**TOWN OF FRANKFORD**

**MONTHLY COUNCIL MEETING**

**MINUTES**

**SEPTEMBER 9, 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

Laurence Corrigan Chief of Police

Nick Rose Maintenance

**OTHERS:** Priscilla Schoolfield Ronald Hall

Duane Beck Kathy Murray

Michelle Valentine Tony Morgan

Amy Sheridan Bonnie Elliott

Kyle Quillen

**MEETING CALLED TO ORDER:**

Greg called the meeting to order at 7:00pm

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

John made the motion to approve the agenda and was seconded by jimmy

Motion was unanimous

**PRESENTATION AND APPROVAL OF MINUTES:**

August 2, 2021, John made the motion to approve the Council minutes

and was seconded by Pam

Motion was unanimous

April 14, 2021, April 22, 2021, May 6, 2021, May 27, 2021, June 17, 2021, June 24, 2021

John made the motion to approve the Budget Workshop minutes and was seconded by

Skip

Motion was unanimous

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**REPORT OF TOWNS DEPARTMENTS:**

**TREASURER:**

John noted the Account balances as of August 31, 2021

GENERAL FUND: $100,000.00

ICS SWEEP ACCOUNT: $4,030,771.67

MUNICIPAL STREET AID: $3,397.35

TRANSFER TAX ACCOUNT: $69,584.83

**TOWN CLERK:**

SEE REPORT:

**MAINTENANCE DEPARTMENT:**

Skip noted Rich Collins is helping the town fund for ditch drainage projects in town

Skip noted need to keep the grass company until end of season

Skip noted he and Greg moved all the items from the Old Water Plant to the storage container

Skip noted we need to clean out the warehouse

Greg noted have an agreement with the new owner to keep our supplies in the warehouse

for six months.

**POLICE DEPARTMENT:**

Larry noted the complaint load continues to increase and criminal arrests

Purchased new firearms for the new hires.

La Exparanza Social Services met with Larry and discussed their program

Larry noted that Anthony resigned from the Town of Frankford

Larry noted he has three applicants for the part time officer positions

Larry noted he spoke at the Dover Police Department to their recruit academy

Larry was on a radio talk show out of Lewes

Larry has paired with John M Clayton School to assist with traffic control

Larry noted there has been thefts of vehicles

Bonnie asked Larry should he do another PSA video for thefts and Larry said yes

Tony Morgan noted the town needs another full -time officer to assist Larry to keep this

town safe from thefts.

Tony noted if a full- time officer they would be to work everyday where a part time officer

would leave for other opportunities

John noted would it be more feasible to have a second full time officer rather than three part time officers.

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Bonnie noted if Larry had another full -time officer, he could have more administrative time.

Kathy noted the town needs a Town Manager which would assist with keeping the

Consultation fees down.

Pam noted she is getting the qualifications for a Town Manager from Bethany, Selbyville,

Millsboro and Ellendale.

Cheryl to lookup the minutes for Town Manager Committee, Kathy, Marty and Liz, January 14, 2016 and January 24, 2016

**OLD BUSINESS:**

Warehouse Settlement- August 27, 2021

Greg noted went to settlement on the warehouse

**NEW BUSINESS:**

**FINANCIAL POLICY:**

John will complete the policy and forward to the town solicitor for review

**DISCUSS FINANCIAL PLANNING:**

John noted he had met with Mitch Rogers from Edward Jones and will be holding a

zoom meeting with Shawn from WSFS.

John noted he has been talking with Matt from Fulton Bank.

John noted hope to make a decision on the investments before next monthly meeting

**DISCUSS AMERICAN RESCUE PLAN ACT FUNDS:**

Greg noted attended a zoom meeting with Governor on August 31, 2021.

Greg noted the town can use a percentage of the funds we have received to pay for a firm to give

guidance on the usage of the funds.

Greg noted we can’t use the funds for streets, sidewalks or for a maintenance building

Greg noted we could use the funds for lighting at the park and to upgrade the computer

system at town hall.

Greg noted the funds are to be used for COVID relief.

John noted could use for stormwater management.

Skip noted need to contact Deldot to see what projects they have for the Town of Frankford

Bonnie noted the town can partner on a project with the Library, fire Department and Police

Department.

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**DISCUSS RICH COLLINS APPROVED FUNDING FOR DRAINAGE ON HONOLULU-REED STREET:**

Skip noted Rich Collins is assisting the town on four drainage projects totaling $19,888.00.

**DISCUSS AND POSSIBLE VOTE ON GRASS CUTTING/MAINTENANCE OBLIGATIONS:**

Greg noted we need to cut the Library until January 2022.

Skip noted called the Railroad about cutting the grass, but the railroad hasn’t done anything

and the grass is tall.

Greg noted we will not be cutting any properties that the town doesn’t own except for the Library.

Pam made the motion to stop cutting the grass at the medians and was seconded by Skip

Motion was unanimous

Greg noted for Cheryl to contact Deldot that they will be cutting the medians.

Pam made the motion not to cut the grass at the railroad track and was seconded by

Greg

Motion was unanimous

Greg noted we should cut the grass at the library because the council stated that the

Town would cut the Library

Kathy Murray noted the town doesn’t support the Fire Company.

Kathy Murray noted other towns give their fire companies support

Greg noted the town supports Envision of Frankford by using the park and the parking

lot.

Kathy Murray noted no support from the town during Christmas in the Park

Kathy Murray noted Envision of Frankford does a lot for the community such as

Fall Festival, Egg Scramble, Movies in the Park and Christmas in the Park

John made the motion to finish out the year to cut the grass for the Library

and was seconded by Jimmy

Motion was unanimous

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**AMEND HANDBOOK PAYMENT OF WAGES:**

Pam made the motion to make the payment of wages from Thursday to Wednesday

to Monday through Sunday.

**COMMITTEE MEETINGS AND REPORTS:**

CHARTER AND ORDINANCE COMMITTEE:

Greg noted the committee met on August 25, 2021, and September 1, 2021

Greg noted he had copies of the past minutes from 2015 through 2016

**FIRE HAZZARD COMMITTEE:**

None

**MAINTENANCE BUILDING COMMITTEE:**

Greg noted the next meeting scheduled is Wednesday September 15, 2021, at 6:30pm

**HISTORICAL COMMITTEE:**

None

**ENVISION OF FRANKFORD:**

Kathy Murray noted Fall Festival is scheduled for October 30, 2021, Parade at 11:00AM

and will be a Drive Thru Trunk or Treat

**CITIZENS PRIVILEGE:**

Bonnie noted the Library has a 9/11 Display in the Library and welcomed everyone to come by

and look at the display

**ADJOURN:**

John made the motion to adjourn and was seconded by Skip

Motion was unanimous

**RESPECTFULLY,**

**Cheryl A Lynch**

**Town Clerk**