

TOWN OF FRANKFORD
MONTHLY COUNCIL MEETING
MINUTES
MARCH 7, 2022

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|------------------------|-------------------|-----------------------|
| 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 |
| | Larry Corrigan | Chief of Police |
| OTHERS: | Robbie Murray | Amy Baker Sheridan |
| | Kerin Magill | Priscilla Schoolfield |
| | Valerie Dugdale | Michael Dugdale |
| | Ronald Hall | Robert Murray |
| | Bonnie Elliott | |

MEETING CALLED TO ORDER:

Greg called the meeting to order at 7:10pm

MOTION TO APPROVE THE AGENDA WITH ANY ADDITIONS OR DELETIONS:

Greg noted would like to add a letter from George Bunting about the Route 113 and Daisey Street Intersection and talk about the States voter registration
John made the motion approve the agenda with additions and was seconded by Skip
Motion was unanimous

PRESENTATION AND APPROVAL OF MINUTES:

Monthly Council Meeting February 7, 2022:
Skip made the motion to approve the minutes and was seconded by Jimmy
Motion was unanimous

REPORT OF TOWNS DEPARTMENTS:

TREASURER: John noted the account balances (See report)
The investment balance is \$2,869,753.67 which is about a 4.30 percent loss.

John noted Sussex County Council agreed to give to the municipalities funding from their Realty Transfer Tax in the amount of \$100,000.00 which is a non- matching grant.

John is hopeful we can use the funds towards the new maintenance building or other repairs.

John noted needs to be allocated by May and receipts to them by end of June 2022 and would need to email the department to allocate funds.

John noted the Council will be holding their first budget workshop meeting on March 16, 2022 at 6:00pm.

TOWN CLERK: SEE REPORT

MAINTENANCE DEPARTMENT: SEE REPORT

Skip noted will be holding a meeting first part of April with Matt from Soil Conservation and DNREC for Mill Street and Delaware Avenue drainage.

Skip noted need to replace the catch pan on Reed Street by Kyle Quillen's home.

Skip noted need to replace culvert pipe on Reed and Honolulu Rd.

Skip noted it would be great if we can use the ARPA funds to replace the existing mulch at the park with the Jellybean mulch which is a rubberized mulch. We would need to take out the old mulch and replace with a new mat.

Skip noted Rich Collins noted he would assist the Town the Reed Street project which would include the culvert pipe and catch pans.

POLICE DEPARTMENT: SEE REPORT

OLD BUSINESS:

DISCUSS FINANCIAL PLANNING:

John is working on the financial planning document.

John will be sending to the attorney to review and once approved the draft will be posted on the website and it is about seventeen pages.

DISCUSS THE AMERICAN RESCUE PLAN:

Greg noted no report held workshop prior to council meeting.

Greg noted received a letter from George H Bunting on the update on the intersection project at Route 113 and Daisey St.

Greg noted received an email on the States Voter Registration system. The state would send a list of voters to each municipality.

John noted there was a meeting today on HB 146 with Representative Shupe. Allocate some state GIS resources to the municipalities.

John noted registration to vote is thirty days before the election.

John noted the town could opt into the state registration.

John noted the law wouldn't take effect until 2024.

John made the motion to opt into the States Voters Registration HB146 and was seconded by Skip

Motion was unanimous

DISCUSS THE COLLECTION POLICY:

Greg noted discussed under the financial planning

DISCUSS TOWN MANAGER:

Will be discussed during the budget workshop.

Greg noted

DISCUSS THE TOWN ITEMS FOR SALE:

Greg noted the town had a sale on surplus equipment

Wood Landscape Rake

John Deere Pull behind lawn sweeper

Sweepster Rotary Broom

2 smart Radar Trailers- Solar Powered

Greg noted received three bids

1) Allan Rogers for the Wood Landscape rake \$400.00

2) John Backus for the John Deere lawn sweeper \$250.00

3) Jeff Lynch for the wood Landscape Rake, John Deere Sweeper and Sweeper \$50.00

Greg noted will be posting another sale of town items which would be the sweeper and the two radar trailers as a sealed bid and will open at next council meeting.

John made the motion to accept the bids and was seconded by Skip.

Motion was unanimous

COMMITTEE MEETINGS AND REPORTS:

CHARTER AND ORDINANCE COMMITTEE: NO REPORT

FIRE HAZARD COMMITTEE: NO REPORT

MAINTENANCE BUILDING COMMITTEE:

Greg noted they have received the building permit and the builder did say it would be 50 to 80 days before they start construction.

HISTORICAL COMMITTEE: no report

ENVISION OF FRANKFORD:

Robbie noted Egg Scramble will be Saturday April 16, 2022, from 12:00pm to 2:00pm at the Frankford Town Park

CITIZENS PRIVILEGE:

Valerie noted how rough the road is on Daisey Street.

Greg noted maybe we could contact Rich Collins and Gerald Hocker about resurfacing Daisey Street.

ADJOURN:

Pam made the motion to adjourn the Council meeting at 7:50PM and move into Executive Session and was seconded by Skip

Motion was unanimous

Reconvened from Executive Session at 8:48pm.

ADJOURN:

Pam made the motion to adjourn the regular session at 8:49pm and was seconded by Skip.

RESPECTFULLY

**CHERYL A LYNCH
TOWN CLERK**

**TOWN CLERK
MONTHLY REPORT
MARCH 7, 2022**

Reviewed emails and voice mails

Bank deposits

Post Office

2 Building Permits

Met with Mark from Martel to review audio for meeting room and cameras for town hall

Met with Phil from Diamond Computer upgrading computers for townhall and live streaming meetings

Worked on Auditors request

Prepared and attended the Planning and Zoning meeting

Prepared agenda and minutes for February's council meeting

Prepared RFP for items for sale by the town

Typed Police schedule for Larry

Sent email to Barnes and Thornberg about upgrading playground equipment, mulch and fencing

Worked on Delinquencies

Clean town hall weekly

Town council Meeting 3/7/22
Maintenance Department

This Month - Preparing for Spring - Meeting room improvements.

- Replaced damaged ceiling tiles throughout town hall
- Relocated Lobby bulletin board, patched drywall and hung clock.
- Worked with several companies on getting estimates for new town computers and PA system for meeting room. Still waiting on one.
- Went to Georgetown to acquire building permit for the towns new building.
+ fire marshalls office for approval
- Went to Donovans to get our scrap metal check.
- Performed tune up on zero turn mower. New blades installed. Ready for season.
- changed flat tire on tractor
- Storm drain cleaning.
- Trash cleanup at the park, as well as on Reed st.
- Removed salt spreader from plow truck, put in storage.
- Salted town streets before ice storm with skip on superbowl Sunday.
- cleaned all security camera lenses in preparation for future testing.
- gathered information and photos of equipment at back of town hall to post for bidding.
- Ditch cleaning along Dover St.



Frankford Police Department
9 Main Street, Frankford, Delaware 19945

REPORT TO FRANKFORD TOWN COUNCIL

03/07/22

- TRAFFIC ARRESTS HAVE RISEN 480% FROM JANUARY 2022 TO FEBRUARY 2022
- CALLS FOR SERVICE HAVE INCREASED 58% FROM JANUARY 2022 TO FEBRUARY 2022
- UNIVERSITY INTERNSHIP CONTINUES.
- REPRESENTED TOWN OF FRANKFORD BEFORE DELAWARE'S CONGRESSIONAL DELEGATION AND GOVERNOR CARNEY
- NIGHTTIME PATROLS HAVE INCREASED
- UPDATING VEHICLE FLEET WITH LED LIGHTING
- UPDATING BALLISTIC VESTS WITH OUTER CARRIERS TO FACILITATE BODY WORN CAMERAS.