**TOWN COUNCIL MEETING**

**MINUTES**

**NOVEMBER 4, 2024**

**TOWN COUNCIL**: Greg Welch President

Pamela Davis Vice President (Absent)

John Wright Secretary/Treasurer

James Sample Councilman

Kyle Quillen Councilman

**TOWN EMPLOYEES:** Sheldon Hudson Town Manager

Kevin Smith Chief of Police (Absent)

Cheryl Lynch Town Clerk

Thomas Rozell Maintenance

**OTHERS:** Ron Hall Henry Mumford

Lucinda Spence Kerin Magill

Lauren Vrooman Charlie Steweswald

**MEETING CALLED TO ORDER:**

Greg called the meeting to order at 7:00pm

**APPROVAL OF AGENDA WITH OR WITHOUT AMENDMENTS:**

Greg noted would like to delete from the agenda Temporary mobile home placement

Tax Map Parcel 433-6.19-36.00.

John made the motion to approve the agenda with the deletion of the Temporary Mobile Home

Placement Tax Map Parcel 433-6.19-36.00 and seconded by Kyle

Motion was unanimous

**MINUTES:**

Kyle made the motion to approve the October 7, 2024, Town Council meeting and

Executive Session first and second minutes seconded by Jimmy

Motion was unanimous

**COUNCIL STAFF REPORTS:**

John noted the Account Balances:

General Fund $50,000.00

Ics Sweep Account: $888,252.75

Municipal Street Aid:$17,995.23

Transfer Tax Account:$236,224.84

WSFS Investment Account: $3,077,833.13

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John noted the Town opened a Money Market in the amount of $200,000.00 with WSFS.

John noted received a proposal from Zelenkofske and Axelrod and Axelrod the auditing firm. The

proposal is $19,750.00.

john made a motion to move forward with Zelenkofske and Axelrod for the annual audit firm

and seconded by Kyle

Motion was unanimous

**REQUESTS FOR PROPOSALS-TOWN HALL IMPROVEMENTS:**

Sheldon noted submitted all necessary paper for the bond monies. We were awarded

$65,000.00 for a new roof, windows and carpeting in Town Hall. This is under review waiting

to hear from the bond department.

Greg noted we would need to get started on the RFP process for the bond funds.

Sheldon noted we would start the RFP process started once we receive the funding.

**POLICE CHIEF:** SEE REPORT: Cheryl read the police report

**MAINTENANCE WORKER**: SEE REPORT

**TOWN CLERK**: SEE REPORT

**TOWN MANAGER**: SEE REPORT

**OLD BUSINESS:**

**ENTRANCE TO FUTURE PARK MAINTENANCE BUILDING PROPERTY:**

Greg noted the entrance to the second maintenance building is complete.

The contractor is scheduled to start by mid December.

**SIDEWALKS:**

Mr Mumford would like to thank the Council on the completion of the sidewalks in front of Antioch Church. We should put in for grants for more sidewalks and street repairs.

Sheldon noted posted the sidewalk project on facebook.

Mr Hall noted the company will be repairing the blacktop from the road to the sidewalk at Antioch Church.

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Greg noting will be meeting with GMB to review the survey on the sidewalks and how we

proceed with the sidewalk repairs.

**TOWN OWNED PROPERTIES- SUSSEX COUNTY TAX MAP AND PARCEL NUMBERS 433-6.15-4.00, 433-6.19-8.00 AND 433-11.07-4.00.**

Sheldon noted the previous realtor we had for the properties had to give up the contract do to personal reasons and we found a new realtor to assist the town in the sale of the properties.

**NEW BUSINESS:**

**OCTOBER 16, 2024, PLANNING AND ZONING COMMISSION MEETING SUMMARY:**

Greg noted we met to discuss Neighborhood business and permitted usages.

John noted working with General Code we found some issues on the permitted usages in Ordinance

29.

Sheldon noted need to revise the permitted use table.

**2025 TOWN ELECTION:**

Greg noted the Town Election is the first Saturday in February 2025. We have had someone

apply for candidacy.

Cheryl noted she sent a letter to Board of Elections to let them know we will be holding an election.

Cheryl noted in December we will submit the Notice of Solicitation to the newspaper for

voters registration and candidacy.

**TOWN BRANDING:**

Sheldon noted the town does not have a logo for the town for letters and business cards etc. I found a company to assist in creating a logo under $100.00. I will have the packet on the logo

at the next Council meeting.

**TOWN MANAGER PROFESSIONAL DUES**:

Sheldon noted ICMA annual dues for his membership. The amount is $520.00 per year.

Kyle made a motion to pay for the ICMA membership dues for Sheldon and seconded by

Jimmy.

Motion was unanimous

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**TEMPORARY MOBILE HOME PLACEMENT-SUSSEX COUNTY TAX MAP AND PARCEL NUMBER**

**433-6.19-36.00, (FAMLOOP INVESMTNET GROUP LLP)- DELETED FROM AGENDA**

**COMMITTEE REPORTS:**

**CHARTER AND ORDINANCE COMMITTEE:**

John noted had to cancel the meeting.

**TOWN PARK COMMITTEE:**

The Committee will meet once the RFP’s are prepared for the park grant.

**FIRE HAZARD COMMITTEE:** No Report

**ENVISION OF FRANKFORD**:

John noted had a great turnout for the Trunk or Treat. The Christmas tree lighting

will be November 30, 2024, at 6:00pm.

Cheryl noted the park is closed for the preparation of Christmas in the park.

**PUBLIC COMMENT:**

Resident noted any action on the dirt bikes in town.

Sheldon noted the chief has added extra hours on the weekend for officers to assist with the dirt bikes in town.

Sheldon noted there have been tickets given to the owners of the dirt bikes.

**RECESS TO EXECUTIVE SESSION:**

Kyle made the motion to adjourn to Executive Session at 7:34pm and seconded by John.

**RECONVENE FROM EXECUTIVE SESSION TO REGULAR SESSION:**

Kyle made the motion to reconvene from the Executive Session to the regular session

At 8:42pm and seconded by Jimmy

Motion was unanimous

No voting was necessary

**ADJOURN:**

John made a motion to adjourn the regular session at 8:42pm and seconded by Kyle

Motion was unanimous

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**RESPECTFULLY**

**CHERYL A LYNCH**

**TOWN CLERK**