**TOWN OF FRANKFORD**

**MINUTES**

**FEBRUARY 3, 2025**

**TOWN COUNCIL**: Greg Welch President

Pamela Davis Vice President

` John Wright Secretary/Treasurer

James Sample Councilman

Kyle Quillen Councilman

**TOWN EMPLOYEES:** Sheldon Hudson Town Manager

Cheryl Lynch Town Clerk

Tom Rozell Maintenance

Kevin Smith Chief of Police

**OTHERS:** Steven Manzke Henry Mumford

Priscilla Schoolfield Kerin Magill

Ed Ferencie Michelle Valentine

**MEETING CALLED TO ORDER:**

Greg called the meeting to order at 7:00pm

**ELECTION RESULTS:**

Greg noted the election results

Greg Welch 17

John Wright 27

Ed Ferencie 9

Greg noted we only had 28 residents that voted in the election

**SWEARING IN OF REELECTED COUNCIL MEMBERS**:

Cheryl swore in the Council members Greg Welch and John Wright

**REORGANIZATION OF COUNCIL:**

Greg noted needed nominations to reorganize Council:

**PRESIDENT:** Pam nominated Greg for President and was seconded by Kyle

Motion was unanimous

VICE PRESIDENT: Kyle nominated Pam for Vice President and was seconded by John

Motion was unanimous

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SECRETARY/TREASURER: Jimmy nominated John for Secretary/Treasurer and was

Seconded by Kyle

Motion was unanimous

Greg noted Jimmy Sample and Kyle Quillen will remain as Councilmen.

APPROVAL OF AGENDA WITH OR WITHOUT AMENDMENTS:

Pam made the motion to approve the agenda and was seconded by Kyle

Motion was unanimous

MINUTES:

REGULAR COUNCIL MEETING- JANUARY 21, 2025

EXECUTIVE SESSION MEETING- JANUARY 21, 2025

John made the motion to approve the regular Council meeting and the executive session

Minutes and was seconded by Kyle

Motion was unanimous

COUNCIL AND STAFF REPORTS:

John noted the account balances

General Fund: $50,000.00

ICS Sweep Account: $516,096.89

Municipal Street Aid: $11,749.22

Transfer Tax Account: $246,224.04

WSFS Investment: $3,110,297.45

WSFS Money Market: $201,315.00

POLICE CHIEF: SEE REPORT

MAINTENANCE WORKER: SEE REPORT

TOWN CLERK: SEE REPORT

TOWN MANAGER: SEE REPORT:

Sheldon noted the town is advertising for a new Town Clerk Trainee. We advertised the

Ad through Facebook and paid for a boost on the ad. We have had about 121 shares and we have

received a few applications.

Michelle noted could the Town Clerk be a part time position and work from 10:00AM to 2:OOpm

or 11:00am to 4:00pm.

Greg noted the Council decided to keep the town hall open all day.

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Michelle noted if you had a part time clerk then the town wouldn’t need to pay for benefits.

Sheldon noted he contacted Deldot, about Frankford Avenue. We received an email from

Deldot noted they do have a record that Frankford Avenue was plowed.

Sheldon noted on the town shirts do you want first and last name on the shirts?

Greg noted he wanted first and last name on the shirts and all of council agreed.

**OLD BUSINESS:**

**MAINTENANCE VEHICLE-POSSIBLE REPLACEMENT:**

Sheldon noted he, Tom and Kyle worked on the specs for the vehicle.

Sheldon contacted the State to see if we could participate in the state’s fleet services

and the town can’t participate due to the liability insurance.

Sheldon noted Deldot will be holding an auction for snow plows and they will let me know the date of the auction.

Sheldon was wondering if Deldot would have a presale we can go and look at the snowplows and also have a mechanic look at the snowplows.

Greg noted we have discussed to hire a company to do the snowplowing in town.

Sheldon noted he has contacted a company who could assist the town in snowplowing.

Sheldon noted the company hasn’t given the town a price for a snowplowing contract.

**SECTION 5 OF TOWN CHARTER (ELECTIONS):**

Greg noted the Council would like to make some improvements on the elections.

We didn’t have a great turn out for the election. There was a proposed charter change to the elections in the year 2012. One of the changes that was proposed was to change the

the election from February to March.

Ed noted in the regular election you can register to vote and vote in the election

at the same time.

Cheryl noted also we should change only to have four people for election day.

It takes three people to work the election and have an alternate incase one of the

other election people can’t attend.

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Greg noted another proposed Charter change for election was the absentee ballot.

Ed noted need to send a group mailing to the residents reminding them of the election.

Michelle noted we should do a community day such as dumster day, fix people’s houses or a meet and greet.

Greg noted for Michelle to put together a community day at the park

Kyle noted we should change the day and time of the election to a Friday all day

from 8:00AM to 7:00pm

**SIDEWALKS:**

**Transfer Tax Revenue set aside:**

Sheldon noted talking about setting aside a portion of the Transfer Tax for the sidewalks and create

a fund of sorts that would build over time for the sidewalk projects.

John noted Town of Dagsboro sets aside a portion of their Realty transfer tax to go towards their

sidewalks.

John noted if we did ten percent and keep the funds in a separate account.

Sheldon noted this process should start place the first of the next fiscal year.

Sheldon noted he would contact the state to make sure this transfer is allowable. The transfer

should be allowable because it is for a capital project.

Sheldon noted that john had suggested an interest-bearing account.

A**cessibility Resolution:**

**Greg read resolution 2025-0001 – A Resolution concerning the Planning Process For**

Town Wide Accessibility related sidewalk Improvements

Kyle made the motion to adopt Resolution 2025-0001 and seconded by John

Motion was unanimous

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**NEW MAINTENANCE BUILDING:**

Greg noted he talked to the builder and they will be pouring the cement next week.

They will be working on the garage doors this Saturday. They have had issues with

sicknesses in the crew.

**NEW BUSINESS: NONE**

**COMMITTEE REPORTS:**

**CHARTER AND ORDINANCE COMMITTEE:**

John noted the next meeting is Thursday February 6, 2025, at 7:00pm

Sheldon noted the discussion will be discussing the permitted use list and a cap on the

Conditional use. Currently the conditional use is open ended.

**TOWN PARK COMMITTEE: No Report**

**FIRE HAZARD COMMITTEE: No Report**

**ENVISION FRANKFORD:** Committee working on the Egg Scramble

**PUBLIC COMMENT: No Report**

**RECESS TO EXECUTIVE SESSION:** John made the motion to adjourn to the Executive Session

at 8:08pm and seconded by Kyle

Motion was unanimous

**RECONVENE FROM EXECUTIVE SESSION:**

Jimmy made the motion to reconvene from Executive Session to Regular Session at 9:00pm

and seconded by Kyle

Motion was unanimous

Kyle made the motion from Council to authorize Pam to be their Police liaison for the purpose discussed during executive session and seconded by Jimmy

Motion was unanimous

Sheldon noted he will contact the Town Attorney to discuss a letter to the landlords who are

severely Delinquent on their Rental License.

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**ADJOURN:**

John made the motion to adjourn the regular session at 9:00pm and seconded by

Jimmy

Motion was unanimous

**RESPECTFULLY**

**CHERYL A LYNCH**

**TOWN CLERK**