

# *Town of Odessa*

## **MINUTES FROM THE REGULAR TOWN MEETING OF MAYOR AND COUNCIL MONDAY, APRIL 4, 2011 - 7:00 PM OLD ACADEMY BUILDING**

Those present at 7:00 am

Mayor Kathy Harvey  
Council Member Bob Grove  
Council Member Lindsay Rice  
Council Member John Freeman

Secretary: Barbara Roberts

2 community members, Remington, Vernick & Beach

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- I. Pledge of Allegiance & meeting called to order at 7:00 p.m.
- II. Election Certification, attached hereto as attachment A.
- III. Oath of Office
  - a. Mayor Harvey gave the oath of office to Councilwoman Betts Jackson and Councilman Lindsay Rice. Betts Jackson gave the oath of office to Mayor Kathy Harvey
- IV. Roll Call
- V. Delaware State Police Report –*No Report*
  - a. Mayor Harvey met with State Police concerning radar and a rate increase
- VI. Approval of Minutes
  - a. Regular Meeting of Mayor & Council for 3/7/11

**MOTION BY BETTS JACKSON, SECONDED BY JOHN FREEMAN TO APPROVE THE MINUTES FROM THE MARCH 7, 2011 MEETING OF MAYOR & COUNCIL**

**MOTION CARRIED. VOTE: 5 AYES, 0 NAYS**

- VII. Correspondence: Will be covered in new business.
- VIII. Treasurers Report: (Balance Sheet & Profit and Loss
  - b. Balance Sheet 3/31/2011, attached hereto as attachment B
  - c. Profit & Loss, attached hereto as attachment C.

**MOTION BY BOB GROVE, SECONDED BY BETTS JACKSON TO APPROVE THE TREASURERS REPORT FOR MARCH 31, 2011.**

**MOTION CARRIED. VOTE: 5 AYES, 0 NAYS**

**MOTION BY BOB GROVE, SECONDED BY BETTS JACKSON TO APPROVE  
ESTABLISHING ADDITIONAL ACCOUNTS WITHIN ING DIRECT FOR  
IMPACT FEES.**

**MOTION CARRIED. VOTE 5 AYES, 0 NAYS**

- IX. Commission Reports
- d. Historic- Meeting dates 3/10/11 & 3/29/11
    - Historic Commission recommended changing the architectural design guidelines for housing designs in specific areas.
  - e. Planning- Meeting dates 3/17/11
    - Planning Commission discussed updates to the Comprehensive Plan.
    - No funding is available for any substantial changes from the State; some assistance may be available from the University of DE.
  - f. Trees – Meeting dates 3/15/11
- X. Old Business
- a. Resolution 2011-1: Amend Inspection Fee Schedule – Mayor Harvey asked that this resolution be removed from the agenda, stating that the Town fees are attached to the building inspection contract. Separate Town building fees will be reviewed at a later date.
- XI. New Business
- a. Budget Workshop: Set date to May 2, 2011 at 6:00 pm, 1 hour prior to regular Council meeting.
  - b. EECBG Grant – Bid Update: Owen Hyne , from Remington Vernick & Beach reviewed the status of the HVAC & interior storm window bids. Attached hereto as attachment D, E, F. After a lengthy discussion among Council members the decision was as follows.

**A MOTION BY BOB GROVE, SECONDED BY LINDSAY RICE TO APPROVE  
THE BID FOR THE HVAC SYSTEM AND TABLE THE WINDOW PROJECT  
UNTIL FURTHER REVIEW.**

**MOTION CARRIED. VOTE 5 AYES, 0 NAYS**

*Action: Councilman Grove will review the scope of work and bids for the window project and meet with Owen and discuss at the May Council meeting.*

- c. Permit 2009-19D: HOF (Brick Hotel Patio) This is an extension of the original scope of work submitted previously. Council had several questions concerning the outdoor bar depicted on the submitted drawings and questioned whether adjacent neighbors and the Odessa community had been contacted by HOF. Attached hereto as attachment G & H.

**MOTION BY BOB GROVE, SECONDED BY LINDSAY RICE TO TABLE A VOTE ON PERMIT #2009-19D, BRICK HOTEL PATIO, UNTIL THE MAY MEETING OF MAYOR AND COUNCIL.**

**MOTION CARRIED. VOTE: 5 AYES, 0 NAYS**

d. Amend Budget:

- Tree Branch Removal: Tree branch removal will be scheduled for either April 18<sup>th</sup> or 19<sup>th</sup>. Date will be posted.
- Port-A-Potty (Memorial Park): Additional usage of the park requires additional days be added to the contract.

**MOTION BY JOHN FREEMAN, SECONDED BY BOB GROVE TO AMEND THE BUDGET TO EXTEND THE CONTRACT FOR MISS HONEY DIPPER TO SERVICE THE PORT-A-POTTY FOR AN ADDITIONAL THREE MONTHS AND THE TOWN WIDE TREE & BRANCH REMOVAL.**

**MOTION CARRIED. VOTE: 5 AYES, 0 NAYS**

- Osbourne Street clean-up: Contact was made with Massey Landscaping to remove discarded debris from Osbourne Street and provide an estimate on repairing and replacing missing street signs.

*Action: Notice will be posted for yard waste disposal sites.*

XII. Next Meeting Date and Time: Next scheduled meeting date of Mayor & Council will be on Monday, May 2, 2011 at 7:00 pm.

XIII. Adjournment:

- a. Mayor Harvey and Councilwoman Jackson attended the League of Local Government meeting and encouraged other Council members to attend.
- b. Garbage contact is being reviewed, other options are being considered.

**MOTION BY BOB GROVE, SECONDED BY BETTS JACKSON TO ADJOURN THE MEETING AT 8:40 PM.**

**MOTION CARRIED. 5 AYES, 0 NAYS**

Minutes Submitted: 3-10-11  
Date

Barbara Roberts  
Secretary

Approved: \_\_\_\_\_  
Date