**TOWN OF FRANKFORD**

**MONTHLY COUNCIL MEETING**

**JULY 6, 2021**

**TOWN COUNCIL:**  Greg Welch President

 Edward (Skip) Ash Vice President

 Pamela Davis Councilman

 James Sample Councilman

 John Wright Secretary/Treasurer

**TOWN EMPLOYEES:**  Cheryl Lynch Town Clerk

 Larry Corrigan Chief of Police

**OTHERS:** Tony Morgan Betsy Walter

 Priscilla Schoolfield Kathy Murray

 Robert Murray Ricky Schlegel

 Ian McClure Henry Mumford

 Michelle Valentine Ed Ferencie

 Kevin Reed Janine Reed

 Joanne Bacon Leroy Williams

 Dillon Thune Kerin Magill

 Thornton Pitts

**MEETING CALLED TO ORDER:**

Greg called the meeting to order at 7:00pm

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

Greg noted need to add to the agenda Executive Session to discuss Town Personnel

Skip made the motion to approve the agenda with the addition and was seconded by

John.

Motion was unanimous

**PRESENTATION AND APPROVAL OF MINUTES:**

June 7, 2021- John made the motion to approve the minutes and was seconded by Skip

Motion was unanimous

**TREASURER’S REPORT:**

John noted completed a transfer from Transfer Tax Account to General Fund in the amount of

$81,326.41 these are the funds not covered by the police grant.

 **PAGE 2**

John noted the account balances as of June 30, 2021

General Fund: $100,000.00

ICS Sweep Account: $3,771,984.67

Transfer Tax Account: $140,933.96

Municipal Street Aid: $6,822.07

John noted to discuss and possibly approve the Budget 2021-2022

John noted

5 Main Street: Increase the rent $100.00 per month

Business License Income: increase the fee to a standard $75.00 per year instead of different

fees for different categories.

Interest Income: John noted he was advised by a financial advisor we could earn on the low end 2.5%

or more on with an investment of three million.

John noted will be meeting with a financial advisor on July 19, 2021

Reservation of Park to increase the fee to one hundred dollars with a twenty-five dollar

refund netting seventy-five dollars.

John noted the Business License fee and the Reservation of the Park fee change will

take affect by September 2021.

John noted the expense on the budget did not have any significant change but did make an

adjustment to the consultant fee.

John noted the wages includes the two part time police officers Larry will be hiring.

John noted he was pleased to announce a balance budget.

John noted wages were budgeted up to a five percent increase.

Greg noted needed a motion to approve the 2021-2022 Budget.

Skip made the motion to adopt the 2021-2022 Budget and was seconded by Jimmy.

Motion was unanimous

 **PAGE 3**

**REPORT OF TOWNS DEPARTMENTS:**

**TOWN CLERK: See Report**

Cheryl noted the Library wants to do a story in the park around the walk way. The story would change

every season.

Skip made the motion to allow the Library to have story in the park and was seconded by Jimmy

Motion was unanimous.

Cheryl noted she had Tony’s Electric come and give an estimate to repair the camera light

and to add the extended arms for the security camera.

John noted the town might be able to use the American Rescue Plan to pay for the repair of the light

and the extensions due to we use the park for COVID vaccines and testing.

Skip made the motion to have Tony’s Electric repair the camera light and add the extensions to

the camera lights and was seconded by John.

Motion was unanimous

Cheryl noted an update from Delmarva Power on adding a streetlight at the park parking light.

Delmarva Power will be adding this project to their schedule.

John noted we could use the funds from American Rescue Plan to pay for the Delmarva Power project since this would assist with COVID vaccines or testing sites.

Cheryl will contact Delmarva Power to receive an invoice for this project.

**MAINTENANCE DEPARTMENT:**

Skip noted received a call from Rich Collins noting he has twenty-five thousand available for

ditch drainage.

Skip noted need to repair the culvert pipe between Honolulu Road and Reed Street

If we use Soil Conservation, we would pay fifty percent of the billing project.

 **PAGE 4**

Skip noted DNREC was to work with the Town on a ditch which started on Reed Street to Kauffman Lane and Shockley Rd

Skip noted we have sidewalks in town that need repairing. Will need to contact Deldot.

Skip noted need a Town Manager because they could handle the process to repair sidewalks.

John noted add to August agenda to discuss hiring a Town Manager and possibly use American

Rescue Plan funds.

John noted put together a Classified Ad for a Part Time Town Manager.

POLICE DEPARTMENT:

Larry noted have changed areas of patrolling for the Town.

Larry noted has had several applicants interested in the part time police officer position

and we have he classified ad ready to advertise.

Larry noted arrests have been made for dirt bikes riding in the roadway.

Larry noted reduced the costs for uniforms, fuel, and office supplies.

Larry noted the House and Senate have approved the Body cameras for police officers

and will be funded at the States and Federal expense in the amount of five million dollars.

**OLD BUSINESS:**

Discuss Real Estate contract of the warehouse

John noted the contract will expire as of July 27, 2021. Hopefully by July 27, 2021

we will know the settlement date.

**NEW BUSINESS:**

Discuss and possibly approve Noise Ordinance 2021-0003

Greg read the Ordinance.

John made the motion to adopt Noise Ordinance 2021-0003 and was seconded by Skip.

Motion was unanimous

**COMMITTEE MEETINGS AND REPORTS:**

Charter and Ordinance Committee:

No Meeting in June 2021. The next meeting is scheduled July 14, 2021 at 7:00pm

**FIRE HAZZARD COMMITTEE:**

No Meeting

 **PAGE 5**

**MAINTENANCE BUILDING COMMITTEE**:

Greg noted had a survey completed at Town Hall for the new maintenance building.

Greg noted that Tony Morgan took the sizes of the towns equipment and what we would need to store in the building to determine the size of the maintenance building.

Kathy noted will there be enough area in the back of the building for vehicles to park or go around

Town Hall.

Greg noted yes there would be enough space.

Skip noted need to remove the curbing in the back of Town Hall

Greg noted the building is a (L) shape 22 by 60 and 26 X54

Tony Morgan noted he marked on the blacktop the size of the maintenance building and

each garage door.

Tony noted the building will have a loft to work for the Christmas Lights.

Tony noted anyone interested after the meeting he would meet in the back discuss

the maintenance building.

**HISTORICAL COMMITTEE:**

No Report

**ENVISION OF FRANKFORD:**

Kathy noted the next meeting is July 8, 2021, and the next drive thru movie is July 23, 2021

and the movie is Peter Rabbit II.

Kathy noted Fall Festival is scheduled for October 30, 2021

**CITIZENS PRIVILEGE:**

No Comments

**ADJOURN:**

Skip made the motion to adjourn and move into Executive Session and was seconded by

John

Motion was unanimous

 **PAGE 6**

**RECONVENE FROM THE EXECUTIVE SESSION:**

John made the motion to reconvene from Executive Session at 9:24pm and was seconded

by Skip.

John made the motion to hire two part time police officers and seconded by Skip

Motion was unanimous

**ADJOURN:**

John made the motion to adjourn the regular session and seconded by Skip at 9:26pm

Motion was unanimous

**RESPECTFULLY:**

**Cheryl A Lynch**

**Town Clerk**