

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 – March 4, 2024
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:

Mayor Santo Faronea
Vice Mayor Maxwell Amoako (*Zoom*)
Secretary/Treasurer Theon Callender
Councilperson Judith Johnson
Councilperson Mark Moxley
Councilperson Robin Ridgway

Police Department: Chief Chris Workman

Administration: Mrs. Camryn Jones – Asst. Town Clerk

Mrs. Shadina Jones – Asst. Town Administrator

Public Works: Code Enforcement Officer Mr. Mike Callender (*Excused*)

Community Attendees- Via Zoom

Mr. Rodney Callender

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 18, 2023 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 February 26, 2024. Copies of the agenda were available for pick-up at the Town Hall.

MEETING:

The meeting was called to order by Mayor Faronea at 5:30 pm.

PLEDGE of ALLEGIANCE and MOMENT of SILENCE

The Pledge of Allegiance and Moment of Silence were conducted at the start of the Town Council meeting at 5:00 pm, in the Cheswold Town Hall.

PROPERLY POSTED:

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

ROLL CALL:

Mayor Faronea requested the Assistant Town Clerk to call the roll. With all members of the six (6) person Council present, Mrs. C. Jones 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 Secretary/Treasurer Callender and seconded by Councilperson Johnson. The motion was passed unanimously with a roll call vote of the Council.

REVIEW of PREVIOUS MONTH'S 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.

A motion to approve the previous month's minutes as presented was made by Councilperson Moxley and seconded by Councilperson Ridgway to approve the motion. The motion passed with a unanimous roll call vote and the minutes of the following meeting were approved:

Town Council Meeting – March 4, 2024

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

- a. The Treasurer's Reports for the Month of March 2024, is as follows:

Monthly Cash Flow Comparisons

TOWN of CHESWOLD	MARCH 2024
Cash Receipts	\$ 103,559.03
Cash Disbursements	\$ 106,071.72
Monthly Cash Flow	\$ (2,512.69)

ADMINISTRATION	MARCH 2024
Cash Receipts	\$ 78,367.09
Cash Disbursements	\$ 41,117.25
Monthly Cash Flow	\$ 37,189.84

POLICE DEPARTMENT	MARCH 2024
Cash Receipts	\$ 2,106.54
Cash Disbursements	\$ 55,973.31
Negative Monthly Cash Flow	\$ (53,866.77)

PUBLIC WORKS	MARCH 2024
Cash Receipts	\$ 23,085.40
Cash Disbursements	\$ 8,921.16
Monthly Cash Flow	\$ 14,164.24

TREASURER'S REPORT: *"continued"*

b. The Treasurer's Report, (Account Balances), for the Month of March 2024:

as of:	MARCH 2024
Capital Account	\$ 108,546.00
Cheswold Heritage Day Account	\$ 13,510.14
Eide Grant Fund Account	\$ 1,539.18
Public Safety Account	\$ 144,730.23
General Fund Account	\$ 1,208,920.84
Land Use Applicant's Account	\$ 58,346.45
Municipal Street Aid Account	\$ 52,035.59
Salle Grant Fund Account	\$ 305.96
DelDOT Projects	\$ 72,891.90
ARPA	\$ 399,434.99
Municipal Complex Building	\$ 1,269,791.11

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>
---------------	--------------	---------------	-------------	---------------	-----------------------

TAX COLLECTOR'S REPORT – Assistant Town Clerk Camryn Jones

TAX REPORT: FISCAL YEAR 2023-2024

Total Amount Billed: \$260,900.40

Total Amount Paid: \$272,655.51

	Paid As of:	Current Year:	Past Due Paid:
07/31/2023	\$	54,794.15	\$ 2,354.96
08/31/2023	\$	161,359.32	\$ 1,271.57
09/30/2023	\$	11,539.69	\$ 447.26
10/31/2023	\$	22,729.51	\$ 932.72
11/30/2023	\$	2,771.08	\$ 425.56
12 /31/2023	\$	5,919.15	\$ 2,336.21
01/31/2024	\$	2,167.99	\$ 544.46
02/29/2024	\$	2,688.19	\$ 572.04
03/31/2024	\$		\$
04/30/2024	\$		\$
05/31/2024	\$		\$
06/30/2024	\$		\$

Mayor Faronea asked why there is an overpayment amount. Mrs. C. Jones stated there is an overpayment because the number of payments received for the year exceeded the amount that was billed. Mrs. S. Jones stated the amount received in a year includes past due amounts from previous years.

POLICE DEPARTMENT REPORT – *Chief Christopher Workman:*

New Year

Each year we try to begin with a recap of the last year and give you our thoughts and projections for the future of the Cheswold Police Dept.

Over past year we have utilized grant funds to provide for overtime for drug interdiction, supplementary patrols, advanced training, upgrade of departmental handguns and off-duty weapons, purchase four new vehicles, and added new inventor and training software to streamline information and keep track of departmental property.

We look forward to the New Year and the opportunities it brings. Stay Safe!

Training –

In 2024 it is our focus to continue specialized training to better handle interactions with those with special needs, emotional disturbed individuals and de-escalation with all of our full-time officers and most of our part time force being CIT trained. In addition to the yearly COPT Requirements and we will have our required training in baton, and OC spray this year.

We will continue to expose officers who have not had an introduction to leadership and advanced supervision to classes the opportunity to prepare them for the future and provide them with the knowledge and ability to utilize those skills by training our officers in not only handling daily operations but also the knowledge, skills and abilities necessary to handle areas such as grants and budgeting.

Departmental happenings

This year we had the opportunity to add a seasoned officers with lots of experience with the hiring of Sgt. John Mitchell. With the retirement of M/Cpl Eric Cooper in September this addition has helped us maintain a force with lots of experience which allows us to continue to teach new officers in many facets of the job. In the next six months we will be working on a new program for recruitment for new officers, completing the requirements for Department State of Delaware Accreditation (3 months), expanding officer's individual skills and abilities, expanding training and instructor opportunities along with internal responsibilities.

Technology

We continue to expand our technological advantage and are working with Advantech to upgrade the camera system and seek the possibility to add fiber optic capabilities throughout the Town of Cheswold with grant assistance. In addition, in 2023 we added two new electric vehicles which should be completed and in the rotation in the first quarter of the year.

The addition and availability for officers to use the new FLOCK camera system in addition to our Axon Fleet 3 systems have increased the departments investigative ability through the use of License Plate Reader technology and MOU's with other departments in the State of Delaware and across the nation.

POLICE DEPARTMENT REPORT – Chief Christopher Workman “continued”

Yearly Hours

Four full-time officers worked 7,860.5 hours and part time officers worked 2037.5 hours in 2023. Officers used 380 hours of vacation, 250.5 sick time hours, 68 personal hours and 71 holiday and 0 military leave hours.

Chief Workman also provided an in-depth yearly report of the activities of the Cheswold Police Department which included monthly data on traffic statistics; written warnings and arrests broken down by race. He also provided the following information:

- 2023 Employee Demographics based on rank; assignment; age group; gender; race and years with CPD
- 2023 Grant Funding
- 2023 Criminal Arrests
- 2023 Response to Resistance
- 2023 Crime Stats
- 2023 Pursuit Data
- 2023 Internal Affairs Statistics
- 2023 Disciplinary Actions

Chief Workman noted that his report was sent, and he provided a synopsis for the end of year statistics. He stated the COPT requirements have been fulfilled. By meeting the requirements, the Department keeps its grant fund eligibility. The data must be sent each year.

Anyone wishing to view the precise details of the yearly report may view it on the Cheswold Police Department section of the Town website: Cheswold.delaware.gov

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

PUBLIC WORKS DEPARTMENT REPORT - Code Enforcement Officer Michael Callender

Monthly Report

	New Permits <u>Issued</u>	Closed <u>Violations</u>	Building <u>Violations</u>	<u>Inspections</u>
February 2024	7	0	0	0

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

- **Code Enforcement Properties:**
None This Month
- **Violations:**
None
- **Updates:**
- Stonington – Construction continues as usual.
- Alston’s Walk – No new communication though the property owners have cut all overgrowth within the boundaries of the property.
- Water Main Extension – There was a preconstruction meeting held earlier this month with possible contractors to discuss the scope of work for the upcoming water extension project and bid which was held this past Wednesday Feb 28th. The bid process was initiated concluded with three contractors submitting bids.

Mr. Callender was excused from the meeting, however, Mrs. S. Jones stated that Mr. Callender emailed his report to the Honorable Mayor and Council over the previous weekend.

PLANNING COMMISSION REPORT - *Land Use Administrator Sam Callender*

- a. **Next Meeting:** Thursday, January 11, 2023
5:00 p.m.
Cheswold Town Hall
691 Main Street

NOTHING TO REPORT

ORDINANCES for REVIEW – *Town Administrator Sam Callender*

ORDINANCE 08-30-23-072 for Revisions to Article 7 & 8 of the Land Use Ordinance of the Town of Cheswold

PURPOSE: The purpose of this ordinance is to clarify and specify the requirements for home-based business approvals in Article 7, Section 7.5 and to revise the limits for some Accessory Buildings and Structures in Article 8. Table 9-4 and Permitted Projections into Rear Yards in Article 8. Table 8-5.

There were no questions or comments following the 2nd reading of Ordinance 08-30-23-072. The next meeting will hold a public hearing and vote for this Ordinance.

RESOLUTIONS for VOTE – *Town Administrator Sam Callender*

NOTHING TO REPORT

PROCLAMATIONS – *Town Administrator Sam Callender*

NOTHING TO REPORT

NEW BUSINESS - *Town Administrator Sam Callender*

Elections – *Mrs. Camryn Jones*

Mrs. C. Jones stated the Election was cancelled this year as there were no opposing candidates.

OLD BUSINESS – *Town Administrator Sam Callender*

TOWN PROJECTS:

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

Mrs. Callender stated there was a payment made to the MPO for the sidewalk study that is in progress.

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

NOTHING TO REPORT

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

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

Mr. Amoako stated he did not have any updates to make at this time.

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

Mrs. Johnson stated there was nothing new to report at this time.

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

Mrs. Callender stated she is waiting for the signed documents from Delaware State Parks.

- **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 – *No comments.*

Secretary/Treasurer Callender – *No comments.*

Councilperson Johnson – *No comments.*

Councilperson Moxley – *No comments.*

Councilperson Ridgway – *No comments.*

MAYOR’S COMMENTS:

Mayor Faronea – *No comments.*

MOTION to ADJOURN

A motion to adjourn the regular meeting was made by Councilperson Moxley and seconded by Councilperson Ridgway. The motion passed with a unanimous roll call vote. The meeting was adjourned at 5:15 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: Assistant Town Clerk Camryn Jones – March 12, 2024