

Town of Odessa
MINUTES FROM THE ARPA WORKSHOP
MONDAY, OCTOBER 4, 2021 - 6:30 PM
OLD ACADEMY BUILDING
315 MAIN STREET
ODESSA, DE

Those present at 6:30 PM

Mayor: Harvey Smith
Council Member: Betts Jackson
Council Member: Ed Pollard

Town Secretary: Barbara Roberts

0 community members

- I. Call to order
a. Meeting was called to order at 6:40 p.m.

II. Roll Call

MOTION BY ED POLLARD, SECONDED BY BETTS JACKSON TO EXCUSE JOHN FREEMAN, LIONEL HYNSON AND DEBRA SCHULMAN FROM THE OCTOBER 4, 2021 ARPA WORKSHOP

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

III. Funding Discussion

- Council continued discussions for possible eligible expenses and grants pertaining to the American Rescue Plan Act Funding.
- Town Secretary submitted an updated list of information we have received to date. Attached hereto as attachment A (*1 page document*)
- Possible expenditures could be:
 - Updating and/or replacing computers
 - Video screen in Council room for zoom meetings
 - Digitalize paper records for Cloud storage
 - Quickbook replacement and/or upgrade to accept credit card payments
 - HVAC replacement
 - Park Expenses (ie: parking lot and walking path improvements)
 - Making the building handicapped accessible.
- There was discussion on Cloud storage for the large amount of paper files in the building that could be scanned to the Cloud and would then be more accessible. It was decided that we should contact companies that specialize in this type of process to submit proposals and possibly make a presentation to Council.

- Odessa and other small Towns throughout the State were given the opportunity to use a law firm recommended by the State as a point of contact for questions and information on spending and reporting ARPA funding. Mayor Smith agreed that use of this firm would considerably reduce the attorney fees for the Town for this project and we have notified the State that Odessa would participate.
- The first interim report date has changed and will be due by April 22, 2022.
- Further discussion will be at the next meeting of Mayor & Council, and it will be decided when and if another workshop is necessary.

IV. Adjournment

V.

MOTION BY ED POLLARD, SECONDED BY BETTS JACKSON TO ADJOURN THE ARPA WORKSHOP AT 7:00 PM

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

Minutes Submitted: 10/7/21

Barbara Roberts
Secretary

Approved: _____

c:agendaminutes/2021