**MONTHLY TOWN COUNCIL**

**MINUTES**

**NOVEMBER 7, 2022**

TOWN COUNCIL: GREG WELCH PRESIDENT NO ATTENDANCE

EDWARD (SKIP) ASH VICE PRESIDENT

PAMELA DAVIS COUNCILMAN

JAMES SAMPLE COUNCILMAN

JOHN WRIGHT SECRETARY/TREASURER

**TOWN EMPLOYEES:** CHERYL LYNCH TOWN CLERK

NICK ROSE MAINTENANCE

KEVIN SMITH CHIEF OF POLICE

**OTHERS:** JONATHAN RICHARD PRISCILLA SCHOOLFIELD

KERIN MAGILL BRANDAN HAMILTON

KYLE QUILLEN BONNIE ELLIOTT

**MEETING CALLED TO ORDER:**

Skip 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 seconded by Jimmy

Motion was unanimous

**PRESENTATION AND APPROVAL OF MINUTES:**

Monthly Council Meeting Minutes 11-7-2022

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

Motion was unanimous

PUBLIC HEARING: COMMUNITY DEVELOPMENT & HOUSING

Guillermo Montalvo introduced himself for a Sussex County Community Development & Housing Division. This program is for low to moderate income. The property must be owner occupied, low to moderate income and insured. A Primary residence with $5,000.00 in repairs or below no lien, $15,000.00 has a five year zero percent prorated payback lien, a demolition home requires a full lien. This is so a person can’t sell their home and profit. In the last five years the Town of Frankford has received $144,000.00 in assisting with refurbishing a home. Currently the program has assisted eight households and we have four more on the list totaling 12 households. We can assist households with emergency funding for no water,broken pipes, no heat, severe roof leaks and assist with handicap ramps and accessibility. These come from the Sussex County Councilman. Currently the Town of Frankford has three households on the list for assistance with home repairs.

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If you have someone that doesn’t live in the town limits but needs assistance have them contact the department at 302-855-7777. The Town of Frankford needs to have at least four households on the list but would prefer five or six.

An attendant at the meeting asked how many Public Hearings have you held?

Mr Montalvo said currently, Seaford, Laurel, Frankford and he knows there are others

but you can visit the website and you would be able to see other Public Hearings.

Since the Town of Frankford has applied years past, we will move forward with this years

application. This years application is due before February 23, 2023. If you need an application, you can contact Cheryl the Town Clerk or contact the Sussex County Community Development at 302-855-7777.

I have left a packet with Cheryl the Town Clerk to have the council President to sign.

**REPORT OF TOWN DEPARTMENTS:**

**TREASURER:**

John noted the Account Balances:

General Fund $100,000.00

ICS Sweep Account $1,201,336.99

Transfer Tax Account: $41,073.98

Municipal Street Aid: $19,502.84

WSFS Investment: $2,546,151.00

John noted that Greg, Skip and himself met with the WSFS financial advisor and discussed the

Investment account.

**TOWN CLERK:** SEE REPORT

**MAINTENANCE:** SEE REPORT

Skip noted need to contact Artesian and let them know need to add more fill where they did water

pipe repairs in front of 63 Reed Street and 22 Reed Street.

Skip noted the gutters were installed on the maintenance building.

Skip noted he and Greg would be preparing the Request for Proposal for the next maintenance building.

**POLICE DEPARTMENT:**

Chief Smith noted no thefts, robberies, burglaries or sexual assaults reported in the month of October 2022. The part time officers weren’t able to work as often in the month of October.

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Chief Smith talked with Axon about the body cameras. Governor Carney signed into law last

January that all municipalities and State Police have body cameras. This will be paid for by the

State of Delaware for five years.

Chief Smith noted he had talked with Amanda True about applying for grants and she informed

him the town of Frankford could not apply for, Sallie, Edie or Violent Crime grant because

didn’t submit report in July on the police department. Will be able to apply in July 2023.

Chief Smith noted he had submitted the proposals on equipment needed for the police department.

John asked were any of the proposals through a state contract?

Chief Smith noted the portable radios and the radar were under State contract and the equipment

installation through Global Safety are not under State contract but couldn’t get a better price.

Chief Smith noted the internet in the police cars don’t always work so the cradle point will help with the

Internet access.

Chief Smith note the Solar speed sign price are $2,800.00 and the speed trailer is more than $8,000.00.

John made a motion to approve the equipment purchase and was seconded by Pam

Motion was unanimous

**OLD BUSINESS:**

**DISCUSS AMERICAN RESCUE PLAN:**

John noted the Council needs to decide on what projects we need to work on to use the ARPA funds.

John noted we have until October 2024 to lay out our projects and up to 2026 to spend the funds.

**DISCUSS SECURITY CAMERAS, COMPUTERS AND AUDIO PROPOSALS:**

No Report

**NEW BUSINESS:**

**DISCUSS PLANNING AND ZONING MEETING NOVEMBER 2, 2022:**

John noted Louis Travalini at the September 29th meeting decided to meet with Dollar General

To discuss his entrance to his property behind Dollar General.

Jonathan from Dollar General noted Pentex the developer for Dollar General that Louis Travalini

and Dollar General came to an agreement to share the entrance to Dollar General so Mr Travalini could have access to his parcel behind Dollar General.

John noted at the Public Hearing on September 29th discussed a Resolution to vacate an unnamed

road on Louis Travalini property. Mr Travalini is the sole owner of this parcel.

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John read the Resolution to vacate the unnamed road on Louis Travalini property,

Tax Map parcel number 4.33-6.18-48.00, 4.33-6.18-48.08, 4.33-1.18-48.02 and 4.33-6.18-48.01.

John made the motion to adopt the Resolution and was seconded by Jimmy.

Motion was unanimous

John noted November 2, 2022 on three project for Dean Esham and Timothy Hudson

minor subdivision. Dean Esham wants to divide the property into three lots. The

Planning and Zoning Committee gave a verbal agreement to conditionally approve

The project on the condition of what the Board of Adjustments would decide.

Cheryl noted

John noted two annexations request one for the Lynch Farm a 115 acre farm and the second is the

Cress/Parson farm a 150 acre farm. The Cress/Parson farm goes to the Frankford School Road. The Planning and Zoning Committee approved to move forward with annexation requests. The Cress/Parsons farm is currently doing a traffic study for these parcels.

John noted last year the Council created from May 2021 to May 2022 an Ordinance to allow the per acre

fee be waived for one year. The Lynch applied during this time the Cress/Parsons farm did not apply during that time.

Bonnie noted from the Library, when the development starts the Police Department needs to be

expanded.

**COMMITTEE MEETINGS AND REPORTS:**

**CHARTER AND ORDINANCE COMMITTEE:**

Kyle noted met with General Code to discuss their program for Ordinances and write grants.

Kyle noted this project will take about 18

John noted at the last Council meeting the Council decided to pick an option of the two proposals

The first proposal is $11,045.00 and the second proposal $7,995.00 with an optional post.

The Committee decided to go with the first proposal. There is an annual maintenance fee

in the amount of $1,195.00. The first twenty percent is due at signing.

**TOWN PARK COMMITTEE:**

Skip noted the Committee needs to meet to discuss the playground companies.

Skip noted need to replace the fence on Hickory and Clayton Avenue.

Skip noted the next meeting will be Friday 11th at 10:00am in the park.

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**FIRE HAZARD COMMITTEE**: NO REPORT

**MAINTENANCE BUILDING COMMITTEE:**

Skip noted the electric isn’t hooked up.

**HISTORICAL COMMITTEE:** NO REPORT

**ENVISION OF FRANKFORD:**

The park is closed from November 4th through January 16th, 2022, for Christmas in the Park

The next meeting November 10, 2022, at 7:00pm

**CITIZENS PRIVILEG**E: no Remarks

**ADJOURN:**

John made a motion to adjourn the meeting at 7:55pm and was seconded by Pam.

Motion was unanimous

**RESPECTFULLY**

**CHERYL A LYNCH**

**TOWN CLERK**