

Town of Cheswold
1856



State of Delaware
1787

Town of Cheswold
Minutes of the Monthly Town Council Meeting
VIRTUAL MEETING
Cheswold, Delaware 19936
Monday – February 1, 2021
6:00 p.m.
ZOOM Teleconference
1-929-205-6099 Meeting ID: 9728359352#
<https://us02web.zoom.us/j/9728359252>

The following persons were in attendance in person:

Mayor Larence Kirby
Vice Mayor Santo Faronea
Secretary/Treasurer Theon Callender
Council person Mr. Michael Wysong
Excused: Councilperson Mark Moxley
Absent: Councilperson Judith Johnson

Police Department: Chief Chris Workman

Administration: Town Clerk Shadina Jones

Community Attendee: Mr. Barry Jones, Jr.

NOTICE:

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on December 30, 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 January 25, 2021. Copies of the agenda were available for pick-up at the Town Hall.

MEETING:

The meeting was called to order Mayor Kirby, at 6:02 pm and immediately followed by the Pledge of Allegiance and a Moment of Silence.

ROLL CALL:

Mayor Kirby requested Secretary/Treasurer Callender to call the roll. And with three, (3), members of the six (6) person Council present, Ms. Callender presented a quorum to the Mayor and the meeting continued.

PROPERLY POSTED: The Mayor noted that the meeting posted on January 25, 2021 and was 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 Councilperson made a motion to accept the agenda as presented and Wysong made a second to the motion. A unanimous roll call vote of the Town Council approved the motion.

REVIEW of PEVIOUS MONTHS MINUTES

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 Councilperson Wysong and Vice Mayor 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:

January 4, 2021 – Monthly Town Council Meeting

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 January 2021**, is as follows:

Monthly Cash Flow Comparisons

TOWN of CHESWOLD	January 2021
Cash Receipts	\$ 58,197.50
Cash Disbursements	\$ 52,254.19
Positive Monthly Cash Flow	\$ 5,943.31

ADMINISTRATION	January 2021
Cash Receipts	\$ 30,454.99
Cash Disbursements	\$ 28,439.30
Positive Monthly Cash Flow	\$ 2,015.89

POLICE DEPARTMENT	January 2021
Cash Receipts	\$ 7,647.01
Cash Disbursements	\$ 23,702.07
Negative Monthly Cash Flow	\$ 16,055.06

TREASURER'S REPORT - "continued":

PUBLIC WORKS	January 2021
Cash Receipts	\$ 20,095.50
Cash Disbursements	\$ 112.82
Positive Monthly Cash Flow	\$ 19,982.68

b. The Treasurer's Report, (Account Balances), for the Month of January 2021, is as follows:

as of:	January 2021
Capital Account	\$ 29,949.28
Cheswold Heritage Day Account	\$ 4,793.57
Eide Grant Fund Account	\$ 4,537.12
Public Safety Account	\$ 42,812.72
General Fund Account	\$ 86,226.98
Land Use Applicant's Account	\$ 62,583.24
Litigation Account	\$ 18,292.80
Municipal Street Aid Account	\$ 58,906.12
Salle Grant Fund Account	\$ 4,043.41
DelDOT Projects	\$ 150,378.00

c. 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					

b. Proposed Purchase/s -

<u>Req. #</u>	<u>Dept.</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By:</u>
NOTHING TO REPORT					

The Mayor asked for a motion to approve the Treasurers Report, including Requisitions and Proposed Purchases.

A motion was so made by Councilperson Wysong and with a second from Vice Mayor Faronea and a unanimous roll call vote, the motion passed.

TAX COLLECTOR'S REPORT – Town Clerk Shadina Jones
Month of January 2021

TAX REPORT: FISCAL YEAR 2020 – 2021

Total Amount Billed: \$157,085.40

As of:	Current Year:	Past Due Paid:
07/31/2020	\$ 580.01	\$ 199.21
08/31/2020	\$ 37,604.14	\$ 300.77
09/30/2020	\$ 26,157.93	\$ 819.35
10/31/2020	\$ 22,650.37	\$ 546.30
11/30/2020	\$ 53,231.64	\$ 2,565.43
12 /31/2020	\$ 4,213.87	\$ 2,247.33
01/31/2021	\$ 2,577.00	\$ 421.99
02/29/2021		
03/31/2021		
04/30/2021		
05/31/2021		
06/30/2021		

b. DELINQUENT TAXES – Town Clerk Shadina Jones
NOTHING NEW TO REPORT

POLICE DEPARTMENT REPORT – Chief Christopher Workman:

Chief Workman presented his January 2021 report as follows:

Violent Crimes – 2nd Grant - New mobile radio approved, purchased and installed in command vehicle.

Edie Grant – D-09-20 Closed

Byrne Grant - 2019 CERF Grant is still active for Covid Supplies and 2019 Byrne Grant was closed after purchasing the new body cameras.

COPS Grant – new federal reporting system is up and running but still having issues with system. Still awaiting the ability to draw down funds for past two quarters.

POLICE DEPARTMENT REPORT – “continued”

Covid-19 Vaccines – Officers who received their 1st round of shots were put on hold for the second round due the States mismanagement of doses. The DHS is currently working to get the officers the 2nd shot before the deadline.

Street Cameras – All of the new cameras are operational and working perfectly after a month of Advantech having to tweak the signal for optimum performance.

Vacation – Chief Workman will be on vacation from March 29-April 12, 2021.

Vaccinations – Officers were given the choice to take the vaccine. Officers were vaccinated in early January and are due for their second d **Monthly Town Council Meeting**

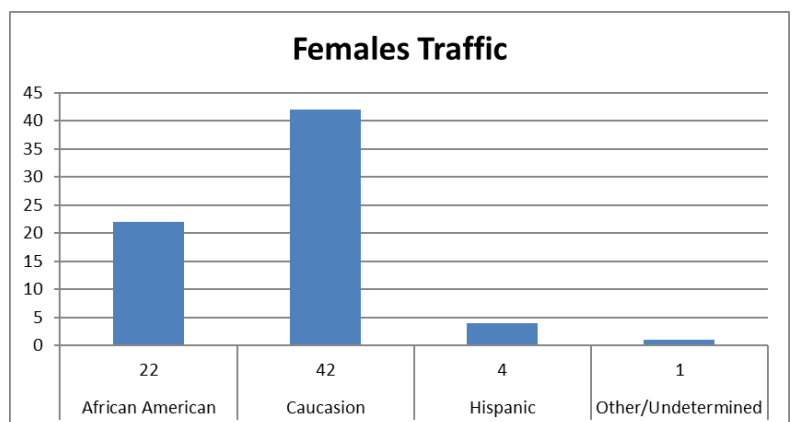
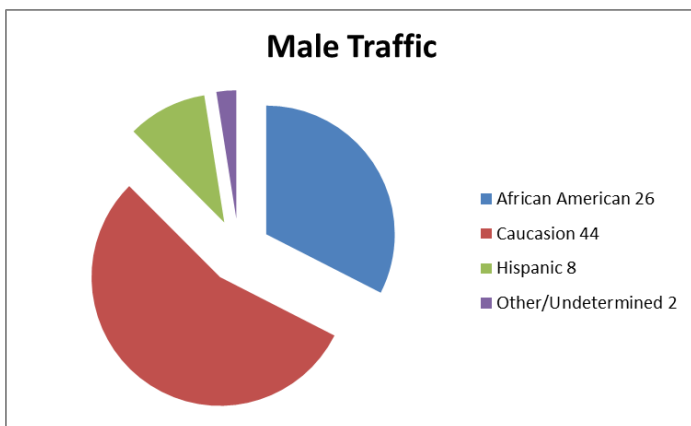
TRAFFIC

Traffic Violations Charged –

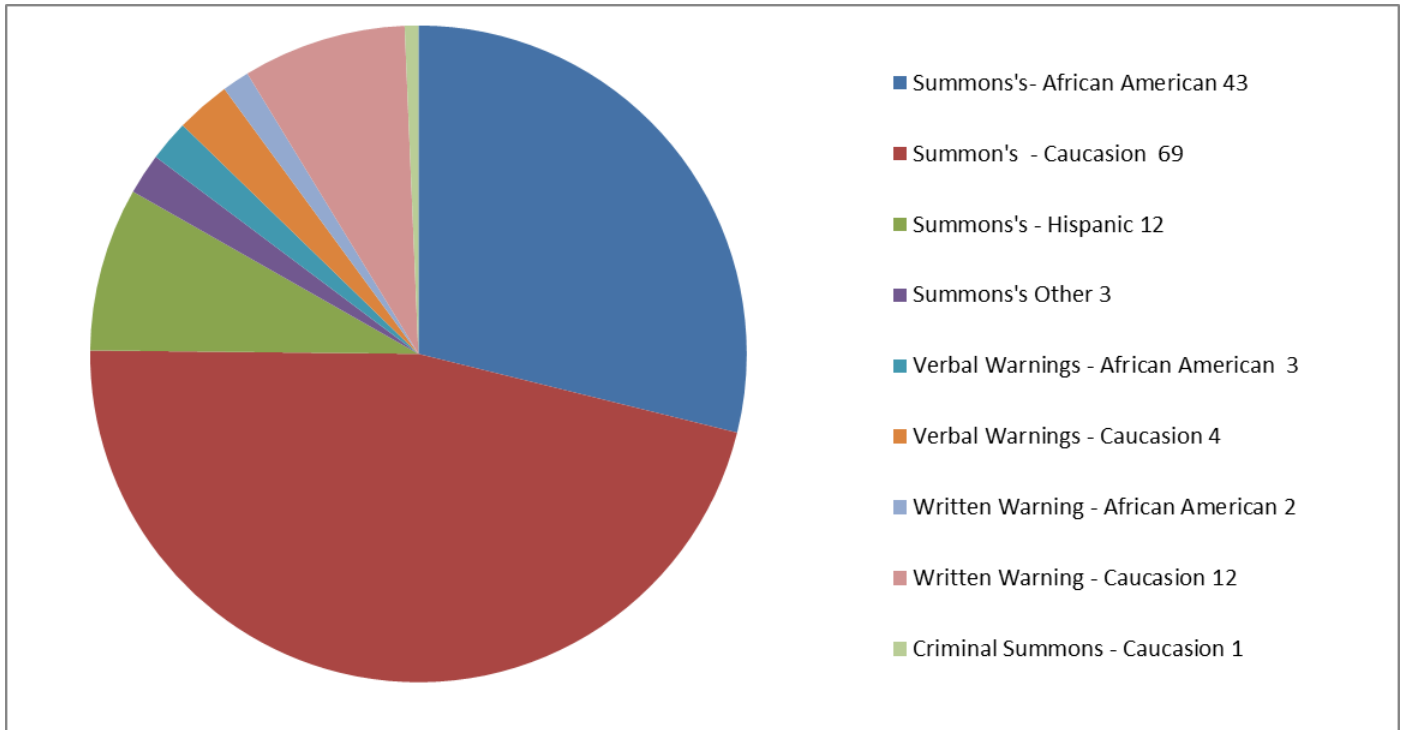
Officers issued 159 traffic summons’s during the month of January. These are the number of violations issued. (One traffic stop could equal 2 violations, eg. Speeding, no driver’s license)

Actual Traffic Stops - 149

This is a graph of the traffic stops made in January. It shows the number of stops and dispositions of stops by race and sex. In an effort to expand transparency we are adding this to the monthly report to show who our officer’s stop for violations and how they complete the stop.



POLICE DEPARTMENT REPORT – “continued”



if

CRIME STATS

Monthly Activity Report –

Officers responded to or completed reports for 235 Incidents for the month of January.

Monthly Incident Report –

Is on file at Town Hall and is available upon request.

IF YOU DON'T CALL WHO WILL – CALL 911

PUBLIC WORKS REPORT – *Code Enforcement Officer Michael Callender*

Mr. Callender presented the following report to members of the Council via e-mail prior to the meeting:

- **Status Report –**

	<u>PERMITS ISSUED</u>	<u>NEW VIOLATIONS</u>	<u>CLOSED VIOLATIONS</u>	<u>BUSINESS LICENSES ISSUED</u>	<u>BUILDING INSPECTIONS</u>
January 2921	6	2	0	6	0

CODE ENFORCEMENT PROPERTIES

- **33 New Street – PENDING: NO CHANGE.**
- **53 School Lane – UPDATE:** Property has been purchased by Joe Coleman and an agreement reached between the Land Use Administrator and Mr. Coleman for him to pay ½ the owed fines on the property and he has promised to clean it up.
PENDING
- **179 Commerce St. – ONGOING:** Updated status reports continue to be received from Mr. Dowd’s attorney, but no change of significant value has occurred. **NO CHANGE**

VIOLATIONS

- Nobles Pond – Lot 269 Two violations for failed Final Inspections

Construction Projects:

- **Stonington** – Work is progressing well and the four, (4), model homes are in different stages of construction with one home nearing completion within two or three months.
- **Alston’s Walk** – Pre-construction meeting is pending.

Town Maintenance: The water project is moving along. The 6” pipe has been installed on all Town streets, New; West; Fulton and School Lane. Work has now begun by ADEL on Commerce Street.

PLANNING COMMISSION REPORT - *Land Use Administrator Sam Callender*

- a. **Revision of Land Use Ordinance** – Article 4 continues to be in progress.
- b. **2020 Comprehensive Plan** – PLUS review scheduled for Wednesday, February 24, 2021 at 10:30 am.

ORDINANCES for REVIEW/APPROVAL – Land Use Administrator Sam Callender

NOTHING to REPORT

RESOLUTIONS:

NOTHING TO REPORT

PROCLAMATIONS:

NOTHING TO REPORT

OLD BUSINESS:

Mayor Kirby conducted a review of the open Town projects:

- **New Infrastructure** – Ms. Callender reported that the Committee has a meeting scheduled for Tuesday, February 2, 2021 at 2:00 pm at Town Hall.
- **Economic Development Plan & Cheswold Business and Merchant’s Association** – Mayor Kirby stated that he expects to have Merchant’s interest letters prepared for Council review prior to distribution by the end of the month.
- **Activities Committee** – Vice Mayor Faronea reported that he nothing new to report.
- **Park Committee** – Councilperson Wysong reported that he has been in conversation with the Professor from the University of Delaware responsible for Pop0Up Architecture and found that the first thing to be done is to develop a design. The Professor also volunteered students to work on the design.

Councilperson Wysong is also attempting to recover a CAD file from either DB&F or RVB of a previous design for the park and the Professor also provided several potential grant resources.

Whatever design is selected must make provisions for the proposed Community Garden suggested by Mr. Barry Jones, Jr.

OLD BUSINESS: *"continued"*

- **Community Garden** – Per Councilperson Wysong the Park will be designed to include a Community Garden that will be 68' x 68' and include playground; walking path; benches and parking. It has also been suggested that the Park be designed with the cooperation of Kent County and the State of Delaware.

Mr. Jones stated that funding, materials, grants and water are some of the issues surrounding the Garden development. As a result, he is holding off on my definite decisions until further discussions with the Living Lab.

- **Fire Prevention Project** – Mrs. Callender stated that the current physical status had been provided by the Code Enforcement Officer in the Public Works Report, (see above). However, a project change has occurred that will result in a water line being terminated at the Town Park. Although it will be necessary to decide when to begin service as there is a fee attached to the service whether water is used or not and the sign-up fee is \$2,500.
- **Protest Plan Team** – Team Leader Chief Chris Workman stated that he is currently developing the documents needed to begin the creation of a plan and a team meeting will be held after he acquires the necessary information.
- **MPO Participation** – Mayor Kirby stated that there is nothing new to report.

NEW BUSINESS:

- **Transportation Improvement District, (TID)** – Mrs. Callender reminded the Mayor and Council that DelDOT is seeking to have a contract with the Town to participate in a TID contract with Kent County and DelDOT. The purpose of the TID is to have developers pay a fee to DelDOT to be used for traffic improvements that may or may not immediately or ever benefit the Town of Cheswold. Ms. Callender and Mr. Tom Wilkes, Town Engineer are scheduled to meet Ms. Sarah Coakley, DelDOT representative on Friday, February 5, 2021 at 10:00 am, in Town Hall.

COMMUNITY COMMENTS:

NOTHING to REPORT

COUNCILPERSON COMMENTS:

Vice-Mayor Santo Faronea – ***NOTHING to REPORT***

Secretary/Treasurer Theon Callender – *announced that she will be out of Town for personal concerns from Tuesday, February 16, 2021 and return on Wednesday, March 17, 2021. After appreciated concerns, she assured all that she is well and they should not be concerned.*

Councilperson Judith Johnson – ***ABSENT***

Councilperson Mark Moxley – ***EXCUSED***

Councilperson Mike Wysong – ***NOTHING to REPORT***

MAYOR KIRBY'S COMMENTS – *informed the Council that his private business has proved to be more successful than he anticipated and as a result he didn't feel that he was providing his all to his clients and as a result he was tendering his resignation from the position as Mayor and Councilperson effective, March 1, 2021.*

With surprise and disappointment, Ms. Callender asked if he would consider staying in his position until March 27, 2021 at which time the results of a Town election should be known if one is held, but in any case, a new Council would be sworn on April 5, 2021 at next Council meeting. He agreed.

Motion to Adjourn

A motion was made by Councilperson Callender seconded by Vice Mayor Faronea 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: Secretary/Treasurer Sam Callender – February 10, 2021