**MONTHLY TOWN COUNCIL MEETING**

**MINUTES**

**OCTOBER 5, 2020**

**TOWN COUNCIL:** Greg Welch President

 Edward (Skip) Ash Vice President

 Pamela Davis Councilman

 James Sample Councilman

 John Wright Treasurer

**TOWN EMPLOYEES**: Cheryl Lynch Town Clerk

 Larry Corrigan Chief of Police

**OTHERS:** Michael Dugdale Valerie Dugdale

 Kathy Murray Priscilla Schoolfield

 Bonnie Elliott Ronald Hall

 Robbie Murray Dawn Beck

 Duane Beck Robert Murray

 Kyle Quillen Anthony Valcenti

 Kerin Magill

**MEETING CALLED TO ORDER:**

Greg called the meeting to order at 7:00pm

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

Pam made a motion to add an Executive Session to discuss personnel issues

and to discuss Trick or Treating and was seconded by John.

**PRESENTATION AND APPROVAL OF MINUTES:**

September 9, 2020 Minutes:

John made the motion to approve the monthly minutes and was seconded by

Jimmy.

Motion was unanimous

September 9, 2020 Executive Session:

John made the motion to approve the Executive Session minutes and was seconded by

Pam.

Motion was unanimous

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**TREASURER’S REPORT:**

John noted the account balances:

General Fund: $100,000.00

Water Fund: $18,731.94

Sinking Fund: $1,787.23

Transfer Tax: $161,872.66

Municipal Street Aid: $20,346.10

John noted the account receivable amount is $104,034.00.

**REPORT OF TOWNS DEPARTMENTS:**

**TOWN CLERK:**

Cheryl noted paid bills, reconciled bank statements, mailed quarterly trash bills, two building

permits,minutes for tonights meeting.

**MAINTENANCE DEPARTMENT:**

Skip noted met with Tony’s electric to discuss the electric service at the town park

and will need to meet with Delmarva Power to increase the service in the park.

Skip noted need to repair the back part of the park walk area by removing the old blacktop

and cut back the tree roots.

Skip noted will talk with contractors to give a quote on the walkway repair.

Skip noted the flower bid on the median needs to have lights on the town sign.

Skip noted the speed limit sign has been setup in front of the library.

**POLICE DEPARTMENT:**

Larry noted a positive growth curve in the town.

Larry noted the complaints and traffic control continue to rise.

Larry introduced Anthony Valenti the new part time police officer to the residents and council

and will be working sixteen hours per week.

Larry noted Anthony is a full -time police officer for the Town of Dagsboro and he was a police officer

for the Town of Lewes.

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**OLD BUSINESS:**

UPDATE ON NATIONAL REGISTRATION ON OLD TOWN HALL:

Greg noted he has been talking with Madeline Dunn and she proposed a blog

to help collect information on the old Town Hall.

Greg noted need a Historical Committee for this project.

Greg noted Abe Franklin collected a lot of historical information on the Town of Frankford.

Kathy noted will contact Barbara Franklin about the historical information on the Old

Town Hall.

Duane Beck noted would the town continue to rent the Old Town Hall.

Greg noted the town would continue to rent the building.

Duane Beck noted he had been out on the web trying to locate the First National Bank

of Frankford currency and had been unable to locate.

Greg noted the committee would consist of Kyle Quillen, Greg Welch, Larry Corrigan and

Anthony Valenti.

**UPDATE ON THE COMPREHENSIVE PLAN:**

Greg noted he and John had a zoom meeting on August 26, 2020 with the State

Officials. The State has thirty days to respond to the town with their comments

of the plan. As of this date the State had sent their comments the council will

review and respond back to the state.

**DISCUSS WAIVER OF ANNEXATION FEES**:

John noted to annex into town it is Fiver hundred dollars per acre for residential

and one thousand dollars per acre for commercial.

John noted he feels the town could be able handle most of the annexation

to help cut some of the cost.

Greg noted the town would be able to mail out the report services on our own

which would reduce the cost to the consultant.

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Robbie Murray noted when a large parcel annexes into town and the property

sells which the town would receive transfer tax funds. The new owner would sub-divide the property

and sell those parcels which would give more transfer tax funds to the town and increase the

property tax base.

**DISCUSS WAREHOUSE RENTAL:**

John noted the sign is up on the warehouse for rental or purchase. The realtor for this property

Is R & R out of Dover Delaware.

John noted to the Realtor the town would be willing to sell the warehouse or rent the

warehouse.

John noted if the warehouse sells or the town rents the building, we need to discuss

the towns new maintenance building.

Duane Beck noted need to get the fence up behind the warehouse which separates the

water plant from the warehouse which was approved for the sell of the water plant.

**NEW BUSINESS:**

**DISCUSS A POLICY PROCEDURE COLLECTING DEBT:**

Greg noted need a policy in place for a certain dollar amount which the town could place

a lien on the property or monition sale.

Kathy noted had other towns been contacting to see what their policy is for debt collecting.

John noted need to have a policy for purchasing items and the dollar amount.

**DISCUSS CHRISTMAS LIGHTS AND BANNERS:**

Cheryl noted an idea incorporate the whole town for Christmas. I thought placing banners

on Frankford Avenue, Daisey Street, Hickory Street and Honolulu Rd. On Clayton Avenue

Main Street and Thatcher Street we would have Christmas lights.

Greg noted the town received a quote to add electric on Honolulu Rd for Christmas lights

and was expensive.

Cheryl noted on Honolulu Rd you have Delmarva Power and Delaware Electric Co-op.

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Cheryl noted received quotes from two different companies for 26 banners and the brackets.

The one company quote was $3,144.00 and the second was $3,136.00. The only difference

was the size of the banners. The one company was 24 by 36 and the second company was

24 BY 48. The second company was a bigger banner, and the cost was less also the setup

fee was including in the quote.

John noted all the town streets should get a banner.

Skip noted need to find out the cost of installing the banners.

Kathy noted need to alternate the banners on each street.

Pam made a motion to purchase thirty flags and seconded by Jimmy.

Motion was unanimous

**COMMITTEE METINGS AND REPORTS:**

**CHARTER AND ORDINANCE COMMITTEE:**

Greg noted the last meeting was on September 24, 2020.

Reviewed the ordinances

Duane Beck noted he would like to be on the committee.

Greg noted Duane Beck would be added to the committee.

Greg noted the next meeting will be held on October 7, 2020 at 6:00pm

Greg noted there are several water ordinances that need to be removed and several

zoning ordinances that need to be updated.

**ENVISION OF FRANKFORD:**

Robbie noted Envision of Frankford will be having a Drive Thru Trick or Treating

on October 31, 2020 from 4:00pm to 6:00pm behind the firehouse and at 7:00pm

there will be a drive- in movie at the park.

Robbie noted they will be decorating for Christmas in the park but will not have the annual tree lighting

on Saturday November 28, 2020. The public could walk through on opening night and every Wednesday

night until Christmas.

Robbie noted Envision of Frankford has a lot of Christmas lights and the Christmas tree in the

Towns warehouse. Keep Envision of Frankford informed on the warehouse if the town sells

or rents the building. When the town builds the pole building make sure it is big enough for the

Christmas decorations.

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Greg noted need to decide on Trick or Treating for the Town.

John noted there were some guidelines from the state concerning Trick or

Treating. The Department of Public Health considers Trick or Treating as a

moderate to high risk.

John noted he would like to cancel Trick or Treating in town and let the children

participate in the Drive Thru Trunk or Treat on October 31, 2020.

Kathy noted the people participating in the Trunk or Treat will be wearing mask and gloves

and handing out individual packs of candy.

John made the motion to cancel in town Trick or Treating and was seconded by Skip

Motion was unanimous.

**CITIZENS PRIVILEGE:**

Skip noted Roots was supposed to plant shrubs and flowers in the median.

Skip noted should setup the median for fall with bales of straw and scarecrows.

**ADJOURN:**

Skip made the motion to adjourn the regular meeting and was seconded by John

at 8:04pm.

**RECONVENE FROM EXECUTIVE SESSION:**

Greg noted reconvened from Executive Session at 8:54pm with not voting.

**ADJOURN:**

Skip made the motion to adjourn the regular session at 8:54pm and was seconded

by John.

**Respectfully,**

**Cheryl A Lynch**

**Town Clerk**