

*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 - September 11, 2023**  
**5:30 p.m.**

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**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 Maxwell Amoako  
Secretary/Treasurer Theon Callender  
Councilperson Judith Johnson  
Councilperson Mark Moxley (*Excused*)  
Councilperson Robin Ridgway

**Police Department:** Chief Chris Workman

**Administration:** Ms. Camryn Tunnell – Asst. Town Clerk, Mrs. Shadina Jones – Asst. Town Administrator

**Public Works:** Code Enforcement Officer Mr. Mike Callender

**Community Attendees- Via Zoom**

Mr. Stephen Williams  
Mr. Rodney Callender

Guests- At Town Hall  
Mr. Lee Ridgway

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

**NOTICE:**

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on December 15, 2022 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 August 29, 2023. Copies of the agenda were available for pick-up at the Town Hall.

**MEETING:**

The meeting was called to order by Mayor Faronea at 5:15pm.

**PLEDGE of ALLEGIANCE and MOMENT of SILENCE**

The Pledge of Allegiance and Moment of Silence were conducted during the Public Hearing which was held at 5:00pm prior to the Town Council Meeting. A special Moment of Silence was held to remember the lives lost on 9/11/2001.

**PROPERLY POSTED:**

Assistant Town Clerk Camryn Tunnell noted that the meeting was properly posted.

**ROLL CALL:**

Mayor Faronea requested the Assistant Town Clerk to call the roll. 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.

A motion to accept the agenda as presented was made by Vice Mayor Amoako and seconded by Councilperson Ridgway. The motion was passed unanimously with a roll call vote of the Council.

**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 revisions or amendments as needed.

**REVIEW of PREVIOUS MONTHS MINUTES – “continued”**

A motion to accept the Town Council minutes, and the Public Hearing minutes, as presented, was made by Vice Mayor Amoako and Councilperson Ridgway made a second to approve the motion. A roll call vote on the motion resulted in a unanimous vote to approve the following minutes:

Town Council Monthly Meeting – August 7, 2023

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

- a. The Treasurer’s Reports for the **Month of August 2023**, is as follows:

**Monthly Cash Flow Comparisons**

<b>TOWN of CHESWOLD</b>	<b>AUGUST 2023</b>
Cash Receipts	\$ 206,450.60
Cash Disbursements	\$ 110,723.44
<b>Monthly Cash Flow</b>	<b>\$ 95,727.16</b>

<b>ADMINISTRATION</b>	<b>AUGUST 2023</b>
Cash Receipts	\$ 177,460.78
Cash Disbursements	\$ 65,591.14
<b>Monthly Cash Flow</b>	<b>\$ 111,869.64</b>

<b>POLICE DEPARTMENT</b>	<b>AUGUST 2023</b>
Cash Receipts	\$ 4,001.73
Cash Disbursements	\$ 42,064.07
<b>Negative Monthly Cash Flow</b>	<b>\$ (38,062.34)</b>

<b>PUBLIC WORKS</b>	<b>AUGUST 2023</b>
Cash Receipts	\$ 24,988.09
Cash Disbursements	\$ 3,068.23
<b>Monthly Cash Flow</b>	<b>\$ 21,919.86</b>

**TREASURER’S REPORT: *continued***

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

	as of:	AUGUST 2023
Capital Account	\$	33,402.66
Cheswold Heritage Day Account	\$	15,290.63
Eide Grant Fund Account	\$	4,983.58
Public Safety Account	\$	143,542.77
General Fund Account	\$	981,478.92
Land Use Applicant’s Account	\$	57,197.02
Municipal Street Aid Account	\$	57,379.19
Salle Grant Fund Account	\$	2,258.12
DelDOT Projects	\$	72,891.90
ARPA	\$	397,944.02
Municipal Complex Building	\$	1,265,051.36

c. Requisitions –

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

**TAX COLLECTOR'S REPORT** – *Assistant Town Clerk Camryn Tunnell*  
*Month of August 2023*

The Tax Collector's Report was sent out prior to the meeting and Ms. Tunnell did not have anything to report but noted that she is pleased with the number of tax payments received, thus far.

**TAX REPORT: FISCAL YEAR 2023-2024**

Total Amount Billed: \$260,900.40

Total Amount Paid: \$216,153.47

	Paid As of:	Current Year:	Past Due Paid:
07/31/2023	\$	54,794.15	\$ 2,354.96
<b>08/31/2023</b>	<b>\$</b>	<b>161,359.32</b>	<b>\$ 1,271.57</b>
09/30/2023	\$		\$
10/31/2023	\$		\$
11/30/2023	\$		\$
12 /31/2023	\$		\$
01/31/2024	\$		\$
02/29/2024	\$		\$
03/31/2024	\$		\$
04/30/2024	\$		\$
05/31/2024	\$		\$
06/30/2024	\$		\$

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

**Training** - Lt Kline will be attending the Mid-Atlantic Association of Women in Law Enforcement Conference September 10-14, 2023.

PFC Peters attending CIT Training - October 9-13, 2023 Dover, DE

Chief Workman will be attending the IACP Training Conference and Expo in San Diego, CA October 13-18, 2023.

Sgt Mitchell will be attending the second course of the FBI-LEEDA Executive Leadership Institute- October 23-27, 2023 in Dover, DE

**Retirement Reminder-** M/Cpl R. Eric Cooper officially retired effective Sept. 9, 2023. He has made a request to stay on as a part-time officer once he has left his full-time status.

**Energize Delaware Grant** - Both cars have arrived, and we have also received the charging station for installation.

**Violent Crimes Grant** - A total of \$21,783.80 has been awarded to the Cheswold Police Dept. for the annual Violent Crimes Grant. The application for use of the funds has been submitted and will be reviewed at September's meeting.

## **Traffic**

### **Traffic Violations Charged –**

Officers issued 140 traffic summons during the month of August. 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 - 128**

Graphs depicting traffic stops made in August and dispositions were presented to the Town Council. The following reflects the data depicted on the graphs by either ethnicity or 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	33
Caucasian	25
Latino	7
Other/Undeter.	3

**Female Traffic Stops**

African American	29
Caucasian	29
Latino	1
Other/Undeter.	1

**Dispositions**

**Summons**

African American	53
Caucasian	50
Latino	7
Other/Undeter.	4

**Verbal Warnings**

African American	8
Caucasian	4
Latino	1
Other/Undeter.	0

**Written Warning**

African American	1
Caucasian	0
Latino	0
Other/Undetermined	0

**Monthly Activity Report** – Officers responded to or completed reports for 144 incidents for the month of August.

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

Chief Workman noted that his report was sent prior to the meeting. There were no updates to be reported during the meeting.

**PUBLIC WORKS DEPARTMENT REPORT**

	<u>Permits Issued</u>	<u>New Violations</u>	<u>Closed Violations</u>	<u>Building Inspections</u>
August 2023	7	2	0	1

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

- **Code Enforcement Properties:**
  - 179 Commerce St. – **PENDING:** There have been two contractors that have acquired permits from this office for asbestos remediation and demolition. I have spoken with both contractors and have been given an eventual start time of approximately one month for completion.
- **Violations:**
  - 179 Commerce St. (x2)
- **Updates:**
  - Stonington – Construction continues steadily, and Ryan Homes is currently building in Phase 5.
  - Construction has begun in earnest on the new Taco Bell restaurant.
- **Public Works:**
  - The scheduled work on the milling, rebuilding, and paving of East St. along with its adjoining alley has been completed.

Mr. Callender stated his report was sent via email prior to the meeting. He stated the report was light for the previous month. He informed the Council that he has spoken with both contractors for 179 Commerce Street. The permits have been obtained and the prep work has begun. The asbestos is scheduled to be removed soon.

Mr. Callender also made note that Taco Bell’s framing has been placed and the McGinnis Green sign has been removed and placed in its new location.



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

- a. **Next Meeting:** Thursday, September 14, 2023  
5:00 p.m.  
Cheswold Town Hall  
691 Main Street

Mrs. Callender stated the Planning Commission will discussing a question concerning rentals at the next Planning Commission meeting.

- b. Annexation Application 2023-05-02-118- **Approval/Vote**
- Applicant: A Better Mind Set, 5673 N. Dupont Hwy
  - Map ID: 4-00-04602-01-1400-000 (*Currently located in Kent County*)
  - Current Zone = BG (*Business General – Kent County*)
  - Assigned Zoning Code = C-2 (Highway Commercial)
  - Acres = 0.46
  - Existing Conditions:
    - Drainage = **Undeveloped**
    - Zoning = Re-zoning Required from County to Town
    - Electric = **Undeveloped**
    - Sewer = Kent County
    - Water = **Well**
    - Easements = **Undeveloped**
    - Property Tax = \$ .60 per \$100 of assessed value
  - Owner Representative = Tameika Bugam; 302-480-5793

The Annexation Application for A Better Mindset was the only vote required for the Council to make. A motion was made by Vice Mayor Amoako and seconded by Councilperson Johnson and passed unanimously with a roll call vote of the Council.

**13. Ordinances for Review/Vote** – *Town Administrator Sam Callender -Final Approval/Vote*

- 05-02-12-035
- 11-16-20-062
- 05-03-21-063

Mrs. Callender noted that the Ordinances for Review that were listed on the agenda were placed in error and will be disregarded.

**Ordinances for Review/Vote – Town Administrator Sam Callender “continued”**

**a. Ordinance 05-03-23-071 FARM ANIMALS Within Town Limits – 3<sup>rd</sup> Reading**

No comments, concerns or changes were made.

**b. Ordinance 01-07-08-005 Revision #1 – DELETION of Ordinance in Its’ Entirety - 3<sup>rd</sup> Reading**

Purpose: The purpose of this ordinance is to delete the entirety of Ordinance 01-07-08-005 which specified the creation of a trust fund from the proceeds gained from Building Permit surcharge fees, which were to be used to benefit the Capital School District for capital improvements which solely served and benefitted the Town of Cheswold.

Mr. Amoako stated he had no questions and made mention that the Ordinance to be deleted is related to Capital School District. Mrs. Callender confirmed that is correct and stated although the Ordinance was previously discussed, it is required to the three (3) readings before a vote can be held. No further comments, concerns or changes were made.

**c. Ordinance #: 05-04-15-011– RENTAL INSPECTION - 3<sup>rd</sup> Reading**

It is the intent of the Town of Cheswold to provide rental residents within the Town, the right and opportunity to inhabit environmentally and physically, clean, safe, and healthy living conditions within and immediately surrounding their rental property, through the inspection of those properties and by establishing and ensuring adherence to rules, regulations, processes, policies, fines, penalties, violations, and procedures for the maintenance of such properties. It is additionally the intent of the Town of Cheswold to assist property owners of rental properties and surrounding properties the right and opportunity to maintain and reside in an environment as free of criminal activity as possible, by establishing and enforcing fines, penalties and violations conducted on or in rental properties with or without the knowledge of the property owner.

The health, safety, and welfare of the occupants of leased/rented dwellings are of the utmost importance to the Town, as are the neighborhoods in which these dwellings are located.

**Ordinances for Review/Vote –Town Administrator Sam Callender “continued”**

Mrs. Callender stated this Ordinance would be back as the Town’s General Attorney made some changes and Mrs. Callender will need to make revisions to the original and the Ordinance will require another reading by the Council for any questions, concerns or comments on the revisions.

**RESOLUTIONS for REVIEW/VOTE – Town Administrator Sam Callender**

- Resolution 08-16-23-115 Retro-Active Appointment of 2 Planning Commissioners

Mrs. Callender informed the Council that the Resolution is to appoint two (2) Planning Commissioners. The two (2) members are Mike Callender and Kara Naples. The Council is very familiar with Mr. Callender and Ms. Naples is the daughter of Mr. David Naples, the Town’s Building Official. Planning Commissioners are appointed for a 5-year period, once the appointments are made by Council. Mr. Callender’s retro-active date would be effective April 13, 2023, and Ms. Naples retro-active date would be effective August 10, 2023.

Mr. Amoako made a motion to approve the appointments of both Planning Commissioners. Councilperson Johnson seconded the motion and it passed unanimously with a roll call vote of the Council.

**PROCLAMATIONS – Town Administrator Sam Callender**

***NOTHING TO REPORT***

**NEW BUSINESS – Town Administrator Sam Callender**

***NOTHING TO REPORT***

**OLD BUSINESS – Town Administrator Sam Callender**

**TOWN PROJECTS:**

- MPO (Metropolitan Planning Organization) – Town Administrator Sam Callender

***NOTHING TO REPORT***

**OLD BUSINESS** – *“continued”*

- **Municipal Services Building – *Town Administrator Sam Callender***

Mrs. Callender presented the layout of the new Town Hall building. The Mayor and Council did not see fit to make any changes to the layout of the building. Mr. Amoako noted that it is very interesting that the current Town Hall building does not have a holding cell. Mrs. Callender informed the Council that Mr. Wilkes, P.E., is working with the architects to design the interior of the building.

- **Tidewater Project – Water to Old Town – *Town Administrator Sam Callender***

Mrs. Callender stated she has nothing new to report, as Mr. Wilkes is out of the office on medical leave and the project will resume once he returns.

- **Economic Development Plan/Cheswold Business & Merchants Association –  
*Vice-Mayor Maxwell Amoako***

Vice-Mayor Amoako informed the Council that he sent correspondence to the local business owners in July, and he gave them until the end of September to respond to his letter. He is still awaiting responses. He will update the Council as soon as he has new information to present.

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

Mrs. Johnson stated the Heritage Day plans are underway and everything is falling into place.

- **Park Committee – *Town Administrator Sam Callender***

Mrs. Callender thanked the Park Committee (Mrs. Jones and Ms. Ridgway) for their hard work in helping the park plans come together. Mr. Wilkes has also played an active role in developing the park layout and grant. A grant, (ORPT – Outside Recreation Parks & Trail), request has been submitted.

The display of the park layout was presented to the Mayor and Council and the Council discussed events and activities that can be held on the property. The Council discussed a piece of land located next to the park that is in question. It was noted that there will be fencing, and security devices installed.

A motion to approve the park plans was made by Vice Mayor Amoako and seconded by Councilperson Johnson. The motion passed unanimously with a roll call vote of the Council.

**OLD BUSINESS** – *“continued”*

- **Protest Plan Team** – *Chief Chris Workman*  
*On Hold Until Further Notice*
  
- **American Rescue Plan - Town Administrator Sam Callender**  
*NOTHING TO REPORT*

**COMMUNITY COMMENTS/CONCERNS** –

*No comments.*

**COUNCIL MEMBER COMMENTS:**

**Vice-Mayor Amoako** – Mr. Amoako thanked the firefighters and police officers who risked their lives during 9/11. He noted that he was in school during 9/11. Mr. Amoako stated that firefighters have the most underappreciated job and he wanted to express his appreciation for them.

**Secretary/Treasurer Callender** – Mrs. Callender seconded Mr. Amoako’s statement with no further comments.

**Councilperson Johnson** – *No comments.*

**Councilperson Moxley** – *Excused*

**Councilperson Ridgway** – *No comments.*

**Mayor’s Comments:**

**Mayor Faronea** – Mayor Faronea expressed his appreciation for firefighters and gave a shoutout to the Cheswold Fire Company as they urgently responded to a fire in Nobles Pond.

Following the Honorable Mayor's comments a small discussion about firefighters was had. Vice Mayor Amoako started the conversation by remembering and honoring his friend's parents who were firefighters and passed away in the year 2000. He believes firefighters are the least appreciated people in our Country. Members of the Council agreed and expressed more appreciation for firefighters and highlighted volunteer firemen and women.

**MOTION to ADJOURN**

A motion to adjourn made by Councilperson Callender and seconded by Councilperson Ridgway. The motion passed with a unanimous roll call vote. The meeting was adjourned at 5:44 pm.

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.

*Submitted by: Administrative Assistant Camryn Tunnell – September 14, 2023*