**TOWN OF FRANKFORD**

**MINUTES**

**FEBRUARY 6, 2023**

**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

Kevin Smith Chief of Police

**OTHERS:** Robert Horsey Priscilla Schoolfield

Janet Hearn Bonnie Elliott

Linda Morris David Hutt

Zack Crouch Henry Mumford

Jim Ronald Hall

Kerin Magill Kyle Quillen

Michelle Valentine

**MEETING CALLED TO ORDER:**

Greg called the Council meeting to order at 7:30pm

**SWEARING OF COUNCIL:**

Greg noted the Election was scheduled for February 4, 2023,but no election due to no challengers

for the two positions.

Cheryl sworn in Greg Welch and John Wright

**REORGANIZATION OF COUNCIL:**

PRESIDENT: Skip made the motion to nominate Greg Welch for President and was seconded by

John Wright

Motion was unanimous

**VICE PRESIDENT:** Greg Welch made the motion to nominate Skip Ash for Vice President and was seconded by John Wright

Motion was unanimous

**TREASURER**: Jimmy Sample made the motion to nominate John Wright for Secretary/Treasurer

and was seconded by Pam

Motion was unanimous

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

Greg noted amended the agenda adding the discussion of the January 25, 2023

Public hearing for James and Carrie Bennett to change the zoning from Commercial

to Neighborhood Business.

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

Motion was unanimous

**PRESENTATION AND APPROVAL OF MINUTES:**

Skip made the motion to approve the minutes for January 3, 2023 and was seconded by

Jimmy

Motion was unanimous

**REPORT OF TOWN DEPARTMENTS:**

**TREASURER:**

John read the account balances as of January 31, 2023

General Fund: $50,000.00

ICS Sweep Account: $1,223,658.02

Transfer Tax Account: $ $47,777.46

Municipal Street Aid: $14,356.66

WSFS Investment: $2,720,653.97

John noted met with WSFS on February 1, 2023 to review the investment account and this last month we had an increase in the investment.

**TOWN CLERK**: SEE REPORT

**MAINTENANCE:** SEE REPORT

Skip noted talked with someone at Mountaire about the electric and heating for the Gingerbread house.

Skip noted received an estimate on the fencing at the park.

Greg noted to Bonnie would the company that would be replacing the equipment at the park would they

also do the bathrooms and fencing at the park.

Bonnie noted yes the company would do other jobs at the park.

Bonnie noted we would need to take out the old mulch. We could outsource the bathroom and fencing.

Greg noted we should contract out the bathroom, fencing and the walkway.

**POLICE REPORT**: SEE REPORT

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**OLD BUSINESS:**

DISCUSS AMERICAN RESCUE PLAN:

Greg noted the park project will be funded by the American Rescue Plan funds.

Greg noted the American Rescue Plan funds need to be allocated by 2024 and spent by 2026.

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

No report on the computers

**DISCUSS SIDEWALKS:**

Greg noted he had looked at the sidewalks down on Clayton Avenue.

Greg noted he is looking into funding for the sidewalk project.

Skip noted he had talked with Rich Collins about funding for the sidewalks.

Greg noted the Charter states the protocol of repairing or replacing sidewalks.

**NEW BUSINESS:**

**DISCUSS AND VOTE ON AMENDMENT TO THE COMPREHENSIVE PLAN:**

Greg noted the Comprehensive Plan didn’t have the small parcel in our short term

growth area. The PLUS Committee gave to the town a waiver for the town to correct

the map on the short term growth area.

John made the motion to amend the Comprehensive Plan to include the whole parcel

of Tax Map parcel 533-4.00-28.00 and seconded by Pam

Motion was unanimous

Greg read the Ordinance Number 2023-0003

**DISCUSS AND VOTE ON ANNEXATION FOR CRESS/PARSONS FARM, PEPPER RD,**

**FRANKFORD DE 19945, TAX MAP PARCEL 533-4.00-28.00, 533-4.00-28.01 AND**

**533-1.00-38.00**

Skip made the motion to accept the Cress/Parsons Farm Annexation and was seconded

by John

Motion was unanimous

Greg read the Annexation Ordinance 2023-0002

John noted the Cress/Parsons farm has a per acre fee of $500.00 totaling $75,400.00

The Town Council agreed to a payment schedule for the $75,400.00.

1. $10,000.00
2. $25,000.00
3. $40,400 Final Payment

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Pam made the motion to accept the payment terms for the annexation acreage and was seconded

by John

Motion was unanimous

**DISCUSS AND VOTE ON ANNEXATION FOR BERNARD P LYNCH TRUST, CLAYTON AVENUE,**

**FRANKFORD DE 19945, TAX MAP PARCEL 433-6.00-1.00, 433-6.00-1.01 AND 433-6.10-13.00**

John made the motion to approve the annexation for the Bernard P Lynch Trust Farm and was

seconded by Jimmy

Motion was unanimous

Greg read the Annexation Ordinance 2023-0001 of Bernard P Lynch Trust Farm, Tax Map Parcel 433-6.00-1.00, 433-6.00-1.01 and 433-6.10-13.00

**DISCUSS AND VOTE ON THE ZONING CHANGE FROM COMMERCIAL TO NEIGHBORHOOD BUSINESS**

**JAMES BENNETT AND CARRIE BENNETT, TAX MAP PARCEL 433-6.19-51.00**

Greg noted the Town held a Public Hearing on January 25, 2023, and there was no one

opposed to the zoning change.

John made the motion to change Tax Map Parcel 433-6.19-51.00 from Commercial to Neighborhood

Business and was seconded by Skip.

Motion was unanimous

Greg read the Resolution 2023-0004, zoning change from Commercial to Neighborhood Business

Tax Map Parcel 433-6.19-51.00.

**DISCUSS PLANNING AND ZONING MEETING:**

Greg noted there was a Planning and Zoning meeting scheduled on February 1, 2023, to discuss

the solar farm on the Dukes Property which was cancelled and has been rescheduled for March

2023.

**DISCUSS ELECTIONS:**

Greg noted we didn’t hold an election only he and John had applied for candidacy.

**COMMITTEE MEETINGS AND REPORTS:**

**CHARTER AND ORDIANCNE COMMITTEE:**

John note benchmark on the E360.

John noted will hold a meeting February 22, 2023 and after the meeting will give recommendations

to the council.

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**TOWN PARK COMMITTEE:**

Bonnie noted received two proposals one from Felton and the second Berlin.

Bonnie noted she would go with a local company out of Berlin Maryland. They would repair

and paint the park equipment. Also add two big grills for the pavilions and a merry go round.

Skip noted received a proposal on the fencing in the amount of $79,000.00.

John noted need to create a Request For Proposal on the park equipment and fencing.

Skip noted the total park project should cost $200,000.00

**FIRE HAZARD COMMITTEE**: NO REPORT

**MAINTENANCE BUILDING COMMITTEE**:

Greg noted created a Request For Proposal and we didn’t receive any responses.

Greg noted we could solicit to other contractors.

Greg did send the Request For Proposal to the Delmarva Builders.

**HISTORICAL COMMITTEE:** NO REPORT

**ENVISION OF FRANKFORD**:

The next meeting will be February 9, 2023 to discuss the Egg Scramble.

**CITIZENS PRIVILEGE:**

Bonnie noted the Library hosting Black History month with Indian River High School

and NAACP at the Frankford Frankford Hall on February 16, 2023 at 5:30pm.

**ADJOURN:**

John made the motion to adjourn the Council meeting and was seconded by Pam

Motion was unanimous

**RESPECTFULLY**

**Cheryl A Lynch**

**Town Clerk**