**TOWN OF FRANKFORD**

**MINUTES**

**MAY 1, 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

**OTHERS:** Priscilla Schoolfield Bonnie Elliott

Kyle Quillen Kerin Magill

Ronald Hall Wesley Hayes

**MEETING CALLED TO ORDER:**

Greg called the meeting to order at 7:00pm

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

Skip made the motion to approve the agenda with a correction change the meeting minutes from March 6, 2023 to April 3, 2023 and was seconded by John

Motion was unanimous

**PRESENTATION AND APPROVAL OF MINUTES:**

April 3, 2023- Council Minutes and April 3, 2023 Executive Session Minutes

Jimmy made the motion to approve the minutes and was seconded by Skip

John made the motion to amend the Reconvene from Executive Session from additional

two weeks vacation to one additional week and was seconded by Skip

Motion was unanimous.

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**REPORT OF TOWNS DEPARTMENTS:**

**TREASURER:**

John noted the account balances as of April 30, 2023

General Fund: $50,000.00

ICS Sweep Account: $1,081,207.74

Municipal Street Aid: $9,110.75

Transfer Tax Account: $51,660.41

WSFS INVESTMENT ACCOUNT: $2,726,049.43

John noted the next Budget Workshop meeting will be May 10th and May 31st at 6:00pm

**TOWN CLERK**: SEE REPORT

**MAINTENANCE**: SEE REPORT

**POLICE DEPARTMENT:** SEE REPORT

**OLD BUSINESS:**

**DISCUSS AMERICAN RESCUE PLAN:**

Greg noted Cheryl submitted the annual ARPA report.

Greg noted the town has spend $89,251.00

Greg noted have allocated $240,000.00 to the police department for future police funding.

The funds will need to be allocated by October 2024 and spend by October 2026.

John noted need to find out how to earmark the $240,000.00.

Greg noted the balance left is $140,000.00 for the Town park.

Skip noted need to remove the tires and sandbox at the park and what equipment

do we want to replace those two items.

Greg noted the fence needs to be replaced, parts of the blacktop.

John noted need to prepare Request for Proposals for each project.

Bonnie noted need to hold a meeting to discuss the projects at the park.

Skip noted only replacing the fence on Hickory Street and Clayton Avenue.

Skip noted meeting scheduled Monday May 15, 2023, at 9:00AM.

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

Nick submitted two proposals to install the audio and streaming.

Nick noted the price for the audio $397.00 This will include four microphones with stands

and we can add more microphones.

Nick noted the second proposal is in the amount of $216.00

for the web cam, modem and mount and to connect the laptop for recording and streaming.

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Cheryl noted during the streaming of the meetings we could ask after each topic

if anyone has any comments

Skip made the motion to install the audio equipment for the meeting room and

seconded by Jimmy.

Motion was unanimous

John noted what is the purchase threshold to be approved by the Council.

Cheryl noted the purchase threshold is above $500.00 would need to be approved by the

Council.

Nick noted approve the Audio for this meeting and add the streaming at the next Council

meeting.

John noted should create a worksheet for projects with the proposals and equipment.

**DISCUSS SIDEWALKS**:

Cheryl noted talked with Matt and he gave the names of four Deldot contractors

And the name for a Safety Permit. We could contact Rich Collins or Gerald Hockers secretary

Keri Rappa. Also we would need to mark the sections where we need sidewalks and the square footage.

Cheryl noted could she contact the four contractors and ask what they charge per square foot.

Greg noted for Cheryl to call Keri Rappa on the details on sidewalk repairs.

Greg noted the charter states to form a committee and they would go through town and assess

the areas to replace sidewalks.

Ron Hall noted there was someone in town surveying for water lines.

Greg noted he would call Artesian to see if they have projects scheduled in the town.

**NEW BUSINESS:**

**DISCUSS REPORT FROM FIRE HAZARD COMMITTEE:**

The Committee held a meeting on April 12, 203.

Greg noted the Committee has recognized two dilapidated homes in town one is located at 83 Clayton Avenue and 7 Knox Street. The Committee will need to visit the homes, take pictures and prepare

a report within thirty days and submit to Town Council, schedule a Public Hearing and mail a letter to the

owner twenty days in advance notice.

Skip noted the committee can meet at 83 Clayton Avenue on Monday May 8th, 2023, at 6:00pm to review the Property and take pictures and also review 7 Knox Street.

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**DISCUSS PLANNING AND ZONING MEETING:**

Greg noted the Committee met on April 19, 2023

Greg noted Chuck Coleman submitted an inquiry for a Boat and R/V storage

in the back area of Thatcher St and Frankford School Road. This parcel is zoned Residential.

and the zoning would need to be changed to commercial.

Greg noted reviewed the site plans of Dollar General.

**DISCUSS BUDGET WORKSHOP MEETING:**

Greg noted the next Budget Workshop meeting will be May 10th and May 31st at 6:00pm

**COMMITTEE MEETINGS AND REPORTS:**

**CHARTER COMMITTEE: No report**

**TOWN PARK COMMITTEE: Discussed under Old Business- American Rescue Plan**

**FIRE HAZARD COMMITTEE: Discussed under new business- Fire Hazard Report**

**MAINTENANCE BUILDING COMMITTEE:**

Greg noted the Council needs to pick the colors for the second maintenance building.

Skip made the motion the colors for the second maintenance building will be tan and blue roof

Seconded by Jimmy.

Motion was unanimous

Greg noted working on the permitting process

**HISTORICAL COMMITTEE**: No Report

**ENVISION OF FRANKFORD:**

Bonnie noted first movie in the park Friday June 16, 2023, and kickoff for the Library

Summer Reading Program

**CITIZENS PRIVILEGE: none**

**ADJOURN REGULAR SESSION**:

Skip made the motion to adjourn regular session and move into Executive Session at 8:24pm

Seconded by John

Motion was unanimous

**RECONVENE FROM EXECUTIVE SESSION:**

Skip made the motion to move into Regular Session from Executive Session seconded by

Jimmy at 8:57pm

Motion was unanimous

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Greg noted discussed personnel no voting necessary.

**ADJOURN:**

Skip made the motion to adjourn the Regular Session seconded by John at

8:57pm

Motion was unanimous

**RESPECTFULLY,**

**CHERYL A LYNCH**

**TOWN CLERK**