



Town of Cheswold
Minutes of the Monthly Town Council Meeting
Monday - October 7, 2019
6:00 p.m.
Cheswold Town Hall
691 Main Street
Cheswold, Delaware 19936

The following persons were in attendance:

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

Excused: Vice Mayor Larence Kirby

Police Department: Chief Christopher Workman

Admin: Shadina Jones - Excused

Public Works: Michael Callender

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 September 30, 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 6:11 pm, immediately after the temporary suspension of the Public Hearing during which the Pledge of Allegiance and a Moment of Silence was conducted during the opening.

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 Johnson and Councilperson Faronea 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:
September 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 September 2019**, are as follows:

Monthly Cash Flow Comparisons

TOWN of CHESWOLD	September 2019
Cash Receipts	\$ 65,028.24
Cash Disbursements	\$ 49,235.73
Positive Monthly Cash Flow	\$ 15,792.51

ADMINISTRATION	September 2019
Cash Receipts	\$57,601.37
Cash Disbursements	\$ 26,464.23
Positive Monthly Cash Flow	\$31,137.14

POLICE DEPARTMENT	September 2019
Cash Receipts	\$ 0.00
Cash Disbursements	\$ 18,649.05
Negative Monthly Cash Flow	(\$18,649.05)

PUBLIC WORKS	September 2019
Cash Receipts	\$7,426.87
Cash Disbursements	\$4,122.45
Positive Monthly Cash Flow	\$3,304.42

TREASURER'S REPORT - "continued":

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

As of:	September 2019
Capital Account	\$ 30,793.68
Cheswold Heritage Day Account	\$ 5,278.11
Eide Grant Fund Account	\$ 3,169.13
Fire Company Account	\$ 42,577.32
General Fund Account	\$ 229,907.27
Land Use Applicant's Account	\$ 24,377.82
Litigation Account	\$ 33,160.37
Municipal Street Aid Account	\$ 52,697.31
Salle Grant Fund Account	\$ 2,730.15
DelDOT Projects	\$ 150,000.00

*The September General Fund Balance reflects the transfer of a \$150.000 to the DelDOT Projects account which 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 Johnson and Councilperson Faronea made a second to the motion. A roll call vote passed the motion unanimously.

c. Requisitions -

<u>Req. #</u>	<u>Department</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By</u>
RO-00008	Police Dept.	Symbolarts	Chief's Challenge Coin	\$952.25	Donation

A motion to approve the requisition above was made by Councilperson Johmsn. 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 September 2019

TAX REPORT: FISCAL YEAR 2019 - 2020

Total Amount Billed: \$157,443.60

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

TAX COLLECTOR’S REPORT - “continued”:

Payments as of	Current Year: Past Due Paid:	
07/31/2019	\$ 35,901.88	\$ 280.39
08/31/2019	\$ 87,119.35	\$ 3,483.53
09/30/2019	\$ 20,500.29	\$ 122.05
10/31/2019		
11/30/2019		
12 /31/2019		
01/31/2020		
02/29/2020		
03/31/2020		
04/30/2020		
05/31/2020		
06/30/2020		

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

b. DELINQUENT TAXES – Town Clerk Shadina Jones

Ms. Jones reported the following to the Secretary/Treasurer prior to the meeting:

- The lien process for the remaining top three, (3), delinquent properties continues
- Attorney letters continue to be sent to remaining top 22 delinquent property owners

POLICE DEPARTMENT REPORT – Chief Christopher Workman:

Grants- Grant applications for SALLE and EDIE have been submitted to the State for approval. These grant requests include funds to be used for training and surveillance and investigation overtime.

Parking Ordinance – In February 2019, the Mayor and Council passed an amendment to the Parking Ordinance prohibiting parking on any grass or unimproved area within the Town which has not been specifically designated as a parking area by an appropriate traffic control device, including but not limited to any grass or unimproved area in front of any residence, apartment building or business.

The Police Department will be notifying violators of this Ordinance for first offenses and issuing violations to the homeowner thereafter.

Ride-a-Longs – With school starting and school projects beginning, the Department would like to remind parents that the Cheswold Police Department does have a Ride-a-Long program geared towards educating teens and adults on a day in the life of a law enforcement officer. Information and applications can be on the Police Department Web page.

POLICE DEPARTMENT REPORT – “continued”:

Training– Officers will be completing this year’s firearms qualifications in the coming months. The training will include low light training and certification and deployment of patrol rifles for duty.

Chief Workman will be attending this year’s IACP Conference in Chicago, IL, from October 26 through October 30, 2019.

Police Town Hall Meeting – Cheswold PD expresses thanks to all those who attended last months Police Department Town Hall meeting, held on September 19th. It was nice to see the participation and the interaction between the residents and the police. The Department was able to gather some great information on the concerns of our residents and are striving to improve and assist in those areas.

Traffic Summonses – Officers issued 270 traffic summons’ s during the month of September.

Monthly Activity Report – Officers responded to or completed reports for 179 Incidents for the month of July.

Monthly Incident Report – Available for view at Town Hall

PUBLIC WORKS REPORT – Code Enforcement Officer Michael Callender

- Status Report –

	<u>PERMITS ISSUED</u>	<u>NEW VIOLATIONS</u>	<u>CLOSED VIOLATIONS</u>	<u>BUSINESS LICENSES ISSUED</u>	<u>BUILDING INSPECTIONS</u>
September 2019	4	5	2	5	0

CODE ENFORCEMENT PROPERTIES

- 21 Commerce Street – ABATED
- 33 New Street – PENDING: No Change.
- 53 School Lane – PENDING: A 3RD Notice of Violation was sent to the property owner regarding the weeds, grasses and trees and the stockpile of topsoil located on the property.
- 179 Commerce St. – ONGOING: The property is still awaiting approval from DNREC to affect repairs.

Violations:

- Villages of Nobles Pond – PENDING: One, (1), violation was issued this month on Lot# 237.
- Parkers Run – The violation issued to 309 Boggs Run for a failed deck inspection remains outstanding.

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

2020 Comprehensive Plan:

- a. **Survey** – Commissioner Ostafy collected presented and collected several surveys the Police Department Town Hall meeting, on September 19, 2019. The Commissioners will review all the collected surveys and present the data to the Council at a future Town Council meeting.
- b. **Preliminary Plan Reviews** – If all goes as scheduled, the Commissioners will review the sub-division plans for the following:
 - Alston’s Walk- Appl. #2019-06-06-024
 - Stonington – Appl. #2019-10-07-076

ORDINANCES for APPROVAL - Town Administrator Sam Callender

The following Draft Ordinances were presented for discussion, review and necessary corrections, deletions and/or revisions:

• **Ord. 05-17-19-052 Ordinance for Police Service Fees**

PURPOSE:

It is the intent of the Town Council by the adoption of this Ordinance to impose on and collect from the person or persons in charge of or responsible for any nuisance event or activity that generates extraordinary cost or costs to the Town that over and above the cost of providing normal law enforcement services and police protection to the Town of Cheswold.

• **Ord. 06-24-19-053 Ordinance for Special Events/Block Parties**

PURPOSE

The purpose of this Ordinance to provide processes, procedures, fees, fines and guidelines, associated with the hosting requirements of conducting a block party or special event within the corporate limits of the Town of Cheswold.

• **Ord. 08-06-19-054 Ordinance for the Revision of Article 5 – Section 5-3C1 and Addition of Definitions to the Town of Cheswold Land Use Ordinance**

PURPOSE:

The purpose of this Ordinance is to revise Article 5-Section 5-3C1, Termination of Legal Non-Conforming Status, as currently defined in the Land Use Ordinance of the Town of Cheswold, to provide a precise and definitive explanation of the parameters required for the termination of a non-conforming status, associated to structures which do not conform to the requirements of the Land Use Ordinance including permitted uses by zoning codes.

• **Ord. 08-06-19-055 Ordinance for the Addition of an Agricultural Zoning District and Land Use Code Designation to the Town of Cheswold Land Use Ordinance**

PURPOSE:

The purpose of this Ordinance is to accommodate the requirements of the Town of Cheswold Comprehensive Plan by improving the maintenance of existing properties and the management and development of properties as requested by the property owner/s that is in alignment with the Town’s small-town residential and country character and appearance.

ORDINANCES for APPROVAL - “continued”:

The Mayor asked the Council for comments, concerns, revisions, suggestions on any of the Ordinances and there were none. He then asked for a motion to approve the four, (4), Ordinances in total and Councilperson Faronea so moved. Councilperson Johnson made a second to the motion. A roll call vote passed all the Ordinances into Town law.

RESOLUTIONS for REVIEW/APPROVAL - *Town Administrator Sam Callender*
NOTHING to REPORT

PROCLAMATIONS for REVIEW/APPROVAL - *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

b. Water to Old Town/Fire Hydrant Project - *Town Administrator Sam Callender:*
Ms. Callender is in the process of contacting four, (4), property owners in association with meeting the Project Coordinator, Mr. Greg Coury of Tidewater to be informed and discuss the potential need for easements on their properties.

NEW BUSINESS:

NOTHING to REPORT

COMMUNITY COMMENTS:

NOTHING to REPORT

COUNCILPERSON COMMENTS:

Councilperson Larence Kirby – *Excused*

Councilperson 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.

Motion to Adjourn

A motion was made by Councilperson Callender, seconded by Councilperson Faronea to adjourn at 6:31 p.m. A roll call vote on the motion resulted in a unanimous vote to approve. The meeting adjourned immediately thereafter.