TOWN COUNCIL MEETING

MINUTES

JUNE 5, 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: Duane Beck Henry Mumford

 Lucinda spence Bill Manzke

 Kyle Quillen Patrick Fitzgibbon

 Priscilla Schoolfield Zac Crouch

 Bonnie Elliott Kerin Magill

 Keley Horsey

**MEETING CALLED TO ORDER:**

Greg called the meeting to order at 7:00pm

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

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

Motion was unanimous

**PRESENTATION AND APPROVAL OF MINUTES:**

May 1, 2023- Monthly Council Minutes

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

Motion was unanimous

May 24, 2023- Special Meeting

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

Motion was unanimous

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**REPORT OF TOWNS DEPARTMENTS:**

**TREASURER:**

John noted the account balances

General Fund: $50,000.00

ICS Sweep Account: $1,056,548.21

Transfer Tax Account: $52,782.10

Municipal Street Aid: $7,341.28

WSFS Investment Account: $2,709,835.42

**TOWN CLERK: SEE REPORT**

**MAINTENANCE: SEE REPORT**

**POLICE DEPARTMENT: SEE REPORT**

Kevin noted he contacted Dorothy Morris about annexing Pepper Road and a part of Frankford School Road for Police Patroling.

Kevin introduced CPL Beth Bruette as our new full time police officer.

**OLD BUSINESS:**

**UPDATE ON GREEN STREET DRAINAGE PROJECT:**

Greg noted waiting on one resident to sign their agreement.

Greg noted they redesigned the project to accommodate the residents

of this project. They will be planting arborvitae trees.

**DISCUSS AND VOTE ON AUDIO EQUIPMENT FOR MEETING ROOM:**

Greg noted video and audio so we can stream the meetings and the proposal is in the amount of

$216.23.

John made the motion to purchase the equipment to setup for live streaming the meetings

and seconded by Skip

Motion was unanimous

**DISCUSS AMERICAN RESCUE PLAN:**

Greg noted he emailed Barnes & Thornberg and they emailed to Greg the town has until

December 2024 to allocate the funds and December 2026 to spend the funds.

Greg noted probably create a resolution to allocate the funds. The town has allocated $240,000.00

so we could hire our full time officer.

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**DISCUSS SIDEWALKS:**

Cheryl noted we need to review the Charter and be very specific on the square footage to

repair and location. Once we have the scope of work we can submit to Rich Collins

and Gerald Hocker. We can contact a state contractors and ask what they charge per square foot.

Greg noted need to form a committee, review areas of repair, then Council will need to decide

how much the owner and the town will pay for the project.

John noted need to create an Ordinance for the scope of work would be and could add in the

Budget.

John noted he would review the Town of Milford’s Charter for sidewalks.

Greg noted he contacted Artesian Water Company and they will be replacing a main from Clayton Avenue and down Honolulu Road.

**NEW:**

**DISCUSS REPORT FROM FIRE HAZARD COMMITTEE:**

Greg noted the committee met on May 8, 2023.

Skip noted met at the Holloway home on 83 Clayton Avenue and took pictures of the

area around the home. The basement is full of water.

Greg noted named the Fire Hazard Committee and read the report from the committee

at 83 Clayton Avenue.

Greg noted that Cheryl has had conversations with the owner concerning the home.

Skip made the motion to move forward with sending a certified letter to John Holloway at 83 Clayton Avenue for a Public Hearing on July 3, 2023, at 6:00pm and seconded by Jimmy.

Motion was unanimous

Skip noted the second property is 7 Knox Street and the committee was asked to hold off because

a resident is trying to move forward in the purchase of this parcel.

Greg noted for Cheryl to draft a letter to John Holloway at 83 Clayton Avenue to hold

a Public Hearing on July 3, 2023 at 6:00pm. The letter will be reviewed by the Town Attorney.

John noted when the town Attorney approves the letter keep on file for future letters.

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**DISCUSS PLANNING AND ZONING MEETING MAY 30, 2023:**

John noted on May 30, 2023 held a Planning and Zoning meeting. The committee

met with Chuck Coleman. He would like to build a open RV/boat storage facility

and he will get the letters from the residents surrounding the property on Thatcher Street.

John noted also met with Vines Creek Crossing Development. They submitted their preliminary

Site plan for the development.

Zac noted there will be 264 single family homes, 97 villas and 223 Townhomes. The project

will be done in phases. A Traffic study was completed.

John noted in the Comprehensive Plan there is a plan to develop a Vines Creek Walking Path

and the development will be completing the walking path.

Duane Beck noted need the approval from Council on a Waiver for the rear access to the townhomes.

The waiver is to delete the rear access to the townhomes and only have a back yard.

John made a motion to approve the Preliminary Site Plan for Vines Creek Crossing and

approve the Waiver 10-1-D (2A) not requiring the rear access to the Townhomes and seconded

by Skip.

Motion was unanimous

**DISCUSS AND VOTE TO ADOPT BUDGET 2023-2024:**

John reviewed the Budget 2023-2024

Pam made the motion to Adopt the 2023-2024 Budget and seconded by Skip

Motion was unanimous

**DISCUSS AND VOTE ON COMMERCIAL LEASE AGREEMENT FOR 5 MAIN STREET TO SOUTHEAST**

**RURAL COMMUNITY:**

Greg noted the lease is $725.00 per month.

Skip made the motion to approve the lease for Southeast Rural community at $725.00 per month

for one year and seconded by Jimmy

Motion was unanimous

**COMMITTEE MEETINGS AND REPORTS:**

**CHARTER AND ORDINANCE COMMITTEE:**

John noted Cheryl will send the necessary requested information to General Code.

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**TOWN PARK COMMITTEE:**

Greg noted the Council held a Special meeting at the park on May 24, 2023. The Council

and Committee met with Brian Lewis from Cunningham Recreation. We met with Brian

to help guide us on the RFP for the playground equipment.

Greg noted the Town has allocated $140,000 of the ARPA funding for this project.

The playground equipment for the age group 2 to 5 and replace the 5 to 12 playground equipment.

Greg noted will be going with regular playground mulch.

Also will be installing new swings, adding an ADA Swing.

**FIRE HAZARD COMMITTEE: See report under New Business**

**MAINTENANCE BUILDING COMMITTEE:**

Greg noted waiting for the town engineers to give us the Deldot approval.

**HISTORICAL COMMITTEE:** NO REPORT

**ENVISION OF FRANKFORD**:

Bonnie noted there will be the first movie in the park on Friday June 16, 2023, and the movie is

Rock Dog 3.

Bonnie noted the Summer Kickoff Reading Program will start on June 16, 2023, at the park

from 4:00pm to 7:00pm

**CITIZENS PRIVILEGE:**

Mr Manzke noted he sent to Deldot a suggestion to extend Gum Road out to the highway.

Resident noted to the Chief of Police to keep an eye on the inside of the park for drug

activity.

**ADJOURN TO EXECUTIVE SESSION:**

Skip made the motion to adjourn to the Executive Session at 8:20pm and seconded by

John

Motion was unanimous

**RECONVENE FROM EXECUTIVE SESSION:**

Pam made the motion to reconvene from the Executive Session to regular session at 9:00pm with no voting and seconded by Jimmy.

Motion was unanimous

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**ADJOURN:**

**Pam made the motion to adjourn the regular session at 9:00pm and seconded by Jimmy**

**Motion was unanimous.**

**RESPECTFULLY**

**CHERYL A LYNCH**

**TOWN CLERK**