**TOWN OF FRANKFORD**

**MONTHLY COUNCIL MEETING**

**MINUTES**

**AUGUST 2, 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:**  Robert Murray Sr Kathy Murray

 Joanne Bacon Bonnie Elliott

 Valerie Dugdale Michael Dugdale

 Amy Sheridan Priscilla Schoolfield

 Robbie Murray Michelle Valentine

 Kerin Magill Frank Porcelli

 Kyle Quillen

**MEETING CALLED TO ORDER:**

Greg called the meeting to order at 7:00pm

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

Greg noted needed to add an Executive meeting to discuss personnel.

Pam made the motion to approve the agenda with the addition to add

the Executive session and was seconded by Skip

Motion was unanimous

**REPORT OF TOWNS DEPARTMENTS:**

**TREASURER**: Cheryl read the bank balances as of June 30,2021

GENERAL FUND: $100,000.00

ICS SWEEP ACCOUNT: $3,865,669.14

TRANSFER TAX ACCOUNT: $69,574.54

MUNICIPAL STREET AID: $5,123.92

John noted met with Mitch Rogers from Edward Jones to discuss investments and will be

meeting with a second financial advisor.

John noted should know more about the investments at the next Council meeting.

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**PRESENTATION AND APPROVAL OF MINUTES:**

July 6, 2021-Skip made the motion to approve the minutes and was seconded by Jimmy

Motion was unanimous

**TOWN CLERK:**

SEE REPORT

**MAINTENANCE DEPARTMENT:**

Jimmy noted hired Stong Properties Inc to cut the grass in town.

Greg noted will discuss the Full time Maintenance position in Executive Session.

**POLICE DEPARTMENT:**

Larry noted agency continues to grow

Larry noted the police fines receivable exceeded the fiscal year by $400.00

Larry noted had been burglaries on Kauffman Lane and the person of interest has been arrested.

Larry noted spoke on a radio station in Lewes and he spoke about the town and Envision of Frankford.

Larry noted Dover Police Department has asked Larry to teach their recruit officers.

Larry noted had one person apply for one Part-Time Police Officer position and should start by the end of August.

Larry noted is still looking for another Part-Time Police Officer.

John noted met with Mitch Rogers from Edward Jones and will be meeting with another financial

advisor. Will have a report at the next Council meeting.

Greg noted had an issue with grass cutting and had been looking to contract with someone

to cut the grass in town.

**OLD BUSINESS:**

Discuss Real Estate contract for the Warehouse:

John noted still under contract and attentative settlement date is August 27, 2021

But the buyer found some issues at the warehouse and was wondering if the Council

would reduce the price by ten percent and council agreed.

**NEW BUSINESS:**

Discuss Financial Policy:

Greg noted to develop a policy on how to investments, collect debt

Who to make a purchase, accountability, authorize a transaction, spending strategy.

Greg noted the dollar and timeline set points to collect debt and when to place a lien and hold a monition sale.

Mr Porcelli noted who makes the decision on financial policy?

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Greg noted the Council would make the decision

John noted he has put together a draft of the financial policy and will post on the website and discuss with Council.

**DISCUSS THE AMERICAN RESCUE PLAN ACT FUNDS:**

Greg noted the town has been allocated half of the funds but can only be used for infrastructure for

Water and sewer, broadband.

Greg noted it seems to be used for COVID lost.

Greg noted would like to use the funds to hire a Town Manager or sidewalks.

Greg noted the funds not used will have to be returned.

Greg noted the town received fifty percent of the American Rescue Plan funds.

Kathy Murray noted could the American Rescue Plan funds be used for the police department?

Greg noted only for loss wages due to COVID.

Valerie noted lost funding for Park rentals due to COVID could you use the American Rescue Plan funds

to replace the loss.

Greg noted annual rentals are around one thousand a year.

**DISCUSS COMPREHENSIVE LAND USE PLAN ANNUAL UPDATE:**

Greg noted there is an annual report for the Comprehensive Land Use Plan and is

update annually with the state.

Greg noted read the annual Comprehensive Land Use Plan.

Greg noted we will need to post on the report on the website.

**DISCUSS AND POSSIBLY VOTE ON THE POD RENTAL:**

Greg noted will be getting a forty- foot storage container which will store our items from the old water plant until we complete the maintenance building.

**DISCUSS HIRING A TOWN MANAGER:**

Greg noted the council hasn’t decided where to pull the funding to hire a Town Manager.

Pam noted she has talked with other towns, and they are sending to her what they advertise

for a Town Manager.

Michelle Valentine noted what are the duties of a Town Manager?

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Greg noted manage the day to day operations, employees, consultants for building permits,

Planning and Zoning etc.

**COMMITTEE MEETINGS AND REPORTS:**

CHARTER AND ORDINANCE COMMITTEE:

Greg noted the committee didn’t meet in June. The next meeting is scheduled for Wednesday August 18, 2021, at 6:30pm.

**FIRE HAZZARD COMMITTEE:**

Greg noted will be sending a letter to the owners of the dilapidated homes.

MAINTENANCE BUILDING COMMITTEE:

Greg noted talked with Tony Morgan and he is putting together the scope of work so the town

can prepare the Request for Proposal.

Greg noted the town has received the survey for Town Hall.

**HISTORICAL COMMITTEE:**

No Report

**ENVISION OF FRANKFORD:**

Robbie noted the next meeting is scheduled for august 12, 2021 at 7:00pm.

The final movie of the season will be August 27, 2021, and the movie is Tom and Jerry.

Fall Festival will be October 30th, 11:00AM to 11:30AM will be the costume contest and the

parade will start at 11:30AM to the park. The festivities will start from 12:00pm to 3:00pm.

**CITIZENS PRIVILEGE:**

Bonnie from the Library noted will story time with popsicle with a cop on August 10, 2021

Bonnie noted they have COVID self- test.

Valerie noted the median where they have the sign is over- grown with weeds.

Jimmy noted the median has been cut.

Robbie noted are we going to pay a contractor to cut the medians.

Jimmy noted the contractor wanted to try the medians.

Valerie noted need to cut the grass around the fire hydrants in town.

Jimmy noted the contractor cuts Town Hall, Old Town Hall, Park, Park Parking lot, Median,

Dover Ave, Green Street, Water department.

Kathy noted the railroad is responsible for twenty-five feet from the center of the tracks out

towards the road on both sides.

Michelle Valentine when are the elections?

Greg noted elections are held the first Saturday in February

Michelle Valentine noted what is the criteria to run for council

Greg noted would need to be a resident of the town, registered voter, reside in town for a year.

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Kathy noted to Greg to explain what he told her last month about residing in town

Kathy noted to Greg do you need to reside or claim residency in town

Greg noted need to reside in town

You only claim residency you don’t need to know where you slept

Greg noted you need to establish residency

Kathy noted by changing your Voters registration, drivers license or where your bills are delivered but it doesn’t matter if you physically reside in the home as long as you claim residency and address shows

 Kathy noted you can have someone on Council that does not physically live in town but has established

a residency in town.

Greg noted properly registered and claim the property and maintain the residency you are a resident.

Robert noted he could change his address and establish residency to the home he owns in town but live

at his other home.

Michelle noted is they pay town taxes they should be able to run for council.

Greg noted the town charter shows you would need to be a resident of the town to run for

Town Council.

Kathy noted a few years ago the charter committee discussed to allow a non- resident who

owns property in town to run for council but did not pass.

Michelle noted can council change the charter to allow a non- resident to run for council.

Greg noted will discuss your request at the next Charter and Ordinance meeting August 18, 2021

at 6:30pm.

Greg noted the town has Certificate of Appreciation to Robert Murray and Robbie Murray

assisting with cutting the grass.

Robbie noted he and his dad were at the park getting ready to cut the grass and Henry Mumford,

Fuzzy Hall and Jujuan McCray came to also cut the grass.

Robbie noted that was icing on the cake when the other gentlemen came with same idea to cut the grass and the community working together.

**ADJOURN:**

Skip made the motion to move into Executive Session at 7:57pm and was seconded by Pam

Motion was unanimous

**RECONVENE FROM EXECUTIVE SESSION**:

Skip made the motion to reconvene from Executive Session at 8:25pm to regular session and was seconded by Jimmy

Motion was unanimous

Council decided to continue to run the Full Time Maintenance Ad.

**ADJOURN:**

Skip made the motion to adjourn the regular session at 8:25pm and was seconded by Jimmy

Motion was unanimous

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**RESPECTFULLY**

**CHERYL A LYNCH**

**TOWN CLERK**