

# *Town of Odessa*

**MINUTES FROM THE REGULAR TOWN MEETING OF MAYOR AND COUNCIL  
MONDAY, JULY 11, 2011 - 7:00 PM  
OLD ACADEMY BUILDING  
315 MAIN STREET  
ODESSA, DE 19730**

Those present at 7:00 am

Mayor Kathy Harvey  
Council Member Bob Grove  
Council Member Lindsay Rice  
Council Member Betts Jackson

Secretary: Barbara Roberts

1 community member

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I. Pledge of Allegiance & meeting called to order at 7:04 p.m.

II. Roll Call

**MOTION BY BETTS JACKSON, SECONDED BY BOB GROVE TO EXCUSE JOHN FREEMAN FROM THE 7/11/11 REGULAR MEETING OF MAYOR & COUNCIL.**

**MOTION CARRIED. 4 AYES, 0 NAYS**

III. Delaware State Police Report –*No Report*

IV. Approval of Minutes  
a. Regular Meeting of Mayor & Council for 6/6/11

**MOTION BY BETTS JACKSON, SECONDED BY BOB GROVE TO APPROVE THE MINUTES FROM THE JUNE 6, 2011 MEETING OF MAYOR & COUNCIL**

**MOTION CARRIED. VOTE: 4 AYES, 0 NAYS**

V. Correspondence: *None.*

VI. Treasurers Report: (Balance Sheet & Profit and Loss)  
a. Balance Sheet 4/30/2011, attached hereto as attachment A  
b. Profit & Loss, attached hereto as attachment B.

**MOTION BY BOB GROVE, SECONDED BY LINDSAY RICE TO APPROVE THE TREASURERS REPORT FOR JUNE 30, 2011.**

**MOTION CARRIED. VOTE: 4 AYES, 0 NAYS**

- VII. Commission Reports
  - a. Historic- No June Meeting
  - b. Planning- No June Meeting
  - c. Trees – Meeting dates 6/21/11
  
- VIII. Old Business
  - a. Amend 2011-12 Budget: No amendment necessary
  
- IX. New Business
  - a. First Reading: Ordinance 2011-01, Amend Architectural Guidelines (In-fill/new construction in established neighborhoods. Directive from the Historic Commission. To Amend Ordinance 2008-2, as amended by 2008-3 to adopt the Architectural Design Guidelines, adding #18 to page 12. Attached hereto as attachment C.
  
  - b. First Reading: Ordinance 20011.02, Amend Ordinance 97-1, Zoning Ordinance, Composition of the Historic Commission. Requires a Public Hearing, set for 6:45 pm August 1, 2011 Attached hereto as attachment D.
  
  - c. Overhanging trees on Fourth and Osbourne Streets:

**MOTION BY BOB GROVE, SECONDED BY LINDSAY RICE, AUTHORIZING MAYOR HARVEY TO CONTACT BRADLEY TREE SERVICE TO TRIM LOW HANGING TREE BRANCHES ON FOURTH AND OSBOURNE STREETS.**

**MOTION CARRIED. VOTE: 4 AYES, 0 NAYS**

- d. Old Academy Repairs:
  - o HVAC is almost complete.
  - o Brick crossway on Fourth Street side of building needs to be added.
  - o Contractor recommended a gutter be added to the back of the building to stop excessive rain and/or snow from falling into heating/air condition units.

**MOTION BY BETTS JACKSON, SECONDED BY BOB GROVE, AUTHORIZING MAYOR HARVEY TO OBTAIN PRICES FOR ADDING A BRICK CROSSWAY AND GUTTERS TO THE BACK OF BUILDING.**

**MOTION CARRIED. VOTE: 4 AYES, 0 NAYS**

X. Next Meeting Date and Time: Next scheduled meeting, Public Hearing – 6:45 pm August 1, 2011 & 7:00 pm August 1, 2011 Mayor & Council

- XI. Adjournment:
  - a. Council members were made aware of the Town’s new web-site, ([odessa.delaware.gov](http://odessa.delaware.gov)). Maintenance work still needs to be completed, but most forms are accessible.
  - b. Mayor Harvey showed the new “Welcome Brochure” designed by the Historic Commission, which can be mailed to new residents.

