**TOWN OF FRANKFORD**

**MONTHLY COUNCIL MEETING**

**NOVEMBER 1, 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

 Nick Rose Maintenance

 Laurence Corrigan Chief of Police

**OTHERS:** Priscilla Schoolfield Michelle Valentine

 Henry Mumford Robbie Murray

 Valerie Dugdale Mike Dugdale

 Ronald Hall Bonnie Elliott

 Kerin Magill Kyle Quillen

 Wesley Hayes Jr Leroy Williams

**MEETING CALLED TO ORDER:**

Greg called the meeting to order at 7:01pm

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

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

Motion was unanimous

**PRESENTATION AND APPROVAL OF MINUTES:**

**October 4, 2021- Monthly Council Minutes**

**Greg noted there was an error on the percentage to pay the attorney for the ARPA funds**

**Minutes Read: Greg noted the State has hired a firm Tom McGonigle’s Barnes & Thornburg**

**which will cost four percent of the towns total funds received.**

**CORRECTION:** Greg noted the State has hire a firm Tom McGonigle’s Barnes & Thornburg

Which will cost .04% of the towns total funds received.

 **PAGE 2**

John made the motion to approve the October 4, 2021, Council minutes with amendment to the

Minutes and was seconded by Jimmy

Motion was unanimous

**October 19, 2021- Special Meeting**

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

Motion was unanimous

**REPORT OF TOWN DEPARTMENTS:**

**TREASURER:**

John read the account balances: General Fund: $100,000.00

 ICS Sweep Account: $4,008,094.17

 Transfer Tax Account: $82,200.14

 Municipal Street Aid: $19,018.94

**TOWN CLERK: SEE REPORT**

**MAINTENANCE DEPARTMENT: SEE REPORT**

Greg asked Nick to contact either Donovan’s or Fitzgerald’s about getting a dumpster for scrap metal

and also see if you can find an individual who hauls scrap metal.

Skip noted had a meeting with DNREC concerning the ditch drainage

Soil conservation and repaired the culvert pipe but need to have the road blacked topped because

at the end of Reed Street and Honolulu Rd there is a dip in the road also Dover Street and

Frankford Avenue swale.

**POLICE DEPARTMENT:**

Larry noted the three part time officers are working out very well.

Larry noted he directed the new officers on the traffic complaint areas

Larry noted had equipment thefts in town.

Larry noted worked the Fall Festival

Larry noted on November the 9th the library will hold a seminar on Anti- Fraud

Larry noted there have been mortgage scams in the area. Someone is posting the notice

on the residents, front door and on the notice, it states to contact a certain phone number.

 Larry noted was able to get one person who was posting those scam notices and was sent a

a ceased order from our town limits. If it persists it will move to the next level which

could result in an arrest.

Larry noted the police department wouldn’t need any vehicles in the next eighteen to twenty-four

Months.

Larry noted would like to start a Police Advisory Board and would like more members.

Larry noted future growth plans for the department he would like to see a second full time

police officer. There is a plan for home growth and would like to be ahead of the growth.

  **PAGE 3**

Larry noted he is preparing a presentation for the next council meeting on the where we were

and where we want to be in the future.

**OLD BUSINESS:**

FINANCIAL PLANNING:

Greg noted the council had questions concerning the fees from the two financial investors which is

Edward Jones and WSFS.

John noted each investor has a different fee structure.

Edward Jones has an up front fee and based on the type of investment. If we invest three million

The fee would be sixteen thousand and plus or minus 1.00% fee.

WSFS has no upfront fees but has the annual fee would be .38% and they would meet with town quarterly to discuss the investment and its growth.

John noted both investors the product would be stocks and bonds.

Greg noted WSFS noted would keep most of the funds in bonds to be more conservative and low yielding as Certificate of deposits rate increases then roll the funds into certificate of deposits.

John noted would need to keep two years of Annual Budgets.

Greg noted both investors product is liquid funds but would need to pay either a 1.00% or 1.8% with

Edward Jones.

John noted would invest three million and leave $600,000 to $800,000.00

in the general fund.

John made a motion to invest 3,000,000.00 with WSFS and was seconded by Skip

Motion was unanimous

DISCUSS AMERICAN RESCUE PLAN ACT FUNDS:

Greg noted the town joined the legal pool to join Barnes and Thornburg for advice on what

we can spend the funds on.

John noted we need to utilize Barnes and Thornburg since we will be paying them .04%.

Greg noted Barnes and Thornburg will guide the town on reporting and what projects we can

spend the funds on.

John noted maybe we could spend the funds on park equipment such as a new fence, playground

Equipment.

 **PAGE 4**

Greg noted we talked about computer, sound, video upgrade for town hall also adding

hot water in the park bathroom at the park.

Greg noted need to email the attorney about the projects we would like to do.

Wesley Hayes noted what is the towns growth projections for the next five years.

Greg noted Town manager is a town goal and our growth is stated in the comprehensive

Plan Use.

John noted one year ago we took off the annexation per acre fee hoping to get a resident

to annex into town.

John noted only had one annexation on Clayton Avenue.

Wesley noted the infrastructure needs to support the growth.

**DISCUSS ELECTIONS:**

Greg noted the election will be held February 5, 2022, from 1:00pm to 4:00pm

There are three council positions up for election.

Candidates can file up to January 17, 2022

**NEW BUSINESS:**

**DISCUSS TOWN MANAGER:**

Pam noted looking into a Part Time Town Manager and putting together the skill set.

Bachelor Degree in Business Administration, and finance, personnel skills, accounting finances,

Planning and Zoning.

Greg noted the town has a need for a Town Manager to assist with personnel, Land Ordinance

#29.

Kyle Quillen noted look on other municipalities website on Town Manager salaries

Bonnie from the Library noted the Council needs to look at municipalities that are comparable

to the Town of Frankford.

Pam noted Council will hold a meeting to discuss the skill sets and salary for the Town Manager.

 **PAGE 5**

**COMMITTEE MEETINGS AND REPORTS:**

CHARTER AND ORDINANCE COMMITTEE: No Report

**FIRE HAZZARD COMMITTEE**: No Report

**MAINTENANCE BUILDING COMMITTEE:**

Greg noted the maintenance building will be built behind the park parking lot and a second

building will be built behind town hall for the police cars and the maintenance building.

The maintenance building behind town hall will be 54 X 36.

The maintenance building at the park will be 40 X 72.

Greg noted the next maintenance building committee meeting will be Wednesday

November 3,2021, at 6:30pm.

HISTORICAL COMMITTEE: No Report

**ENVISION OF FRANKFORD:**

Robbie noted they had about two hundred people attend the Fall Festival.

Robbie noted will start to decorate the park on Friday November 5, 2021.

Robbie noted the tree lighting will be November 27, 2021, at 5:30pm.

Robbie noted need to lock the gates and post signs on Friday November 5, 2021.

**CITIZENS OF PRIVILEGE:**

Bonnie noted Chief Larry Corrigan and Office LouLou, will be doing a program on Victims of Theft

on November 9, 2021

Bonnie noted a community shred day on November 19, 2021, from 12:00pm to 4:00pm

Cheryl will post the shred day on Town Hall door.

Wesley Hayes noted speeding on Delaware Avenue usually between 6:00AM to 9:00AM and 3:00pm

into the evening.

Larry noted a targeted future plan for the police department.

 **PAGE 6**

**ADJOURN:**

John made the motion to adjourn the meeting and was seconded by Skip at 8:25pm.

**RESPECTFULLY,**

**Cheryl A Lynch**

**Town Clerk**