



**Town of Cheswold
Minutes of the Monthly Town Council Meeting
691 Main Street
Cheswold, Delaware 19936
Monday – December 2, 2024
5:15 p.m.**

ZOOM Teleconference
1-929-205-6099 Meeting ID: 9728359352#
<https://us02web.zoom.us/j/9728359252>

The following persons were in attendance via Zoom:

Mayor Santo Faronea
Vice Mayor Judith Johnson
Secretary/Treasurer Theon Callender
Councilperson Mark Moxley (Excused)
Councilperson Robin Ridgway (Excused)
Councilperson Jamie Bartlett

Police Department: Chief Chris Workman

Administration: Mrs. Camryn Jones – Town Clerk

Mrs. Shadina Jones – Town Manager

Ms. Sarah Cahall – Asst. Land Use Administrator

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

Community Attendees

Bill Allen – Noble’s Pond
Gerard Plescia – Noble’s Pond
Sylvia Liddle – Noble’s Pond
Mark Fleming – Noble’s Pond
Susan Lieberum - Noble’s Pond
Jonathan Richard – Becker Morgan Group
Vito Muti – Noble’s Pond
Darrin Atwood – Noble’s Pond
Kyle Burchard – Mountain Consulting
“Bobby” – Address Unknown
DJ Shannahan – Culligan Water

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 November 25, 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 5:49 pm.

PLEDGE of ALLEGIANCE and MOMENT of SILENCE

The Pledge of Allegiance and Moment of Silence were conducted during the Public Hearing which was held prior to the Town Council Meeting via Zoom.

PROPERLY POSTED:

Town Clerk Camryn Jones noted that the meeting was properly posted during the Public Hearing

ROLL CALL:

A roll call of the Council was conducted at the start of the Town Council meeting. With four (4) of the six (6) person Council present via Zoom, a quorum was reached.

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.

Secretary/Treasurer Callender made a motion to amend the agenda to remove all reporting from this month's meeting and be reported at the January Council meeting. Her motion was made in an effort to move through the meeting quickly for the Councilmembers who had fallen ill. The motion was seconded by Vice Mayor Johnson. The motion passed with a unanimous roll call vote of the present Council.

REVIEW of PREVIOUS MONTH'S MINUTES

The previous month's minutes will be presented for approval at the January Council meeting.

Town Council Minutes – November 2024

The following reports were not discussed during this month’s Council meeting, however, they will be presented at the January Council Meeting

TREASURER’S REPORT: *Town Manager Shadina Jones*

a. The Treasurer’s Reports for the **Month of November 2024**, is as follows:

Monthly Cash Flow Comparisons

| TOWN of CHESWOLD | NOVEMBER 2024 |
|-----------------------------------|-----------------------|
| Cash Receipts | \$ 49,332.21 |
| Cash Disbursements | \$ 64,900.85 |
| Negative Monthly Cash Flow | \$ (15,568.64) |

| ADMINISTRATION | NOVEMBER 2024 |
|--------------------------|---------------------|
| Cash Receipts | \$ 46,536.68 |
| Cash Disbursements | \$ 31,578.42 |
| Monthly Cash Flow | \$ 14,958.26 |

| POLICE DEPARTMENT | NOVEMBER 2024 |
|-----------------------------------|-----------------------|
| Cash Receipts | \$ 2,720.53 |
| Cash Disbursements | \$ 26,370.29 |
| Negative Monthly Cash Flow | \$ (23,649.76) |

| PUBLIC WORKS | NOVEMBER 2024 |
|-----------------------------------|----------------------|
| Cash Receipts | \$ 75.00 |
| Cash Disbursements | \$ 6,952.14 |
| Negative Monthly Cash Flow | \$ (6,877.14) |

TREASURER'S REPORT: *"continued"*

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

| as of: | NOVEMBER 2024 |
|-------------------------------|-----------------|
| Capital Account | \$ 133,974.34 |
| Cheswold Heritage Day Account | \$ 12,835.35 |
| Eide Grant Fund Account | \$ 5,098.08 |
| Public Safety Account | \$ 148,328.23 |
| General Fund Account | \$ 1,452,435.97 |
| Land Use Applicant's Account | \$ 66,641.93 |
| Municipal Street Aid Account | \$ 60,953.34 |
| Salle Grant Fund Account | \$ 1,605.76 |
| DelDOT Projects | \$ 72,891.90 |
| ARPA | \$ 401,450.89 |
| Municipal Complex Building | \$ 1,276,199.60 |

TAX COLLECTOR'S REPORT – *Town Clerk Camryn Jones*

TAX REPORT: FISCAL YEAR 2024-2025

Total Amount Billed: \$388,978.43

Total Amount Paid: \$386,609.17

| | Paid As of: | Current Year: | Past Due Paid: |
|-------------------|-------------|-----------------|------------------|
| 07/31/2024 | \$ | 6,050.73 | \$ 139.30 |
| 08/31/2024 | \$ | 72,768.50 | \$ 343.82 |
| 09/30/2024 | \$ | 259,461.05 | \$ 2,065.99 |
| 10/31/2024 | \$ | 36,472.34 | \$ 729.55 |
| 11/30/2024 | \$ | 7,064.40 | \$ 937.94 |
| 12 /31/2024 | \$ | | \$ |
| 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 -

M/Cpl Wilson will be attending the Sig Arms armorer class in Dover on Dec 4.

State Accreditation – The Cheswold Police Dept would like to thank the members of the Delaware Police Accreditation Committee for completing the departments very 1st Accreditation review on November 21st. We have been advised that the Cheswold Police Department will be recommended for accreditation at the next scheduled DPAC meeting on January 22, 2025.

Thank you to all of the people that made this possible, especially Lt Susan Kline who put in a lot of hard work and hours into the accreditation process.

COPS Grant – The Cheswold Police Department was awarded the 2024 COPS grant for a new hire (recruit officer). We will be scheduling physical and written tests for applicants in the next few weeks.

Police Accountability Committee (PAC) – The Cheswold Police Department has finalized the members of the PAC which was established by HB206. The committee will be holding its first meeting in January due to the loss of a member.

Thanksgiving Meals – Town Manager Shadina Jones and Chief Workman delivered four (4) full meals to needy families on the Wednesday before Thanksgiving (11/27/24). Thank you to Pastor Doc Case and the Global Methodist Church for their donation of the meals and making this possible.

Ford Mach-E's – With the assistance of the Byrne Grant the tow (2) vehicles are completed with radars and partitions for full patrol use. All vehicles are now operational.

Traffic Violations Charged – 44

Officers issued traffic summonses during the month of November. 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 - 45

Graphs depicting traffic stops made in November and dispositions were presented to the Town Council. The following reflects the data depicted on the graphs by either ethnicity or gender.

Monthly Activity Report –

Officers responded to or completed reports for 56 incidents for the month of November.

Anyone wishing to view the precise details of the monthly reports by year may view them 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

| | <u>New Permits Issued</u> | <u>New Violations</u> | <u>Building Violations</u> | <u>Inspections</u> |
|----------------------|-------------------------------|---------------------------|--------------------------------|--------------------|
| November 2024 | 0 | 1 | 0 | 0 |

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

· **Code Enforcement Properties:**

None Currently

· **Violations:**

124 Main St. has an accumulation of Rubbish and Garbage in and around the Exterior Property Areas and Front Porch.

· **Updates:**

· **Alston's Walk** – All major underground infrastructure has been completed and the site is being prepared for grading for road installation, erosion & sediment control.

· **Water Main Extension** – This project has finally started on the 12th of Nov. with the major portion of underground road crossings at the Commerce St. and West Street intersections being completed.

· **Commerce & New St. Drainage Improvement** – This project has finally started on the 11th of Nov. and is progressing well.

PLANNING COMMISSION REPORT - *Land Use Administrator Sam Callender*

- a. **Next Meeting:** Thursday, December 12, 2024 **CANCELLED**
5:00 p.m.
Cheswold Town Hall
691 Main Street

PLANNING COMMISSION REPORT - Land Use Administrator Sam Callender "continued"

b. Application 2024-07-16-129, Central DE Business Park - VOTE

Map ID 4-03-04600-01-0717-000 & 4-03-04600-01-0729-000,
zoned I-1 (light Industrial). The applicant submitted final plans for office & storage.

This application was presented for final approval. Mr. Jonathan Richard gave a brief overview of the application request and the status of the project.

Secretary/Treasurer Callender made a motion to conditionally approve the application based on the contingencies of the final approval from Kent County Public Works. Vice Mayor Johnson seconded the motion, which was then passed with a unanimous roll call vote of the present Council.

c. Application 2024-09-20-133, Approval/Vote, Property Owner: Cheswold Village Properties LLC, Map ID 4-03-04700-0100-000, Zoned C-2. Applicant North Star Design LLC represents Auto Zone. Applicant submitted Preliminary Plans for an Auto Zone Retail Store.

A motion was made by Secretary/Treasurer Callender to approve the application. The motion was seconded by Councilperson Bartlett and passed with a unanimous roll call vote of the present Council.

d. Application 2024-10-18-135, Approval/Vote, Applicant submitted a Preliminary Plan for Culligan Water for expansion of the existing retail sales establishment, Property Address: 624 Main St., Map ID 4-03-04600-01-0600-000, Zoned C-1 (Neighborhood Commercial).

A motion was made by Secretary/Treasurer Callender to approve the application. The motion was seconded by Vice Mayor Johnson and passed with a unanimous roll call vote of the present Council.

ORDINANCE for VOTE – *Town Manager Shadina Jones*

08-16-24-074 – Marijuana-Based Businesses

Secretary/Treasurer Callender made a motion to approve the Ordinance as specified by the majority response of the residents from the Marijuana Survey. The motion was seconded by Councilperson Bartlett. The motion was passed unanimously with a roll call vote of the present Council.

08-16-24-075 – Establishing a 5% Franchise Fee with Tidewater Utilities, Inc.

2nd Reading/VOTE – Moved to January Council Meeting*

RESOLUTION for VOTE – *Town Manager Shadina Jones*
12-02-24-125 – Procedure for Administrative Variance

The Resolution is to allow small variances to be approved in-house. Ms. Cahall gave an example on the types of small variances that could be approved without being presented at a Board of Adjustments meeting.

Vice Mayor Johnson made a motion to approve the Resolution, which was then seconded by Secretary/Treasurer Callender. The motion was passed unanimously with a roll call vote of the present Council.

COMMUNITY COMMENTS/CONCERNS:

Mr. Atwood asked at what point a Board of Adjustment hearing would not be required, whereas a variance could be approved administratively. Ms. Cahall explained to Mr. Atwood that Resolution 12-02-24-125 will be used for existing homes with questionable surveys that have been determined to have a discrepancy of 1' or less at the property setback border.

Mr. Atwood later asked when elections are held for Town Council. He was informed by Mrs. C. Jones that elections are held each year in March contingent upon opposing candidates. Mr. Atwood was made aware that notices are displayed every February prior to the election.

Mr. LaRocca had questions regarding Ordinance 08-16-24-075. He was reminded that the Ordinance will be discussed at January's Council Meeting. Mr. LaRocca was made aware that the Agreement was proposed by the Town.

COUNCIL MEMBER COMMENTS:

Mrs. Callender expressed her concerns about everyone's health and her hopes for all to stay safe. There were no further Councilmember comments made.

MAYOR'S COMMENTS:

Mayor Faronea – *No comment.*

MOTION to ADJOURN

A motion to adjourn the regular meeting was made by Secretary/Treasurer Callender and seconded by Vice Mayor Johnson. The motion passed with a unanimous roll call vote. The meeting was adjourned at 6:06 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: Town Clerk Camryn Jones – December 6, 2024