

Town of Cheswold
1856



State of Delaware
1787

Town of Cheswold
Minutes of the Monthly Town Council Meeting
Cheswold Town Hall
691 Main Street
Cheswold, Delaware 19936
Monday - July 6, 2020
6:00 p.m.
ZOOM Teleconference
1-929-205-6099 Meeting ID: 9728359352#
<https://us02web.zoom.us/j/9728359252>
FACE MASKS ARE REQUIRED

The following persons were in attendance in person:

Mayor Larence Kirby
Vice Mayor Santo Faronea
Secretary/Treasurer Theon Callender
Councilperson Judith Johnson
Councilperson Mark Moxley

Councilperson Pending: Mr. Michael Wysong – Nobles Pond

Public Works: Michael Callender – **Code Enforcement Officer**

Zoom Attendees:

Police Department: Chief Christopher Workman

Senior Corporal: Susan Kline

Admin: Shadina Jones, **Town Clerk**

Community; Max (Last Name and Community Unknown)

NOTICE:

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on January 6, 2020, 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 29 2020. Copies of the agenda were available for pick-up at the Town Hall.

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MEETING:

The meeting was called to order Mayor Kirby, at 6:01 pm, 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 Kirby acknowledged that the meeting had been properly posted.

REVIEW of AGENDA

Mayor Kirby 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.

Vice Mayor Faronea made a motion to accept the agenda as presented. Councilperson Moxley made a second to the motion. A unanimous vote of the Town Council approved the motion.

REVIEW of PEVIOUS'S MONTHS MEETINGS

Mayor Kirby 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 Town Council minutes, as presented was made by Vice Mayor Faronea and Councilperson Moxley 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 1, 2020 – Monthly Town Council Minutes

TREASURER'S REPORT:

The Mayor requested Council to make any necessary statements or to make a motion to approve the following Treasury Reports:

- a. The Treasurer's Reports for the **Month of June 2020**, is as follows:

Monthly Cash Flow Comparisons	
TOWN of CHESWOLD	June 2020
Cash Receipts	\$ 21,403.32
Cash Disbursements	\$ 39,720.21
Negative Monthly Cash Flow	(\$ 18,316.89)

TREASURER'S REPORT - "continued":

Monthly Cash Flow Comparisons

ADMINISTRATION	June 2020
Cash Receipts	\$ 16,366.59
Cash Disbursements	\$ 23,101.90
Negative Monthly Cash Flow	(\$ 5,835.31)

POLICE DEPARTMENT	June 2020
Cash Receipts	\$ 1,568.02
Cash Disbursements	\$ 16,506.86
Negative Monthly Cash Flow	(\$ 14,938.84)

PUBLIC WORKS	June 2020
Cash Receipts	\$ 3,468.71
Cash Disbursements	\$ 111.45
Positive Monthly Cash Flow	\$ 3,357.26

b. The Treasurer's Report, (Account Balances), for the Month of June 2020, is as follows:

as of:	June 2020
Capital Account	\$ 30,920.49
Cheswold Heritage Day Account	\$ 5,268.41
Eide Grant Fund Account	\$ 3,875.72
Fire Company Account	\$ 42,752.65
General Fund Account	\$ 91,484.88
Land Use Applicant's Account	\$ 44,601.95
Litigation Account	\$ 3,904.45
Municipal Street Aid Account	\$ 47,693.18
Salle Grant Fund Account	\$ 256.34
DelDOT Projects	\$ 150,000.00

A motion to approve the Treasurers Report was made by Councilperson Johnson and Councilperson Moxley made a second to the motion. A roll call vote passed the motion unanimously.

c. Requisitions –

Req. #	Department	Vendor	Item	Amount	To Be Paid By
RO-00069	Police	Wilmer Public	3-Glock Handguns	\$900.00	General Fund

d. Proposed Purchases -

P.O. #	Department	Vendor	Item	Amount	To Be Paid By
<i>NOTHING to REPORT</i>					

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TAX COLLECTOR'S REPORT
Month of June 2020

TAX REPORT: FISCAL YEAR 2019 – 2020

Total Amount Billed: \$157,443.60

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	\$ 1,095.22	\$ 168.11
11/30/2019	\$ 1,373.89	\$ 294.22
12 /31/2019	\$ 232.44	\$ 249.90
01/31/2020	\$ 859.55	\$ 101.89
02/29/2020	\$ 1,971.61	\$ 759.78
03/31/2020	\$ 58.50	\$ 56.10
04/30/2020	\$ 197.74	\$ 246.76
5/31/2020	\$ 153.86	\$ 21.14
06/30/2020	\$ 1,090.14	\$ 1,983.79

b. DELINQUENT TAXES – *Town Clerk Shadina Jones*

As a result of COVID-19, Kent County has not forwarded updated municipal tax information as required. The information is usually received by the end of May and taxes are forwarded to recipients by the end of June. Taxes are then considered late if received after September 1. As a result of the delay by the County, Cheswold has not forwarded property taxes to property owners and once received by the Town, they will be considered late, two (2), months after they have been sent out

POLICE DEPARTMENT REPORT – *Chief Christopher Workman:*

Training– Due to the recurring Corona virus concerns many of the upcoming fall training sessions have been cancelled through the remainder of the year.

Officers are taking many classes online to keep up with their training requirements.

Scheduling – Since March 2020, with the addition of the new part time officers, the Police Department has consistently covered the two 24x7 schedules, with no breaks in service or need for DSP coverage, (unless officers are tied up with other calls).

We are still looking for one more part time officer to fill a gap and expect to have that completed as soon as the summer is offer.

POLICE DEPARTMENT REPORT – “continued”:

Grants– The Cheswold Police Department was awarded \$9,500.00 from the Criminal Justice Council, which administers the FY2020 Coronavirus Emergency Supplemental Fund. This grant, as submitted, will be used for car disinfection and deep cleaning, along with the purchase of cleaning supplies and no touch hand sanitizer stations for the Police Department for two years.

Heat – As we head into the prime time of the summer and the heat phase, remember to keep your animals cool and have shady spots and cold water available for them, if they are outside.

Do not keep your dogs in hot vehicles at any time. The temperature in cars can increase very fast and a small opening in the window is not sufficient to keep them cooled down.

It is illegal to leave pets in cars on hot days and first responders are legally able to break your car windows to save your pup.

Senate Bill 22 – <https://www.dhss.delaware.gov/dhss/dph/files/sb22endangeredpetrescorepl.pdf>

Thefts from Vehicles – During the month of June, officers had a report of thefts from numerous vehicles in the Fox Pointe section of Town. Within 12 hours Cpl. Kline had secured information on possible suspects and was able to get arrest warrants for two juveniles who have been charged and are awaiting trial.

Neighbors App – We are excited to be joining Neighbors in our efforts to connect with residents and improve the safety of our communities. Neighbors allows you, the user to share vides, photos and information related to local crime and safety incidents so fellow residents can stay informed.

The Cheswold Police Department can view what local residents have posted publicly to Neighbors and can chime-in with relevant updates or safety alerts to help residents stay informed.

You do not need a Ring device to join Neighbors. Anyone with a smartphone can download the Neighbors App in order to receive updates and have the option to post photos or videos from any device. To download, residents can text “jointoday” to 55888 or visit the app store. Feel free to spread the word and make sure to always report criminal activity or emergency situations by dialing 911.

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Traffic Summonses –

Officers issued 55 traffic summons' s during the month of June.

Monthly Activity Report –

Officers responded to or completed reports for 154 Incidents for the month of June.

Monthly Incident Report –

May report is 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>
June 2020	11	0	0	9	0

CODE ENFORCEMENT PROPERTIES

- **33 New Street – PENDING:** NO CHANGE.
- **53 School Lane – PENDING:** There has been no response from the property owner who now has six, (6), violations against the property and will continue to be fined.
- **179 Commerce St. – ONGOING:** The Building Permit for this structure was issued to the contractor and the property owner. The property owner and his attorney are aware and accepted that a Certificate of Occupancy will not be issued until the issue with the sink hole and associated pipe, located on his property is properly abated.

Violations:

- **NOTHING TO REPORT**

PLANNING COMMISSION REPORT – Land Use Administrator Sam Callender

a. 2020 Comprehensive Plan: Ms. Callender requested the Mayor and Council to participate in a joint Workshop with the Planning Commission at 6:00 pm, on either July 14 and 28 or July 16 and 30, or a combination of the dates, to discuss Chapter 11 concerning the goals and objectives of the Town for the next 10 years.

ORDINANCES for REVIEW

NOTHING to REPORT

RESOLUTIONS for REVIEW

NOTHING to REPORT

PROCLAMATIONS for REVIEW

NOTHING to REPORT

OLD BUSINESS:

a. Water to Old Town/Fire Hydrant Project - *Town Administrator Sam Callender:*

Ms. Callender reported that Duffield Engineering Associates has been selected as the engineering firm to work with Tidewater on the Cheswold Fire Hydrant Project.

NEW BUSINESS:

a. Introduction of New Council Member – Mayor Kirby introduced Mr. Michael Wysong of Nobles Pond as a volunteer to fill the vacant position on the Town Council.

Mr. Wysong served on a New Jersey Township Council for six years and is retired from the US Air Force. He is married with adult children and participates as a member of Habitat for Humanity. He informed the Mayor and Council that he desires to improve the quality of life for the Town of Cheswold.

A motion was made at 7:05 pm, by Vice Mayor Faronea to accept Mr. Wysong as a member of the Council, and a second was provided by Councilperson Johnson. The motion passed with a unanimous vote of the Council.

b. Membership Reviews/Approvals – *Town Administrator Sam Callender:*

Sam Callender, asked the Mayor and Council if they desired to remain members of the Delaware League of Local Governments, at a cost of \$800.00 per year. Mayor Kirby expressed the benefits of membership and volunteered to attend meetings. Ms. Callender informed the Council that they too are welcome at the meetings, and they are great opportunities to meet their counterparts.

Ms. Callender also suggested that the Town should once again become members of the Central Delaware Chamber of Commerce. It was determined after the meeting that the yearly dues are \$320.00 per year. Mayor Kirby also volunteered to attend these meetings.

Ma. Callender made a motion to join the Central Delaware Chamber of Commerce and to continue membership in the Delaware League of Local Governments. With a second from Councilperson Moxley, the motion passed with a unanimous Council vote.

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NEW BUSINESS: *"continued"*

c. Employee Holiday Review – Town Administrator Sam Callender:

Ms. Callender shared information that the State of Delaware declared that June 19, 2020, would be considered a State Holiday in respect of Juneteenth, the date of the notification of the declaration of freedom from slavery in most southern states to the slaves. As a result Cheswold was also closed for the day.

Ms. Callender desired to know if the Council desired to make the date a permanent holiday for the Town of Cheswold. Mayor Kirby suggested that we had to follow the lead of the State. Ms. Callender informed the Mayor and Council that the Town has the authority to set its own holidays.

Based on additional discussion, a motion to add June 19 as an additional Town Holiday was made by Vice Mayor Faronea and Councilperson Moxley made a second. A unanimous vote of the Council passed the motion.

d. New Store at Intersection of Route 42 and US Route 13 – Town Administrator Sam Callender:

Currently there is a stop work order against the store from Kent County. There will probably be a court case as a result of the name of the establishment. The Mayor and County recognizes that we may find it necessary to contest the sign as it exists.

e. Town Agreement Notification – Contract No. T202007801 Federal Aid No, NH2020(15)

Town Administrator Callender informed the Mayor and Council that she received a notice that the following bridges are scheduled for repair and re-painting:

- Bridge 2-014C (Fast Land Road over US-1)
- Bridge 2-345 (Simms Wood Road over US-1)

Mayor Kirby also stated that the Delaware National Guard may be building a motor pool on the south side of Route 42 east of Route 1.

COMMUNITY COMMENTS:

There was one potential residential attendee via Zoom. He gave his name as Max, but he did not provide his address or community.

He shared his concerns about the establishment discussed in Item D of New Business. He feels that that economic development within Cheswold will be adversely affected by this business.

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COUNCILPERSON COMMENTS:

Vice-Mayor Santo Faronea – *NOTHING to REPORT*

Secretary/Treasurer Theon Callender – *Provided congratulations to Mayor Kirby for having achieved his Master's Degree,*

Councilperson Judith Johnson – *Wanted to know if there are any legal remedies for the bushes at Fulton St. & School Lane and Main St. & Commerce. Ms. Callender said she would refer the bush at Fulton & School to the Code Enforcement Officer. She also said the bush at Main & Commerce is located on private property and drivers should really pull up past the bush before deciding to cross or turn at that intersection.*

Councilperson Mark Moxley– *Congratulated the Mayor and welcomed Mr. Wysong to the Council.*

Councilperson Michael Wysong – Stated that he's looking forward to doing things for the Town and has already read the Charter.

MAYOR KIRBY'S COMMENTS – *Provided his thanks to everyone for their participation.*

Motion to Adjourn

A motion was made by Councilperson Callender, seconded by Councilperson Johnson to adjourn at 7:17 p.m. A roll call vote on the motion resulted in a unanimous vote to approve. The meeting adjourned immediately thereafter.

Submitted by: Secretary/Treasurer Sam Callender – July 16, 2020