

Town of Odessa
MINUTES FROM THE REGULAR TOWN COUNCIL MEETING
MONDAY, JUNE 2, 2008 - 7:00 PM
OLD ACADEMY BUILDING

Those present at 7:00 PM:

Mayor Kathy Harvey
Council Member John Freeman
Council Member Jeff Glueck
Council Member Bob Grove
Council Member Betts Jackson

Treasurer James Grant
Secretary Jessica Norton

5 community members

I. Call to Order and Pledge of Allegiance- The meeting was called to order at 7:07 PM.

II. Roll Call

III. Delaware State Police Report- Lt. Mark Daniels read the report, attached hereto as Attachment B. There were 50 special duty traffic citations.

Action: Jessica Norton will post the curfew.

IV. Approval of Minutes- Regular Meeting 5/5/08

MOTION BY BOB GROVE, SECONDED BY JEFF GLUECK: THAT THE MINUTES FROM THE REGULAR MEETING OF MAYOR AND COUNCIL ON MAY 5, 2008 BE ACCEPTED WITH THE SPELLING CORRECTION TO “ROWLAND AND JOHNSON” ON PAGE 2.

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

V. Correspondence

- A. Karen Peterson, State Senate- in response to Resolution 2008-3 in support of Senate Bill 4.
- B. All others to be addressed under new and old business

VI. Treasurer's Report- Treasurer James Grant read the Balance Sheet Detail and Profit and Loss Budget Performance, attached hereto as Attachments D and E respectively. Council would like to see a simplified report that compares actual to budgeted expenses. Mayor Harvey pointed out that the Paychex expense exceeded the budgeted amount. Council re-examined the estimate

from Paychex and determined that the budget may have to be amended at the next meeting.

MOTION BY BETTS JACKSON, SECONDED BY JEFF GLUECK: TO ACCEPT THE TREASURER’S REPORT.

Action: Jim Grant will call Paychex to verify the billed amount.

Bob Grove did not support approving May’s report without rectifying and accepting April’s. Treasurer Grant explained the \$8000 amount as the total of transactions and the \$315 amount as an old “account receivable” which should be removed. After looking at a reproduction of April’s report, Bob Grove suggested that Council consider all financial reports a month later; April’s report in June, May’s in July, the June year-end report in August, etc.

MOTION WITHDRAWN. SECOND WITHDRAWN.

MOTION BY BOB GROVE, SECONDED BY JOHN FREEMAN: TO TABLE CURRENT REPORTS UNTIL JULY, AT WHICH TIME COUNCIL WILL REVIEW ALL REPORTS UP UNTIL MAY 31, 2008.

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

Mayor Harvey reported that she, the treasurer, and three council members had, at the auditor’s suggestion, met with Rowland and Johnson accountant Debbie Horne. She proposed that the Town retain Ms. Horne’s service, at first to communicate with the auditor and do an initial assessment, staying within the Town’s budget and later determining the scope of service.

MOTION BY BOB GROVE, SECONDED BY BETTS JACKSON: TO RETAIN THE ACCOUNTANT’S SERVICES TO COMMUNICATE WITH THE AUDITOR AND DO AN INITIAL NEEDS ASSESSMENT.

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

Action: Mayor Harvey will call Ms. Horne.

- VII. Commission Reports
 - A. Planning- vacant buildings and regulating rental properties
 - B. Historic- made recommendations to Council
 - C. Trees- working on grant
- VIII. Old Business
 - A. Atlantic Broadband Franchise Agreement – Town Solicitor Cliff Hearn raised questions regarding the proposed agreement, including paying 90 days out instead of 40 and clarifying the conditions of making services available to the Town.

- B. Trash Contract- Mayor Harvey signed the contract.
- C. Appointments
 - i. Historic Commission – none at this time
 - ii. Board of Adjustment- none at this time
- D. Ordinance 2008-03; An Ordinance to Amend Ordinance 2008-2; An Ordinance to adopt the Architectural Guidelines; page 11, #2 to delete “or upon review and approval of the Historic Commission”

**MOTION BY JOHN FREEMAN, SECONDED BY BOB GROVE:
TO APPROVE ORDINANCE 2008-3.**

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

IX. New Business

- A. New Castle County Cooperation Agreement Renewal

**MOTION BY BETTS JACKSON, SECONDED BY JEFF GLUECK:
TO ALLOW THE CONTRACT TO RENEW AUTOMATICALLY.**

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

- B. Ordinance 2008-04; An Ordinance to Amend Ordinance 2006-06; An Ordinance to Adopt the Historic Design Guidelines; to comply with the revised Zoning Ordinance- The Historic Design Guidelines no longer comply with the revised Zoning Ordinance. Bob Grove summarized the changes, shown in color on the attachment. Jeff Glueck challenged the 14 day deadline for submissions, arguing that Town Office hours do not accommodate. Council members Jackson and Grove discussed ways to spread submission information to residents. The main proposed changes are the document name, the deadline for application submission, and providing samples. This constitutes the first reading of Resolution 2008-04.

- C. Resolution 2008-7; A Resolution to Adopt the Building Inspection Fees

**MOTION BY BETTS JACKSON, SECONDED BY BOB GROVE:
TO ACCEPT RESOLUTION 2008-7.**

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

- D. Ordinance 2008-05; An Ordinance to Establish Impact Fees- Betts Jackson asked what “Historic Preservation” fees would be used for. Harvey replied that the intent would be to provide education and grant opportunities to owners of historic properties. Jackson would like to find out what other towns’ impact fees for Historic Preservation are.

X. Next Meeting's Date and Time: July 7, 7:00 PM

XI. Adjournment-

Transcript reporter Shauna McVey reminded Council and residents of the Spring Oaks meeting tomorrow night.

Mayor Harvey stated that at the July meeting, Council should be prepared to entertain consultant proposals for a Town Engineer.

She also acknowledged that the Town received an application for annexation from Odessa Ventures. Bob Grove publicly acknowledged his association with Odessa Ventures, stating that he will recuse himself from votes and many discussions. Kathy Harvey asked if he would be willing to disclose what he has been paid and what work he has done.

**MOTION BY KATHY HARVEY, SECONDED BY JEFF GLUECK:
THAT THE MEETING BE ADJOURNED.**

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

The meeting adjourned at 9:18 PM.

Minutes Approved: _____