



TOWN OF
FRANKFORD
WHERE BEACH AND COUNTRY MEET

Town Of Frankford

Monthly Council Meeting Minutes

Date: March 3, 2026

Time: Commenced at 6:00 PM, Adjourned at 8:01 PM

TOWN COUNCIL:

Greg Welch	President
(vacant)	Vice President
John Wright	Secretary- Treasurer
Kyle Quillen	Councilman
(vacant)	Councilman

TOWN EMPLOYEES:

Sheldon Hudson	Town Manager
<i>Kevin Smith</i>	<i>Police Chief (absent)</i>
Heather Bernat	Town Clerk
Tom Rozell	Maintenance

OTHER:

See attached sign-in sheet

Call to Order

MEETING WAS CALLED TO ORDER:

Mr. Welch called the council meeting to order at 6:00 pm

PLEDGE OF ALLEGIANCE

Pledge of Allegiance recited.

SWEARING IN OF COUNCIL

Sheldon Hudson swore in Ed Ferencie and Brittney Outten as the Council's new council members

REORGANIZATION OF COUNCIL

Mr. Quillen nominated Mr. Welch for president

Mr. Wright seconded.

Motion carried 5-0

Mr. Welch nominated Mr. Quillen for Vice President

Mr. Ferencie seconded.

Motion carried 5-0

Mr. Welch nominated Mr. Wright for Secretary-Treasurer

Mr. Quillen seconded.

Motion carried 2-0

APPROVAL OF AGENDA WITH OR WITHOUT AMENDMENTS:

Mr. Quillen made the motion to approve the agenda with no amendments

Mr. Wright seconded.

Motion carried 5-0

MINUTES:

Regular Council Meeting- February 3, 2026-regular session

Regular Council Meeting- February 3, 2026- Executive Session

Mr. Wright made the motion to approve all Minutes without changes

Mr. Quillen seconded.

Motion carried 5-0

COUNCIL AND STAFF REPORTS:

Council Secretary/Treasurer

Mr. Wright Read the Account Balances

Treasurer reported account balances as of March 2, 2026:

- General Fund: \$50,000
- ICS Sweep Accounts: \$223,859.61
- Municipal Street Aid: \$7,693.86
- Transfer Tax Account: \$391,971.15
- WSFS Investment Accounts: \$209,927.11
- Orion investment account: \$3,200,086.73
- Budget workshop scheduled: April 15, 6:00 PM at Town Hall.

Department Reports

Police Chief: SEE REPORT

Maintenance: SEE REPORT

Town Clerk: SEE REPORT

Town Manager:

1. Thank you expressed to maintenance staff (Tom Rozell) for storm response; he worked through the night, and his post on Facebook got 158 likes
2. noted \$15,000 donation from The Farm for a new town sign
3. Sheldon, Heather, and Amy Mendelson from AECOM attended a meeting with Lennar for an update on Vines Creek Crossing permitting
4. Meet with a representative from Mediacom
5. upcoming town hall roof bid opening (rescheduled to March 26).
6. Council photos at the next Council meeting, assuming the new members have their shirts.

Old Business:

Park Improvements

- Comparison of two bids (Bliss vs. Cunningham) reviewed.
- Council discussion noted Cunningham bid included modular unit and geo-textile underlayment; Bliss bid provided non-modular equipment.
- Motion to accept Cunningham bid approved. Council requested a revised quote reflecting equipment for younger children (ages 2–5) and confirmation of timeline and work hours (preferred work hours discussed: 7:00 AM–7:00 PM).

Mr. Quillen made the motion to approve the awarding of the park contract to Cunningham.

Mrs. Outten seconded.

Motion carried 5-0

Town Weed Control

- Three quotes received: BrightView, Ebenezer, Green World.
- Discussion on mechanical removal vs. chemical spraying and on BrightView's per-visit pricing assumptions.
- Motion to contract with Ebenezer for the season at \$6,650 (mechanical only) approved

Mr. Wright made the motion to approve the awarding of the weed contract to Ebenezer.

Mr. Quillen seconded.

Motion carried 5-0

Appointments & Committees

- Planning & Zoning Commission: Two vacancies filled — Deanna Grasso (19 Delaware Ave.) and Mark King (30 Frankford Ave.) — motion approved.
- Fire Hazard Committee: Brittany Outten was nominated and approved as committee chair; additional committee membership to be compiled.
- Clerk to compile and circulate current committee membership lists and coordinate with Cheryl for missing information.

Mr. Wright made the motion to approve the appointments.

Mrs. Outten seconded.

Motion carried 5-0

Town Code §80-10

- Ordinance 2026-0004 (Amend Town Code subsection §80-10: Town Products & Services — establishes fee schedule and FOIA procedures) read in full.
- Key provisions: fee schedule revised; FOIA first hour free, \$25/hour after first hour billed in 15-minute increments; photocopying, park rental, lawn maintenance, and other fees defined; directive to enforce fees going forward.
- Motion to adopt Ordinance 2026-0004 approved.

Mr. Wright made the motion to approve the ordinance and have Mr. Hudson enforce it.

Mrs. Outten seconded.

Motion carried 5-0

Old Town Hall / Winter Storm Procedures

- Discussion of required improvements (flooring/subfloor/under-structure) and budget considerations; potential grant complications (prevailing wage). Item to be considered in the upcoming budget process.

NEW BUSINESS:

(None)

COMMISSION/COMMITTEE REPORTS:

CHARTER AND CODE COMMITTEE:

none

ENVISION FRANKFORD:

Egg Scramble April 4, 2026, 12-2 pm

FIRE HAZARD COMMITTEE:

none

TOWN PARK COMMITTEE:

none

PUBLIC COMMENT:

- Comments were made regarding speeding and loud vehicles

Planning & Zoning Commission

- Next P&Z meeting rescheduled to March 24, 6:00 PM.

- Agenda items: review table of permitted uses (§105-76), neighborhood business zoning language, support for Frankford Community Transportation Plan (DelDOT coordination), and town boundary rationalization issues (properties partially inside/outside town limits).

RECESS TO THE EXECUTIVE SESSION:

Mr. Quillen made a motion to move into an executive session at 7:07 pm

Mr. Wright seconded.

Motion carried 5-0

RECONVENED FROM EXECUTIVE SESSION:

Mr. Quillen made the motion to move out of the executive session and back into regular session at 8:00 PM

Mrs. Outten seconded.

Motion carried 5-0

ADJOURN:

The meeting was adjourned at 8:01 pm

Mr. Wright made the motion to adjourn at 8:01 pm

Mr. Quillen seconded.

Motion carried 5-0

**RESPECTFULLY
HEATHER BERNAT
TOWN CLERK**