**MONTHLY TOWN COUNCIL MEETING**

**MINUTES**

**JULY 6, 2022**

**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:**  Bill Manske Priscilla Schoolfield

 Ronald Hall Kerin Magill

 Kyle Quillen Wesley Hayes

**MEETING CALLED TO ORDER**:

Greg called the meeting to order at 6:30pm

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

Greg noted would like to add the Annual Comprehensive Plan report

Skip made the motion to approve the agenda with the addition to add the Annual Comprehensive

Plan report and seconded by John

Motion was unanimous

**PRESENTATION AND APPROVAL OF MINUTES:**

June 6, 2022- Monthly Council Minutes

John made the motion to approve the minutes and seconded by Jimmy

Motion was unanimous

June 6, 2022- Executive Session Minutes:

John made the motion to approve the minutes and seconded by Jimyy

Motion was unanimous

 **PAGE 2**

**REPORT OF TOWN COMMITTEES:**

**TREASURER:**

John noted the Account Balances:

GENERAL FUND: $100,000.00

ICS SWEEP ACCOUNT: $1,146,959.16

WSFS INVESTMENT ACCOUNT: $

TRANSFER TAX ACCOUNT: $116,629.72

MUNICIPAL STREET AID: $6,180.40

John noted he and Greg will be holding a meeting on July 20, 2022, with WSFS to review the

Investment

**TOWN CLERK:** See Report

**MAINTENANCE:** See Report

Nick noted he had contacted Logomotive for work shirts and sweatshirts and the total for twenty-four

Items is $472.25. This would include 9 short sleeve shirts, 9 long sleeve shirts and six sweatshirts.

On the front of the shirt would read town of Frankford Public Works and on the back would have the

State of Delaware and a pin-point where Frankford is located with the Frankford across the logo.

The residents stated this would identify the maintenance person.

John noted instead of getting so many sweatshirts increase the short and long sleeve shirts to eleven and decrease the sweatshirts to two.

Skip made the motion for Nick to order eleven short sleeve shirts and eleven long sleeve shirts and two sweatshirts and was seconded by Jimmy

Motion was unanimous

Nick noted the bathroom at the park had some graffiti on the walls and a soap dispenser was broken.

Nick replaced the broken dispenser because the town had an extra dispenser.

Greg noted had the electrician come to the park to review the circuits at the park.

Skip noted received the blacktop price for the project on Reed Street.

Greg noted the park had some vandalism and we were able to see the people do you know if they

were identified.

 **PAGE 3**

**POLICE DEPARTMENT**: SEE REPORT

Greg noted that the Council has interviewed two applicants for the Chief of Police position and

will hold the third interview the week of July 5, 2022.

**OLD BUSINESS:**

Greg noted to there is an Annual Comprehensive Report which has been prepared but needs to be

reviewed by the Planning and Zoning Committee.

**DISCUSS FINANCIAL POLICY:**

Greg noted sent the Financial Policy to the town Attorney for his review and the Attorney responded

that the Financial Policy looked fine.

John made the motion to adopt the Financial Policy for the Town of Frankford with the addition amendment.

**DISCUSS AMERICAN RESCUE PLAN:**

Greg noted received the second half of the ARPA funding in the amount of $243,089.49.

Greg noted for Cheryl to cut a check to the Library for their request from the Town in the

amount of $9,310.00.

Greg noted looked at the bids for new computers and audio for Town Hall.

Greg noted for Council to review and will discuss at the next Council meeting.

DISCUSS FRANKFORD LIBRARY/GREENE STREET DRAINAGE IMPROVEMENTS PROJECT:

Greg noted received a list of all the property owners involved in this project and who has signed

their contract and who hasn’t signed.

Greg noted need to contact Matt Messina from Soil Conservation District to get a copy of the updated list.

**NEW BUSINESS:**

**DISCUSS THE HOLIDAY SCHEDULE IN THE EMPLOYEE HANDBOOK:**

Greg noted the state had added a holiday which is Juneteenth, June 19th

Cheryl noted her suggestion to add Juneteenth but delete Columbus day and Return Day.

Greg noted to maintain twelve paid holiday’s.

 **PAGE 4**

John made a motion to Amend the paid holiday schedule in the Employee Handbook to

add Juneteenth and delete Columbus Day 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 no meetings but the shell is up on the maintenance building, will be laying cement on July 7, 2022 and Greg will be meeting with the electrician on July 12 to get a lay out on the outlets, lighting and we need to add an exit sign.

**HISTORICAL COMMITTEE: NO REPORT**

**ENVISION OF FRANKFORD:** Priscilla Schoolfield noted there is a movie in the park for July, but she didn’t no the date. Greg noted they usually post on the Fire company’s board.

**CITIZENS PRIVILEGE:**

Mr Manzke inquired to John the old fire truck on the property he has some friends who collect

them and he would see if they had any interest.

Greg noted will be holding an Executive Session for personnel issues.

Skip made a motion to move into Executive session at 7:33pm and was seconded by

John.

Motion was unanimous

**RECONVENE FROM EXECUTIVE SESSION:**

**ADJOURN:**