

Town Of Frankford
Monthly Council Meeting Minutes

Date: August 4, 2025

Time: Commenced at 6:01 PM, Adjourned at 8:06 PM

TOWN COUNCIL:

Greg Welch	President
Pam Davis	Vice President
John Wright	Secretary- Treasurer
James Sample	Councilman
Kyle Quillen	Councilman

TOWN EMPLOYEES:

Sheldon Hudson	Town Manager
Kevin Smith	Chief of Police
Heather Bernat	Town Clerk
Tom Rozell	Maintenance

OTHER:

See the Attendance sheet

Call to Order

MEETING WAS CALLED TO ORDER:

Greg called the council meeting to order at 6:01 pm

Pledge of allegiance

APPROVAL OF AGENDA WITH OR WITHOUT AMENDMENTS:

John made a motion to approve the agenda with no amendments

Seconded by Kyle

The motion was unanimous

MINUTES:

Regular Council Meeting- July 7, 2025-regular session

Regular Council Meeting- July 7, 2025- Executive Session

John made a motion to approve all the minutes.

Seconded by Kyle

The motion was unanimous

COUNCIL AND STAFF REPORTS:

Council Secretary/Treasurer

John read the Account Balances

Treasurer reported account balances as of April 30, 2025:

- General Fund: \$50,000
- ICS Sweep Accounts: \$373,223.78
- Transfer Tax Account: \$186,541.81
- Municipal Street Aid: \$2,327.65
- WSFS Investment Accounts: \$3,182,796.83
- WSFS Money Market: \$205,953.46

Department Reports

Police Chief: SEE REPORT

Maintenance: SEE REPORT

Town Clerk: SEE REPORT

Town Manager:

1. Welcomed new business "The Farm," which donated \$500 to the town
2. Reported submission of the Comprehensive Plan annual report to the state
3. Updated on new street signs with town logo (15 signs installed for \$500)
4. Noted progress on welcome sign design for Gum and Pepper Roads
5. Addressed public bathroom vandalism concerns
6. Tom is in the process of repairing paneling
7. Spoke to the electrician about repairing utility poles
8. Steps for the new maintenance vehicle

Old Business:

Maintenance Building Project

The new maintenance building is complete, with a certificate of occupancy received. Total project cost was \$240,000. Garage door openers are still needed.

Park Improvement Project RFP

The Council reviewed the Request for Proposals for the replacement of playground equipment. The project includes replacement of younger children's playground equipment, swing set improvements, ADA compliance additions, and rubber mulch installation. The project is 50% funded by a state grant. Council requested more specific details before publication.

Sale of Town-Owned Property

Council moved to table the discussion of selling surplus town properties for one year. Motion seconded and carried.

Codification Public Hearing

Scheduled public hearing for codification of town ordinances for the September council meeting.

Vehicle Sale

Council moved to accept the highest bid of \$1,800 for the 2001 Dodge Ram pickup truck.
Motion seconded and carried unanimously.

John made a motion to approve.

Seconded by Kyle

The motion was unanimous.

NEW BUSINESS:

Meeting Schedule Change

Councilman moved to change monthly council meetings from the first Monday to the first Tuesday at 6:00 PM beginning in September.

Pam made a motion to approve.

Second by Kyle

The motion was unanimous

Development Plan - 14 Frankford Avenue

The Council moved to approve the Gladden development plan for 14 Frankford Avenue, conditional upon the structure adhering to the design presented.

Approved as submitted,

John made a motion to approve.

Second by Kyle

The motion was unanimous.

Proposed Delaware Department of Transportation crossover modification & lighting improvements on Dupont Boulevard (US-113) were presented by Adam Weiser, who presented DelDOT's recommendations for crossover modifications and lighting improvements along Route 113 through Frankfort. Key points:

- DelDOT has seen 58 fatalities year-to-date in Delaware, down 27% from 2024
- The traffic signal at 113 and Daisy Street (installed April 2023) successfully reduced severe angle crashes
- Recommendations include lighting Daisy improvements at multiple intersections and restricting specific crossover movements
- Estimated \$200,000 in improvements with projected \$19 million in crash reduction benefits
- Council expressed concerns about increased traffic pressure on the Daisey Street intersection

Tax Assessment Issues

Due to significant problems with new county property assessments that undervalue commercial properties, John moved to use 2024 tax assessments for the 2025-2026 tax year. Motion seconded and carried.

Vote to use last year's tax.

Second by Jimmy

The motion was unanimous.

COMMITTEE REPORTS:

CHARTER AND ORDINANCE COMMITTEE:

TOWN PARK COMMITTEE:

Working on the Request for Proposal this month

ENVISION FRANKFORD

Next meeting is August 7 at 7 pm.

PUBLIC COMMENT:

Darryl Mike introduced himself and expressed interest in participating in town matters.

UPCOMING MEETINGS:

P & Z meeting August 7 at 6 pm

The next regular council meeting will be held on Tuesday, September 2, 2025, at 6:00 PM.

RECESS TO THE EXECUTIVE SESSION:

Kyle made the motion to move into an executive session at 7:49 pm

Jimmy seconded

The motion was unanimous

MOTIONS AND DECISIONS:

Motion 1: Authorize the police department to offer a full-time position. Discussed in executive session

Motion 2: Authorize a Temporary Pay Arrangement. Discussed in executive session

Motion 3: Authorize a consulting arrangement for the police. Discussed in executive session

RECONVENED FROM EXECUTIVE SESSION:

Kyle made a motion to move out of the executive session and back into regular session at 8:03 pm

Pam seconded

The motion was unanimous

ADJOURN:

The meeting WAS adjourned at 8:06 pm

**RESPECTFULLY
HEATHER BERNAT
TOWN CLERK TRAINEE**

