**TOWN OF FRANKFORD**

**MONTHLY COUNCIL MEETING**

**FRANKFORD TOWN HALL**

**AUGUST 5, 2019**

**TOWN COUNCIL:** Joanne Bacon President

 Greg Welch Vice President

 Pam Davis Councilman

 Edward Skip Ash Councilman

 James Sample Councilman

**TOWN EMPLOYEE**: Cheryl Lynch Town Clerk

**OTHERS:** Priscilla Schoolfield Clarence Quillen

 Robbie Murray John Wright

 Kerin Magill Wesley Hayes Jr

 Duane Beck Ronald Hall

 Travis Martin

**MEETING CALLED TO ORDER**:

Meeting was called to order by Joanne Bacon at 7:00pm

**MOTION TO APPROVE THE AGENDA WITH ANY ADDITIONS OR DELETIONS:**

Skip made the motion to approve the agenda and was seconded by Greg

Motion was unanimous

**OPEN COUNCIL POSITION-NEW MEMBER APPOINTED**:

Joanne noted the council had an open seat since Velicia Melson resigned from her council

position. Jimmy Sample submitted a letter of interest to full fill the council position.

The council agreed to accept Jimmy Sample on the Frankford Town Council.

Joanne swore in Jimmy Sample as the Town’s new council member.

**SWEARING IN OF NEW COUNCIL TREASURER- JOHN WRIGHT**

Joanne noted council appointed John Wright as the acting treasurer with no signage

and voting privilege.

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**REORGANIZATION OF COUNCIL:**

Joanne noted need to reorganize the council with the new council member.

President: Joanne Bacon

Vice President: Greg Welch

Councilman: Pam Davis

Councilman: Edward (Skip Ash Maintenance Liaison

Councilman: Jimmy Sample- Maintenance Liaison

**SWEARING IN OF NEW COUNCIL TREASURER- JOHN WRIGHT**

Joanne noted council appointed John Wright as the acting treasurer with no signage

and voting privilege.

**PRESENTATION AND APPROVAL OF MINUTES:**

JUNE 19, 2019- FIRST BUDGET MEETING

Greg made the motion to approve the minutes and seconded by Pam

Motion was unanimous

JUNE 27, 2019- SECOND BUDGET MEETING

Greg made the motion to approve the minutes and was seconded by Skip

Motion was unanimous

JULY 1, 2019- MONTHLY MEETING

Skip made the motion to approve the minutes and was seconded by Greg

Motion was unanimous

JULY 11, 2019- THIRD BUDGET MEETING

Greg made the motion to approve the minutes and was seconded by Pam

Motion was unanimous

July 15, 2018- RFP-REQUEST FOR PROPOSAL

Joanne noted need to table these minutes until the September council meeting

JULY 17, 2019- FOURTH BUDGET MEETING

Skip made the motion to approve the minutes and was seconded by Greg

Motion was unanimous

JULY 25, 2019- SPECIAL COUNCIL MEETING

Pam made the motion to approve the minutes and was seconded by skip

Motion was unanimous

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JULY 25, 2019- FIRST BUDGET HEARING

Greg made the motion to approve the minutes and was seconded by Jimmy

Motion was unanimous

JULY 31, 2019- SECOND BUDGET HEARING

Greg made the motion to approve the minutes and was seconded by Jimmy

Motion was unanimous

**TREASURER’S REPORT:**

Cheryl noted the bank balances as of July 31, 2019

GENERAL FUND: $74,234.,86

WATER FUND: $181,580.32

SINKING FUND: $59,590.49

WATER CAPITAL RESERVE: $50,913.03

TRASNFER TAX: $107,373.14

MUNICIPAL STREET AID: $26,124.52

**REPORT OF TOWNS DEPARTMENTS:**

**WATER DEPARTMENT:**

See Water Report

Clarence noted the flow test is complete and will forward to Cheryl so she can give a copy to the Fire Company.

**TOWN CLERK:**

Cheryl noted prepared the minutes, bills, added the budget in Quickbooks and the website.

**MAINTENANCE:**

Skip noted he met with DNREC on August 5, 2019. Mr Oliver’s and Mr Johnson’s drainage project

is scheduled in two years. There will be a new ditch dug from Green Street and the back of Joanne Bacon’s home by the first of 2020.

Skip noted at Gwen Drummond’s driveway there needs to be rip rap added to stop the erosion.

Skip noted he and Jamie cleaned out storm drains.

Wesley Hayes completed the removal of the volleyball court and brought in dirt to complete the project.

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Skip noted need to hydro seed the volleyball court area.

Joanne noted the Council had budgeted for a police officer

**OLD BUSINESS:**

**REVIEW BID FOR THE SECURITY SYSTEM AT THE PARK:**

Council agreed for Joanne and Jimmy to meet with the three companies that submitted

at bid for the security cameras at the park.

Skip noted he would contact Delaware Electric Co-Op about installing the poles.

**UPDATE ON RFP (Request For Proposal)**

Cheryl noted she had given the report to Artesian and an Independent Company.

**NEW BUSINESS:**

**DISCUSS THE PART TIME POSITION:**

Joanne noted change the PT Maintenance position to FT/PT and the town will advertise

in the Coastal Point

**DISCUSS AMENDED ORDINANCES #6 AND #7 AND POSSIBLE VOTE**

Council reviewed and discussed the fine and how it will be administered.

Joanne noted to table the Amended ordinances until the next meeting

**DISCUSS LOUIS TRAVALINI PROPERTY ON 19 WALNUT STREET**

Joanne noted had people living in the home and had to have the owner move them out

because there isn’t a water pit for this residence. The home windows and doors were

boarded.

**DISCUSS ADOPTING THE SUSSEX COUNTY BUILDING CODE:**

Joanne noted to the council the town need to adopt the Sussex County Building Code.

Council will review the code and discuss at the September meeting.

**ENVISION OF FRANKFORD:**

Monthly meeting Thursday August 8, 2019

Robbie noted there will be two functions at the park. The one is for Tanisha Walker

daughter on August 10, 2019 from 12:00pm to 5:00pm who passed away from an illness

as a baby. This will be a community function.

On August 17, 2019 Wesley Hayes has a function from 1:00pm to 6:00pm for Mental Awareness and is expecting a large participation. The road at the park will blocked for this function.

Robbie noted the last movie in the park will be August 23, 2019 and the Fall Festival will be

on October 26, 2019.

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**CITIZENS PRIVILEGE:**

Skip noted to Wesley he and the council really appreciate all he did to remove the volleyball court from the park. Robbie noted wait on seeding the volleyball area

Travis from Chesapeake Plumbing noted they did get annexed into the sewer district and will be installing the piping sometime in September from Banks Plaza down the highway to his business.

Travis noted he is close to the approval from Deldot, for the entry ways from Delaware Avenue

and Route 113. A set of plans was submitted to the Town of Frankford for the for the water main down Delaware Avenue.

Greg noted he had received the plans and had forwarded on to the towns Engineer and also talked with Clarence from tidewater about the water capacity.

Greg noted the town needs to work on the annexation of the Frankford Business Park.

Travis noted he would like to start the water mains this fall.

Travis noted he would install the piping for the water on Delaware Avenue.

Travis noted he wants to annex his property into town.

Wesley Hayes noted Travis shouldn’t be able to do his own work. He feels the inspections wouldn’t be

completed properly.

Wesley noted Chesapeake Plumbing employees in their trucks are speeding down on Delaware Ave

and also heavy traffic at the entrance of Delaware Avenue.

Travis noted the entrance to Delaware Avenue will be widened the length of the property.

Travis noted he would be installing the piping for the water on Delaware Avenue and

the residence on Delaware Avenue can hookup to the Towns water supply.

Joanne noted she would contact the Town’s Attorney about annexation.

**ADJOURN:**

Skip made the motion to adjourn the meeting and was seconded by Pam at 8:31pm

Motion was unanimous

**RESPECTFULLY**

**CHERYL A LYNCH TOWN CLERK**