



**Town of Cheswold
Minutes of the Monthly Town Council Meeting
691 Main Street
Cheswold, Delaware 19936
Monday - February 3, 2024
5:00 p.m.**

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

The following were in attendance via Zoom:

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

Community Attendees

Rodney Callender – Parker’s Run
Jordan – Deronda Twin Oaks
Tucker – Deronda Twin Oaks
Tyler Anaya - Deronda Twin Oaks
Zach Prebula – Deronda Twin Oaks
James Larocca – Noble’s Pond
9iPad – Unknown
Ron & Jan – Unknown
Noble’s Pond Resident – Name Unknown
Stephen Williams – Parker’s Run
Bill Allen – Noble’s Pond
Thomas & Sylvia Liddle – Noble’s Pond
Darrin Hatwood – Noble’s Pond

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 16, 2024 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 27, 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 5:00 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.

PROPERLY POSTED:

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

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, 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.

Councilperson Moxley made a motion to amend the agenda to add 10.b to add a budget line item for new hire expenses. The motion was seconded by Councilperson Bartlett. The motion passed with a unanimous roll call vote of the present Council.

REVIEW of PREVIOUS MONTH'S MINUTES

The previous minutes from November and December were presented for approval. A motion was made by Councilperson Moxley to approve the previous minutes as submitted. The motion was seconded by Councilperson Ridgway and carried unanimously with a roll call vote of the present Council.

Town Council Minutes – November/December 2024

TREASURER'S REPORT: *Town Manager Shadina Jones*

a. The Treasurer's Reports for the Month of November/December 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"*

Monthly Cash Flow Comparisons

TOWN of CHESWOLD	DECEMBER 2024
Cash Receipts	\$ 122,943.71
Cash Disbursements	\$ 78,641.20
Monthly Cash Flow	\$ 42,302.51

ADMINISTRATION	DECEMBER 2024
Cash Receipts	\$ 100,730.05
Cash Disbursements	\$ 37,907.52
Monthly Cash Flow	\$ 62,822.53

POLICE DEPARTMENT	DECEMBER 2024
Cash Receipts	\$ 21,788.66
Cash Disbursements	\$ 30,841.16
Negative Monthly Cash Flow	\$ (23,649.76)

PUBLIC WORKS	DECEMBER 2024
Cash Receipts	\$ 425.00
Cash Disbursements	\$ 9,892.52
Negative Monthly Cash Flow	\$ (9,467.52)

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

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TREASURER'S REPORT: *"continued"*

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

as of:	DECEMBER 2024
Capital Account	\$ 134,086.34
Cheswold Heritage Day Account	\$ 12,770.37
Eide Grant Fund Account	\$ 8,422.44
Public Safety Account	\$ 148,452.23
General Fund Account	\$ 1,282,785.81
Land Use Applicant's Account	\$ 65,853.48
Municipal Street Aid Account	\$ 60,037.92
Salle Grant Fund Account	\$ 3,957.81
DelDOT Projects	\$ 72,891.90
ARPA	\$ 401,954.39
Municipal Complex Building	\$ 1,277,800.20

No comments were made on the Treasurer's Report for either November or December 2024.

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

TAX REPORT: FISCAL YEAR 2024-2025

Total Amount Billed: \$388,978.43

Total Amount Paid: \$402,756.88

	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	\$	10,068.01	\$ 2,315.46
01/31/2024	\$		\$
02/29/2024	\$		\$
03/31/2024	\$		\$
04/30/2024	\$		\$
05/31/2024	\$		\$
06/30/2024	\$		\$

POLICE DEPARTMENT REPORT – Chief Christopher Workman:

State of Delaware Accreditation - On January 22, 2025, the Cheswold Police Department was approved for State of Delaware Law Enforcement Accreditation at the quarterly meeting of the Delaware Police Accreditation Commission (DPAC) through November 2028.

Town Council Member Theon E Callender, Town Manager Shadina Jones, M/Cpl Matthew Wilson and I all attended the meeting and received a nice certificate and State Accreditation seal for the Department.

We appreciate all the officers, past and present who made this possible.

Accreditation - The State of Delaware and DPAC have provided every police department (at no cost to them) with PowerDMS which is an automated program that will facilitate a better process for the continued Accreditation process. Now that the Cheswold Police Department is accredited we must provide proof for all of the required standard each year.

Recruitment, Retention and Hiring - The Delaware Association of Chiefs of Police along with State partners have made available, at no cost to the agencies two programs to facilitate better application and background process along with expanded recruitment package.

Please see <https://www.joindelaware.com/departments/cheswold> for the new web page that allows candidates to apply for one or all police agencies participating.

Training -

M/Cpl Matthew Wilson will be attending the required CIT training March 17-21

Chief Workman will be presenting a keynote address at the 1st Responders Conference in Ocean City, MD on March 24, 2025

M/CPI Matthew Wilson will be attending the FBI-LEEDA Supervisor Leadership Institute in Dover, DE April 21-25 (this is his first class to attain his trilogy award)

Chief Workman & Lt Kline will be attending the 2025 FBI-LEEDA Conference in New Orleans, LA April 27-May 1. Chief Workman will be sworn in as the 1st Vice President of FBI-LEEDA at the conclusion of that conference.

Spring Firearms Qualifications are currently being scheduled.

FBI National Command Course Association – On January 23, 2025, Chief Workman was appointed as Vice President of the National Command College Association. Chief Workman was requested by the Board to take the vacant position to assist the organization with operations by-laws and procedures.

Applicants – The department has completed the hiring process and will be offering a conditional letter of employment to an applicant. This applicant's information will be brought before the Mayor and Council for final approval. The current recruit will be supplemented by the COPS grant.

POLICE DEPARTMENT REPORT – Chief Christopher Workman: “continued”

Traffic Violations Charged – 50

Officers issued traffic summonses 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 - 40

Graphs depicting traffic stops made in January 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 67 incidents for the month of January.

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

Mrs. Callender commended Chief Workman and the Police Department on their recent Accreditation recognition. She went on to discuss the submitted Police Report. Lastly, Chief Workman requested that the Council approve the conditional hire of Officer Joshua Joantis.

A motion was made by Councilperson Ridgway to approve the conditional hire of Mr. Joantis. The motion was seconded by Councilperson Moxley and carried unanimously with a roll call vote of the present Council.

PUBLIC WORKS DEPARTMENT REPORT - Code Enforcement Officer Michael Callender

Monthly Report

	New Permits <u>Issued</u>	New <u>Violations</u>	Building <u>Violations</u>	<u>Inspections</u>
January 2025	1	0	0	2

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

· Code Enforcement Properties:

None Currently

PUBLIC WORKS DEPARTMENT REPORT - *Code Enforcement Officer Michael Callender "continued"*

· **Violations:**

No New Violations.

· **Updates:**

· **Alston's Walk** – Construction at the site has temporarily stopped for the month of January as the weather has impeded the site.

· **Water Main Extension** – No change.

· **Commerce & New St. Drainage Improvement** – Commerce & New St. Drainage Improvement – Construction at this site has temporarily stopped for the season. The next phase will be to run the storm water piping underneath Commerce St. which will require assistance from Chesapeake Utilities.

Mr. Callender briefly discussed the submitted Public Works Report and gave an update on the Water Main Extension Project along with Mrs. Callender.

PLANNING COMMISSION REPORT - *Land Use Administrator Sam Callender*

a. **Next Meeting:** Thursday, February 6, 2024
5:00 p.m.
Cheswold Town Hall
691 Main Street

b. **Tax Map ID # 4-03-04600-01-0706-000 – VOTE**
435 Twin Oaks Drive Cheswold, DE 19936
Property Owner: Deronda Twin Oaks, LLC
The applicant is requesting a rezone from I-2 to I-1.

The Planning Commission recommends that the Council approve the Re-Zone Application. The condition to the approval is that property owner ensures to comply with Table 7.2 for permit use of construction.

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

Councilperson Moxley asked where the property is located and was informed by Ms. Cahall.

Councilperson Moxley made a motion to approve the Re-Zone Application, which was then seconded by Councilperson Bartlett which was then passed with a unanimous roll call vote of the present Council.

ORDINANCE for VOTE – Town Manager Shadina Jones
08-16-24-075 – Establishing a 5% Franchise Fee with Tidewater Utilities, Inc.
On Hold

RESOLUTION for VOTE – Town Manager Shadina Jones
12-09-24-126 – To Increase Business, Land Use & Permit Fees

The Resolution is to increase the fee schedule for Business, Land Use and Permit Fees. Ms. Cahall explained that the increases will allow the Town to align with fees assessed in other jurisdictions.

Councilperson Bartlett made a motion to approve Resolution 12-09-24-126 which was then seconded by Councilperson Ridgway. The motion was passed unanimously with a roll call vote of the present Council.

COMMUNITY COMMENTS/CONCERNS:

Mr. James LaRocca asked for further information on the Tidewater Franchise Agreement. He was informed by Mrs. Callender that the agreement cannot be discussed until our Town Solicitor and Tidewater's attorney have come to an agreement. Once an agreement has been reached, the Mayor and Council will review the documents and discuss it further. Only then can the agreement be discussed with the present public via Zoom.

Mrs. Shadina Jones informed Mr. LaRocca that the budget process will begin in April and added to the agenda for May or June's Town Council meeting.

Mr. LaRocca stated that the website states that the Town has monthly work sessions for the public to attend. It was determined that the Council previously held workshops, but that has since ended. The website was updated following the Council meeting.

COUNCIL MEMBER COMMENTS:

Mrs. Callender expressed her hopes and prayers that the Mayor recovers soon and thanked all of the Zoom attendees.

MAYOR'S COMMENTS:

Mayor Faronea – *Excused*

MOTION to ADJOURN

A motion to adjourn the regular meeting was made by Councilperson Ridgway and seconded by Councilperson Bartlett. The motion passed with a unanimous roll call vote. The meeting was adjourned at 5:21 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 – February 18, 2025