019
Capital Account	\$ 30,771.67
Cheswold Heritage Day Account	\$ 5,245.29
Eide Grant Fund Account	\$ 3,169.13
Fire Company Account	\$ 42,546.89
General Fund Account	\$ 111,887.14*
Land Use Applicant’s Account	\$ 30,427.95
Litigation Account	\$ 34,457.40
Municipal Street Aid Account	\$ 43,027.36
Salle Grant Fund Account	\$ 2,730.15

**\*The December General Fund Balance for the Town in the Bank Statement reflects a balance of \$261,887.14 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 Faronea. Councilperson Moxley made a second to the motion and a roll call vote on the motion resulted in a unanimous vote to approve.

**c. Requisitions -**

<u>Req. #</u>	<u>Department</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By</u>
R9-00069	Police	Advantech	Contract /CCTV Contract	\$1,020.00	Police Dept.

A motion to approve Requisition R9-00069 was made by Councilperson Moxley. Councilperson Faronea made a section to the motion and a unanimous roll call vote passed the motion.

**d. 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 June 2019**

**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	\$ 2,109.95	\$ 657.51
05/31/2019	\$ 513.02	\$ 159.37
06/30/2019	\$ 1459.50	\$ 492.27

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

b. **DELINQUENT TAXES – Town Clerk Shadina Jones**

Ms. Jones reported two properties came off the list but gained two more. She has reached out to Bill Pepper to see what can be done with the three properties that have went over \$5,000.00.

**POLICE DEPARTMENT REPORT** – Chief Christopher Workman:

**Training**– All officers completed training in De-Escalation and Minimizing Use of Force. The department is currently evaluating the LGBTQ+ Awareness for Law Enforcement Training program for officers to be completed sometime during the summer.

**Firefly**- Cheswold PD Officers at the request of Dover Motorsports handled the Will Call area for Firefly without incident. Officers covered the deployment from Wed, June 19 through Sunday, June 23rd.

**Heat** – summer is in full swing please check for children and do not leave animals inside of vehicles. The officers of the Cheswold Police Department are authorized to make entry into vehicles for emergency reasons.

**Dogs** - Over the past few weeks we have had reports of dogs roaming the town developments. All dogs were located and returned home. Please remember that all dogs need to be leashed when walking the dogs and make sure that your gates and enclosures are shut when letting them outside.

**TOWN of CHESWOLD**

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

**POLICE DEPARTMENT REPORT** – “continued”:

***Bike Patrol*** – Cheswold PD will resume bike patrols in the late summer and early fall when the heat and humidity are low for officer safety. Bike patrols allow officers to patrol areas that vehicles cannot go and also lets us interact better with residents.

***Police Town Hall Meeting*** – Cheswold PD will hold a Town Hall meeting on Thursday, September 19<sup>th</sup>, 6:30 PM at the Cheswold Fire Hall. This is a free program open to the public but geared towards Town residents.

***Traffic Summonses*** –

Officers issued 280 traffic summons’ s during the month of June

***Monthly Activity Report*** –

Officers responded to or completed reports for 167 Incidents for the month of June.

**Monthly Incident Report** –

Available for view at Town Hall

**PUBLIC WORKS REPORT** – *Code Enforcement Officer Michael Callender*

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

	<u>PERMITS</u>	<u>NEW</u>	<u>CLOSED</u>	<u>BUSINESS</u>	<u>BUILDING</u>
	<u>ISSUED</u>	<u>VIOLATIONS</u>	<u>VIOLATIONS</u>	<u>LICENSES</u>	<u>INSPECTIONS</u>
June 2019	7	3	1	13	2

**CODE ENFORCEMENT PROPERTIES**

- **21 Commerce St. – PENDING:** On 27, June 2019, Me. Callender spoke with Joe Coleman regarding cutting the grasses and weeds on the property. It was done and completed today.
- **30 New Street – PENDING:** On 23, June 2019, this property suffered a catastrophic structure fire, there were no injuries and the State Fire Marshal has a investigation in progress. There has been no further communication with the Fire Marshals office since Wednesday. The Code Office has since contacted a few contractors for quotes regarding final demolition and clearing of the property. There was also asbestos noted on the property which will need to be removed for which a quote for the work has been received. Chief Workman suggested to contact DNREC & DEMA to get asst. for asbestos testing which is required prior to demolition being completed. In receipt of two, (2), estimates for demolition dependent upon removal of asbestos:

Gateway Construction, Inc. - \$5,000 (*accepted by Town Admin. pending Council approval*)  
 Sunnyfield Contractors, Inc. - \$9, 850.00

- **33 New Street – PENDING:** No Change.

**PUBLIC WORKS REPORT** – “continued”

- **53 School Lane – PENDING:** A Notice of Violation was sent to the property owner regarding the weeds, grasses and trees. The owner responded within the stated time period yet came out and only partially cut the property.
- **179 Commerce St. – ONGOING:** The property is still awaiting approval from DNREC to affect repairs, a fence has since been put up around the sinkhole as recommended.

**Violations:**

- **Villages of Nobles Pond – PENDING:** One violation issued this month on Lot #302 for failed final inspection.
- **School Lane Repairs:**
- **Completed** – On 5, June 2019 repairs on School Lane were completed by Gateway Construction.

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

**2020 Comprehensive Plan:**

- a. **Survey** – Remains in progress and was included for delivery to all property owners in the 2019 – 2020 tax bills, which were sent at the end of June 2019.
- b. **Alston’s Walk** – Property has been sold, new owner’s are going with same plan of eighty-five , (85), townhome units. There is nothing further at this time.

**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. **Town of Cheswold vs. Cheswold Business Park** – Town Administrator Sam Callender  
**Next Steps – NO CHANGE REMAINS AS PENDING**

**OLD BUSINESS** – “continued”:

**b. Heritage Day 2019 – Councilperson Judith Johnson:**

Ms. Johnson reported that the event went well with a profit ending of \$533.58. She already had vendors contacting her for next year event. Mayor Sine commended Judy Johnson & Lizett for the excellent job and Thanks to the Native Tribe as well.

**c. Spring Clean-up – Code Enforcement Officer Mike Callender:**

Mr. Callender reported \$280.00 profit, and the Town will be refunded the \$549.00 for dumping fee.

**d. Water to Old Town - Town Administrator Sam Callender:**

Ms. Callender reported that Delaware Health & Social Services-Revolving Water Fund has signed a contract with Tidewater as of last week, the contract begins July 1<sup>st</sup>, Tidewater at that time will send out for bids.

**NEW BUSINESS:** Nothing to Report

**COMMUNITY COMMENTS:** Tom Wilkes from BCM Engineering re-introduced himself to the Councilmembers that had not previously met him.

**COUNCILPERSON COMMENTS:**

**Councilperson Theon Callender** – *Nothing to Report.*

**Councilperson Judith Johnson** – *Nothing to Report.*

**Councilperson Larence Kirby** - *Excused*

**Councilperson Santo Faronea** – *Requested to know the status on 179 Commerce Street.*

**Councilperson Mark Moxley**– *Nothing to Report.*

**MAYOR’S COMMENTS:**

Earlier in the meeting the Mayor expressed his thanks to Councilperson Faronea for his coordination and involvement with the POW-MIA event held at Nobles Pond on last Saturday, He also thanked Vice Mayor Kirby and Councilperson Moxley for attending and supporting the event.

**Motion to Adjourn**

A motion was made by Councilperson Callender, seconded by Councilperson Johnson to adjourn at 6:45 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*  
*July 22, 2019*