

Town of Cheswold
1856



State of Delaware
1787

Town of Cheswold
Minutes of the Monthly Town Council Meeting
691 Main Street
Cheswold, Delaware 19936
Monday – February 6, 2022
5:00 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 Santo Faronea
Vice Mayor Michael Wysong
Councilperson Judith Johnson
Councilperson Mark Moxley
Councilperson Maxwell Amoako

Excused: Secretary/Treasurer Theon Callender

Police Department: Chief Chris Workman

Administration: Ms. Camryn Tunnell - Administrative Clerk
Mrs. Shadina Jones – Town Clerk

Public Works: Code Enforcement Officer Mr. Mike Callender

Community Attendees- Joined via Zoom:

Ellyn (Guest), Mr. Joesph Schell (Guest)

NOTICE:

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on December 15, 2021, 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 November 28, 2022. Copies of the agenda were available for pick-up at the Town Hall.

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

MEETING:

The meeting was called to order by Mayor Faronea at 5:04 pm.

PLEDGE of ALLEGIANCE and MOMENT of SILENCE

The Pledge of Allegiance and Moment of Silence were conducted after the meeting was called to order.

PROPERLY POSTED:

Administrative Clerk Camryn Tunnell noted that the meeting was properly posted.

ROLL CALL:

Mayor Faronea requested the Administrative Clerk to call the roll. And with five (5) members of the of the six (6) person Council present, Ms. Tunnell presented a quorum to the Mayor and the meeting continued.

REVIEW of AGENDA

Mayor Faronea 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 Amoako made a motion to accept the agenda as presented. With a second from Councilperson Johnson and a unanimous roll call vote of the Town Council approved the motion.

REVIEW of PREVIOUS MONTHS MINUTES

Mayor Faronea 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 Amoako 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 following minutes:

February 6, 2023 – Monthly Town Council Meeting

Note: Vice Mayor Wysong pointed out that there is no requirement to vote on the approval or acceptance of reports. Therefore, going forward, it is agreed that votes will not be taken on Reports.

TREASURER’S REPORT: *Acting Town Administrator Shadina Jones*

a. The Treasurer’s Reports for the **Month of December 2022**, is as follows:

Monthly Cash Flow Comparisons

TOWN of CHESWOLD	JANUARY 2023
Cash Receipts	\$ 70,214.06
Cash Disbursements	\$ 51,442.69
Monthly Cash Flow	\$ (18,771.37)
ADMINISTRATION	JANUARY 2023
Cash Receipts	\$ 37,093.15
Cash Disbursements	\$ 27,371.97
Monthly Cash Flow	\$ (9,721.18)
POLICE DEPARTMENT	JANUARY 2023
Cash Receipts	\$ 2,223.16
Cash Disbursements	\$ 20,905.72
Negative Monthly Cash Flow	\$ (18,682.56)
PUBLIC WORKS	JANUARY 2023
Cash Receipts	\$ 30,897.75
Cash Disbursements	\$ 3,165.00
Monthly Cash Flow	\$ (27,732.75)

b. The Treasurer’s Report, (**Account Balances**), for the **Month of January 2023**:

as of:	JANUARY 2023
Capital Account	\$ 33,325.57
Cheswold Heritage Day Account	\$ 14,690.63
Eide Grant Fund Account	\$ 4,983.58
Public Safety Account	\$ 138,402.99
General Fund Account	\$ 651,185.67
Land Use Applicant’s Account	\$ 56,952.88
Litigation Account	\$ CLOSED
Municipal Street Aid Account	\$ 63,148.53
Salle Grant Fund Account	\$ 3,037.53
DelDOT Projects	\$ 90,884.90
ARPA	\$ 510,629.94
Municipal Complex Building	\$ 745,427.49

TREASURER'S REPORT: *"continued"*

c. Requisitions –

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

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>
<i>NOTHING TO REPORT</i>					

TAX COLLECTOR'S REPORT – *Administrative Clerk Camryn Tunnell*
Month of January 2023

The Tax Collector's Report was sent out prior to the meeting and Ms. Tunnell informed the Council that the delinquent tax listing remains the same and no listings were removed during the month of January.

TAX REPORT: FISCAL YEAR 2022– 2023

Total Amount Billed: \$216,333.36

Total Amount Paid: \$199,037.33

	Paid As of:	Current Year:	Past Due Paid:
07/31/2022	\$ 15,913.33		\$ 460.38
08/31/2022	\$ 43,141.87		\$ 1,059.61
09/30/2022	\$ 109,051.48		\$ 1,278.87
10/31/2022	\$ 15,189.13		\$ 437.94
11/30/2022	\$ 15,741.38		\$ 1,185.86
12/31/2022	\$ 2,976.31		\$ 310.31
01/31/2023	\$ 1,060.30		\$ 131.54
02/29/2023	\$		\$
03/31/2023	\$		\$
04/30/2023	\$		\$
05/31/2023	\$		\$
06/30/2023	\$		\$

POLICE DEPARTMENT REPORT – Chief Christopher Workman:

Training - On Feb 1st Patrol Officer Peters completed a two-day class on Patrol Response Tactics to Critical Incidents.

We are currently scheduling out 2023 Spring Firearms Qualifications to be held with Smyrna PD in May 2023.

Chief Workman and Lt Kline will be attending the FBI-LEEDA Annual Conference in Orlando, FL, April 24-27, 2023.

The Delaware Association of Chiefs of Police Seminar is scheduled for May 2-4, 2023, and will be attended by Chief Workman and Lt Kline.

M/Cpl Eric Cooper will be attending the Delaware Behavioral Health Criminal Justice Integration Summit, May 22-23, 2023.

On Feb 6th, Chief Workman was selected by the FBI to attend the 4th Session of the National Command College in Dumfries, VA (generally held in July). Chief Workman is one of 50 leaders from agencies with 50 or less sworn officers selected to attend. The training gathers these leaders from across the US and provides leadership training and networking with their peers. All costs for the training is provided by the FBI.

The course mirrors the FBI's National Executive Institute, which is designed for agency heads with departments larger than 500 sworn officers, and the Law Enforcement Executive Development Seminar, which is designed for agency heads with departments of between 50-500 sworn officers.

During the course of the year our officers will attend classes in de-escalation, response to resistance and Crisis Intervention, just to name a few. It is the desire of the Cheswold Police Department to give our offices a well-rounded and well-balanced curriculum to continue to excel in their chosen profession and provide quality service to the community.

New Software - Lt Kline has researched some new recording software which the police department is currently testing. The new software will provide greater accountability and recording of departmental equipment and training scheduling and recording. This is a 30-day trial where the software will be evaluated to see if it meets the needs of the department.

POLICE DEPARTMENT REPORT – Chief Christopher Workman: “continued”

New Uniforms - the Blauer uniform company has reached out to the Cheswold Police Department and supplied us with uniforms to try out and wear test over the next 30 days. We are looking to find uniforms that are comfortable and functional, but also provide a less rigid and more approachable look.

These are a deviation from our uniforms and are completely navy blue with our departmental patch on the left sleeve and U.S. flag on the right. They are less expensive than the current duty uniforms at initial purchase and the improved material blend is more durable than the traditional uniforms, which frequently require expensive replacement. The new uniforms should also help to reduce dry-cleaning costs for the officers as they are meant to be machine washed and dried.

You will also see officers wearing outer carriers in the future, this allows the officers to wear their duty equipment on the vest as opposed to the belt that results in hip and back issues, along with controlling the exposure to heat and high temps in the summer months.

Hiring - The Cheswold Police Dept currently has one prospect in review that has passed the initial testing and the department will be requesting the council to approve a conditional letter of hire to that person at the regular meeting in order to complete the remainder of testing required for the candidate to be accepted into the Dover Police Academy in April 2023.

Medical Leave - Chief Workman will be having shoulder surgery on Feb 15th. Lt Susan Kline will be the officer in charge until the Chiefs return to the office.

National Night Out - this year's National Night Out is on Tuesday, August 8th. The department is currently looking at the possibility of having our first annual event. M/Cpl Jim Woznicki will be our contact point as we will be reaching out to local and state organizations to assist us in providing our residents and visitors with information on health, safety and wellness.

Traffic

Traffic Violations Charged –

Officers issued 124 traffic summons's during the month of January. These are the number of violations issued. (One traffic stop could equal 2 or more violations, eg. Speeding, no driver's license)

Actual Traffic Stops - 87

This is a graph of the traffic stops made in January. It shows the number of stops and dispositions of stops by race and gender. 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 – Chief Christopher Workman: “continued”

Male Traffic Stops

African American	28
Caucasian	15
Latino	4
Other/Undeter.	1

Female Traffic Stops

African American	20
Caucasian	13
Latino	2
Other/Undeter.	3

Dispositions

Summons

African American	43
Caucasian	25
Latino	5
Other/Undeter.	4

Verbal Warnings

African American	5
Caucasian	2
Latino	0
Other/Undeter.	0

Written Warning

African American	0
Caucasian	1
Latino	1
Other/Undetermined	0

Monthly Activity Report –

Officers responded to or completed reports for 132 Incidents for the month of January.

IF YOU DON'T CALL WHO WILL – CALL 9-1-1

Chief Workman stated he sent out the Police Department Monthly Report via email. He also presented a proposal for the Council to approve the conditional hiring of Mr. Colin Hill.

A motion was made by Vice Mayor Wysong and seconded Councilperson Amoako. The vote passed with a unanimous roll call vote of the present Councilmembers.

PUBLIC WORKS REPORT – *Code Enforcement Officer Michael Callender*

Public Works Status Report – *Code Enforcement Officer: Mike Callender*

	<u>Permits Issued</u>	<u>New Violations</u>	<u>Closed Violations</u>	<u>Building Inspections</u>
January 2023	11	2	0	1

After the Status Report, the following information was presented concerning Town properties:

- **Code Enforcement Properties:**

- 179 Commerce St. – **PENDING:** This property remains under Fines along with the Notice of Violation for Condemnation & Demolition. This office has been communicating with the Town’s Land Use Attorney’s regarding the legalities of the Town demolishing, placing a lien upon said property and the likelihood of the Town either recouping those funds or acquiring the property.

- **Violations:**
- 179 Commerce St. (x2)

- **Updates:**
- Stonington – Site development in Phase 2 has begun.

- **Public Works:**
- Bids received for vinyl siding on the Town Hall; to be presented at meeting this evening.

Ordinances for Review – *Acting Town Administrator Shadina Jones*

3rd Readings- For Vote:

- a. **Draft Ordinance 05-02-12-035 Ordinance to Define Regulations for Peddlers, Solicitors, Street Vendors and Professional Promoters within the Corporate Limits of the Town of Cheswold (aka: No Solicitation Ordinance)**

Purpose: The purpose of this Ordinance is to define the regulations, processes, applications, requirements, fees and fines to obtain a Business License to authorize door-to door, (house-to-house), sales, offers, trades or trafficking in tangible or intangible goods or services, and to provide for the safety of Town residents and property owners through the pre-identification of such persons engaged in such services. The Ordinance shall also specify situations and conditions in which street vendors may offer goods and services for purchases and the requirements for the services of a Professional Promotor to and for charitable organizations.

A motion was made by Vice Mayor Wysong and seconded by Councilperson Johnson to approve Ordinance 05-02-12-035 and passed with a unanimous roll call vote of the present Council.

- b. **Draft Ordinance 11-16-20-062 Ordinance for the Adoption of the 2018 International Property Maintenance Code – Revision #1**

Purpose: The purpose of this Ordinance is to eliminate Sections 111.1 and 111.8 of the 2018 Property Maintenance Code and to modify Section 111.2; 111.2.1; and 111.2.5 of the same code to transfer the functions of the Board of Appeals to the Board of Adjustment of the Town of Cheswold.

A motion was made by Councilperson Amoako and seconded by Vice Mayor Wysong to approve Ordinance 11-16-20-062 and passed with a unanimous roll call vote of the present Council.

- c. **Draft Ordinance 05-03-21-063 Ordinance for Special Events and Other Assemblies**

Purpose: The purpose of this Ordinance is to establish standards of behavior for special Events and other outdoor assemblies within the Town of Cheswold. This Ordinance shall be known as the Special Events Ordinance.

Ordinances for Review – *Acting Town Administrator Shadina Jones “continued”*

A motion was made by Vice Mayor Wysong and seconded by Councilperson Johnson to approve Ordinance 05-02-12-035 and passed with a unanimous roll call vote of the present Council.

14. Resolutions for Review & Vote – *Acting Town Administrator Shadina Jones*

NOTHING TO REPORT

PROCLAMATIONS – *Acting Town Administrator Shadina Jones*

NOTHING TO REPORT

NEW BUSINESS – Acting Town Administrator Shadina Jones

a. 2023 Town Election

Mrs. Jones informed the Mayor and Council that there are three seats available for the Election, and Mayor Faronea, Vice Mayor Wysong and Councilperson Amoako have the option to either run for reelection or abstain. Vice Mayor Wysong stated he would not be running for reelection as he will have several scheduling conflicts. Mr. Wysong informed the Town Administrator via email. Mr. Wysong was informed that his term will end at the Council meeting in April. He stated he would complete his term unless someone else sparks interest in holding an interim position.

OLD BUSINESS – *Acting Town Administrator Shadina Jones*

NOTHING TO REPORT

a. Town Projects:

- **Municipal Services Building – *Acting Town Administrator Shadina Jones***

NOTHING TO REPORT

OLD BUSINESS: "continued"

- Tidewater to Old Town – *Acting Town Administrator Shadina Jones*

NOTHING TO REPORT

- Economic Development Plan/Cheswold Business & Merchants Association –
Councilperson Maxwell Amoako

NOTHING TO REPORT

- Activities Committee – *Councilperson Judith Johnson/ Mayor Santo Faronea*

NOTHING TO REPORT

- Park Committee – *Vice Mayor Michael Wysong*

NOTHING TO REPORT

- Protest Plan Team – *Chief Chris Workman*

PROJECT ON HOLD UNTIL FURTHER NOTICE

- American Rescue Plan – *Acting Town Administrator Shadina Jones*

NOTHING TO REPORT

COMMUNITY COMMENTS/CONCERNS –

NOTHING TO REPORT

There were two community members who joined the meeting. The attendees were asked if they would like to make any comments. Neither attendee made a comment, nor did they provide their place of residency.

COUNCIL MEMBER COMMENTS:

Vice-Mayor Wysong - *No comments.*

Councilperson Johnson – *No comments.*

Councilperson Moxley – *No comments.*

Councilperson Amoako – *No comments.*

Mayor Comments:

Mayor Faronea's Comments – *No comments.*

MOTION to ADJOURN

A motion to adjourn was made by Councilperson Johnson and seconded by Vice Mayor Wysong. The motion passed with a unanimous roll call vote. The meeting was adjourned at 5:22 pm.

Submitted by: Administrative Assistant Camryn Tunnell – February 8, 2023

29 Del C 10004 Sec. (e) (2)....."The agenda shall be subject to change to include additional items, including executive sessions or the deletion of items, including executive sessions which arise at the time of the public body's meeting".

The Agenda items as listed may not be considered in sequence and/or removed if warranted.