

Town of Odessa
MINUTES FROM THE REGULAR TOWN COUNCIL MEETING
MONDAY, APRIL 7, 2008 - 7:00 PM
OLD ACADEMY BUILDING

Those present at 7:00 PM:

Mayor Kathy Harvey
Council Member Karlyn Grant
Council Member Betts Jackson

Treasurer James Grant
Secretary Jessica Norton

13 community members

- I. Call to Order and Pledge of Allegiance- The meeting was called to order at 7:08 PM.
- II. Roll Call- Jeff Glueck asked to be excused as he is out of town on business. John Freeman is absent because his son is in the hospital.

**MOTION BY KARLYN GRANT, SECONDED BY BETTS JACKSON:
TO EXCUSE JEFF GLUECK AND JOHN FREEMAN.**

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

- III. Delaware State Police Report- Capt. Paige read the report, attached hereto as Attachment B. 74 traffic citations were issued. Late night truck traffic is in officers' directed patrol.
- IV. Approval of Minutes- Regular Meeting 3/3/08

**MOTION BY KARLYN GRANT, SECONDED BY BETTS JACKSON:
THAT THE MINUTES FROM THE REGULAR MEETING OF
MAYOR AND COUNCIL ON MARCH 3, 2008 BE ACCEPTED.**

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

- V. Correspondence
 - A. Quote for computer work
 - B. Cliff Hearn's opinion on Historic Design Guidelines
 - C. Response from DelDOT in response to complaints about Mechanic Street barrier and 299 light timing
 - D. Quote from Paychex
 - E. Proposed resolution from Dave Carter

- VI. Treasurer's Report- Treasurer James Grant read the Balance Sheet Detail, Profit and Loss Budget Performance, and Interest Report, attached hereto as Attachments H, I and J respectively.

**MOTION BY BETTS JACKSON, SECONDED BY KARLYN GRANT:
TO ACCEPT THE TREASURER'S REPORT.**

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

A computer technician looked at office computers and removed unnecessary programs/files to get them running more efficiently. He recommended purchasing a hard drive for the treasurer's computer to help with the tax program.

**MOTION BY BETTS JACKSON, SECONDED BY KARLYN GRANT:
TO PURCHASE A 2 GB HARD DRIVE FOR \$101.98**

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

The Mayor and Treasurer discussed ways to transfer current information into an upgraded Quickbooks tax program. The computer technician suggested consulting the auditor.

- VII. Commission Reports
- A. Planning- proposed amendments to the Zoning Ordinance have been sent to Council
 - B. Historic- Architectural Guidelines are before Council. They are working on streamlining the Historic Review application process and paint palette.
 - C. Trees- awaiting grant application
- VIII. Old Business
- A. Historic Commission Appointment- awaiting amendments to the Zoning Ordinance. All commission appointments will be on the agenda for May.
 - B. Atlantic Broadband Franchise Agreement- awaiting response from Atlantic Broadband
 - C. Second Reading Ordinance 2008-2: Architectural Design Guidelines. No comments from public. Karlyn Grant stated that numbers 1 and 2 on page 11 should be stricken. Mayor Harvey referred to Cliff Hearn's opinion that any appeal should go before the Board of Adjustment, agreeing with Grant that numbers 1 and 2 would be in conflict with that opinion.

**MOTION BY KATHY HARVEY, SECONDED BY BETTS
JACKSON: TO ADOPT THE ARCHITECTURAL GUIDELINES,
STRIKING NUMBERS 1 AND 2 ON PAGE 11.**

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

VOICE VOTE: KARLYN GRANT, KATHY HARVEY, BETTS JACKSON ALL AYE. NONE OPPOSED.

D. Resolution 2008-2; A resolution to amend the schedule of fees-

MOTION BY BETTS JACKSON, SECONDED BY KARLYN GRANT: TO APPROVE THE SCHEDULE OF FEES.

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

E. Second Reading Ordinance 2008-1; An ordinance to amend Ordinance 97-1, the Zoning Ordinance of the Town of Odessa with the following key points:

- i. To rezone west side properties per Comprehensive Plan
- ii. To revise residential and commercial district uses, parking standards
- iii. To revise Historic Commission duties and powers to include review of all new construction and review of business uses for historic appropriateness
- iv. To allow for a Planned Commercial Development District

Jerry Unruh spoke regarding property taxes, stating that rezoning from residential to commercial would raise taxes. Mayor Harvey read two lists of recommended amendments, attached hereto as Attachments K and L, some of which came from the public hearing.

MOTION TO ADOPT ORDINANCE 2008-1.

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

VOICE VOTE: KARLYN GRANT, KATHY HARVEY, BETTS JACKSON ALL AYE. NONE OPPOSED.

Mayor Harvey commended all the hard work on behalf of residents, commissions, and council. She is proud of the work that has been accomplished. Betts Jackson publicly thanked the Planning and Historic Commissions.

F. Trash Contract- tabled for new Council

IX. New Business

A. Amend Budget for Payroll Service

MOTION BY KARLYN GRANT, SECONDED BY BETTS JACKSON: TO AMEND THE BUDGET FOR THE PAYROLL SERVICE AT A COST OF \$55.83 PER MONTH FOR THREE MONTHS (UNTIL NEW BUDGET CYCLE).

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

- B. Dave Carter (DEFOG), Resolution in Support of SB 4- Dave Cater asked Council to sign a resolution in support of SB 4 in favor of open government. To date, eleven towns and numerous other organizations have offered their support.

MOTION BY BETTS JACKSON, SECONDED BY KARLYN GRANT: TO ACCEPT RESOLUTION 2008-3, A RESOLUTION IN SUPPORT OF ADOPTION OF SB-4 IN THE DELAWARE GENERAL ASSEMBLY.

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

Action: Jessica will stamp the resolution and return it to Dave Carter.

- C. “No Outlet” sign for Cantwell Ave.- Mr. Shannon and Mr. Dombroski, residents of Cantwell Avenue, explained to Council that cars frequently turn around in their yards when they reach the dead end. They asked if Council could post a “No Outlet” or “Local Traffic Only” sign.

MOTION BY BETTS JACKSON, SECONDED BY KARLYN GRANT: TO PURCHASE A “NO OUTLET” SIGN FOR CANTWELL AVENUE. COUNCIL WILL DISCUSS LOCATION AT MAY’S MEETING.

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

Action: Kathy Harvey will go look at the area to determine an appropriate position for the sign. Jessica Norton will get a quote from DelDOT.

- D. Park request for pony ride

MOTION BY KARLYN GRANT, SECONDED BY BETTS JACKSON: TO APPROVE MRS. GREEN’S PARK REQUEST WITH A PONY RIDE.

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

- X. Next Meeting’s Date and Time: Monday, May 5, 2008

- XI. Adjournment

The election was cancelled. Jeff Glueck and Bob Grove both filed for two-year seats and will be sworn in in May.

MOTION BY KARLYN GRANT, SECONDED BY BETTS JACKSON: THAT THE MEETING BE ADJOURNED.

MOTION CARRIED. VOTE: 3 AYE, 0 NAY

The meeting adjourned at 8:49 PM.

Minutes Approved: _____