

**TOWN OF ODESSA**

**MINUTES FOR REGULAR TOWN MEETING OF MAYOR & COUNCIL**

**DECEMBER 7, 2020 MONDAY – 7:00 PM**

**IN ACCORDANCE WITH GOVERNOR CARNEY'S PROCLAMATION THE TOWN OF ODESSA IS HOLDING THIS MEETING AS A VIRTUAL & PHONE CONFERENCE**

**The link to join the meeting via computer or smart device is:**

**<https://udel.zoom.us/j/85110621996>**

**MEETING ID: 85110621996**

**PASSCODE: 559334**

**by phone: 1-301-715-8592 or**

**1-312-626-6799**

Those present at 7:13 PM

Mayor: Harvey C. Smith, Jr.

Councilmember: John Freeman

Councilmember: Betts Jackson

Councilmember: Ed Pollard

Treasurer: Lionel Hynson

Secretary: Barbara Roberts

Guests or Community Members: Lt. A. Lloyd and Dave Carter

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- I. Call to Order & Pledge of Allegiance, meeting called to order at 7:13 pm
  - II. Roll Call
  - III. Appointments & Oath of Office, attached hereto as attachment A (*1 page email*)
    - a. A request from Lionel Hynson was received by Council asking to fill an open position on Town Council.
      - Mr. Hynson will also continue as acting Treasurer until a new Treasurer can be elected in April

**MOTION BY JOHN FREEMAN, SECONDED BY BETTS JACKSON TO APPOINT LIONEL HYNSON FOR THE REMAINDER OF A 2 YEAR TERM ON TOWN COUNCIL**

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

- b. Mayor Smith gave Lionel Hynson the Oath of Office.

- IV. Approval of Minutes
  - a. Regular Meeting of Mayor & Council as of 11-2-20

**MOTION BY BETTS JACKSON, SECONDED BY ED POLLARD TO APPROVE THE MINUTES FROM THE 11-2-20 REGULAR MEETING OF MAYOR AND COUNCIL**

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

- V. Correspondence, attached hereto as attachment B (*1 page letter*)
- Mayor and Council received a letter from the Historic Commission concerning the traffic light that will be installed in front of the fire house. Mayor Smith spoke to Kevin Hensley and it was determined that funding for this project came through the State and DELDOT has control of lighting, signs and traffic markers on Rt. 299. The light will be powder coated black to help minimize the appearance.

**MOTION BY VOICE VOTE TO ACCEPT THE LETTER FROM THE HISTORIC COMMISSION AND HAVE MAYOR SMITH RESPOND**

**VOICE VOTE:**

**John Freeman, Aye**  
**Betts Jackson, Aye**  
**Ed Pollard, Aye**  
**Lionel Hynson, Aye**

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

- Mayor Smith has responded to the Historic Commission, attached hereto as attachment C (*1 page letter*)

- VI. Police Report
- Lt. Lloyd from the Delaware State Police reported on statistics in the Town of Odessa
- VII. Treasurer's Report
- a. Treasurer's Report as of 11-30-20, attached hereto as attachment D & E (*3 pg. reports*)

**MOTION BY JOHN FREEMAN, SECONDED BY ED POLLARD TO APPROVE THE TREASURERS REPORT AS SUBMITTED FROM 11-30-20**

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

- VIII. Commission Reports
- a. Historic Commission: Meeting Was: 11-12-20
  - b. Planning Commission: No November Meeting
  - c. Tree Commission: No November Meeting
- VIII. Old Business
- a. DELDOT Audit

- There was a phone conference on Dec. 1st with Dept. of Transportation representatives, the Town Clerk & Secretary on accounting & tracking procedures for the 2011 Cathcart Transportation Grant.

IX. New Business

a. Appointment

**MOTION BY BETTS JACKSON, SECONDED BY ED POLLARD TO APPOINT TODD NELSON TO THE HISTORIC COMMISSION FOR THE REMAINDER OF A 3 YEAR TERM**

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

b. 2019-2020 Audit (Agreed Upon Procedures Report), attached hereto as attachment F (*10 page audit report*)

- There were no recommendations by the audit company and the Town is in good financial condition.

c. Senate Bill 243 FIOA Amendment to Virtual Meetings, attached hereto as attachment G (*7 page draft bill*)

- The Town is complying with the Governor's mandate and is presently holding meetings virtually by either computer or phone conference.

d. Basketball Hoops at Memorial Park

- In the beginning of the pandemic we were advised to remove the basketball hoops at Memorial Park in compliance with the Governor's proclamation on public gatherings. Mayor and Council has decided that in light of continued restrictions that the basketball hoops will not be re-hung and it will be reviewed again in the spring time.

- Mayor Smith will be reviewing proposals from landscaping companies for mowing of the two parks and Old Academy properties. Once we receive the third proposal the Mayor asked Council for the authority to make the decision and sign an agreement.

**MOTION BY JOHN FREEMAN, SECONDED BY BETTS JACKSON TO GIVE MAYOR SMITH THE AUTHORITY TO SIGN AN AGREEMENT WITH A LANDSCAPING COMPANY FOR MOWING AND SOME SNOW REMOVAL ON TOWN HALL SIDEWALKS**

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

X. Next Meeting Date and Time: Next meeting of Mayor & Council will be Monday, February 1, 2021

a. Cancel January Meeting

**MOTION BY BETTS JACKSON, SECONDED BY ED POLLARD TO CANCEL THE JANUARY 2021 MEETING OF MAYOR & COUNCIL**

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

XI. Adjournment

**MOTION BY JOHN FREEMAN, SECONDED BY BETTS JACKSON TO ADJOURN  
THE MEETING AT 8:06**

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

Minutes Submitted 12-15-20  
Date

Barbara Roberts  
Secretary

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

c:\doc\agenda\2020