

TOWN OF ODESSA
MINUTES FOR REGULAR TOWN MEETING OF MAYOR & COUNCIL
MONDAY, DECEMBER 6, 2021 – 7:00 PM
OLD ACADEMY BUILDING
315 MAIN STREET
ODESSA, DE 19730

IN PERSON MEETING

Those present at 7:00 PM

Mayor: Harvey C. Smith, Jr.

Councilmember: John Freeman

Councilmember: Betts Jackson

Councilmember: Ed Pollard

Treasurer: Debra Schulman

Secretary: Barbara Roberts

Guests or Community Members: *None*

I. Call to Order & Pledge of Allegiance, meeting called to order at 7:02 pm

II. Roll Call

MOTION BY BETTS JACKSON, SECONDED BY JOHN FREEMAN TO EXCUSE LIONEL HYNSON FROM THE DECEMBER 6, 2021 MEETING OF MAYOR & COUNCIL

MOTION CARRIED: 4 AYES, 0 NAYS, 0 ABSTAIN

III. Approval of Minutes

a. Minutes: Regular Meeting of Mayor & Council 11-1-21

MOTION BY ED POLLARD, SECONDED BY BETTS JACKSON TO APPROVE THE MINUTES FROM THE REGULAR MEETING OF MAYOR & COUNCIL FROM 11-1-21 AS WRITTEN

MOTION CARRIED. 4 AYES, 0 NAYS, 0 ABSTAIN

IV. Correspondence *-Discussed further in the meeting*

V. Treasurer's Report

- a. Treasurer's Report as of 11-30-21, attached hereto as attachment A & B (3 pg. report)
- Treasurer Schulman reviewed the report with Council. John Freeman asked about a journal entry reversal of \$79.84 on the Balance Sheet, will check with the Town Clerk.

MOTION BY JOHN FREEMAN, SECONDED BY BETTS JACKSON TO APPROVE THE TREASURERS REPORT, SUBJECT TO QUESTIONS AS SUBMITTED FROM 11-30-21

MOTION CARRIED. 4 AYES, 0 NAYS, 0 ABSTAIN

b. Update M & T Finance Charges

- Treasurer Schulman spoke with M & T and was given some options. It was decided that further research is needed on what the requirements for the 3 accounts are and that Mayor Smith & Treasurer Schulman should meet with M & T to discuss this further.
- Mayor Smith will also contact Boyer & Boyer to discuss the need for separate accounts.

VI. Commission Reports

- a. Historic Commission: No November Meeting
- b. Planning Commission: Meeting Dates Were:
- 11-4-21 (Odessa Commons) Attached hereto as attachment C (2 page minutes)
 - 11-18-21 (Comprehensive Plan) Attached hereto as attachment D (2 page minutes)
- c. Tree Commission: No November Meeting

VII. Old Business

- a. Verizon Cable TV Franchise Agreement
- No further information has been received from either the Town Attorney or Verizon.
- b. Speed Bump on Osbourne Street
- Councilmen Freeman & Hynson reviewed Osbourne Street and have made the recommendation that 2 speed bumps are needed. One at the beginning (from Rt.13) and one after the intersection of 4th & Osbourne.
 - Mayor Smith mentioned that there would not be a cost for 1 speed bump & the Town would cover the cost of a 2nd one.

MOTION BY BETTS JACKSON, SECONDED BY JOHN FREEMAN TO INSTALL TWO (2) SPEED BUMPS ON OSBOURNE STREET

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

c. Parking lot repairs at Memorial Park

- Mayor Smith is working with Austin & Bednash to fill the potholes in the parking lot at Memorial Park at no cost to the Town.

- A Council member mentioned the issue of the parking of commercial vehicles at Memorial Park. The parking lot at Memorial Park is meant for people using the park and it not intended for overnight parking of any other vehicles. The owner of the truck will be notified.
- Memorial & Old Academy Parks are dawn to dusk parks only.

d. ARPA Barnes & Thornburg Engagement Letter, Attached hereto as attachment E (*3 page engagement letter*)

- Mayor Smith signed the engagement letter with Barnes & Thornburg to work with the Town on the American Rescue Plan Act funding.

VIII. New Business

a. 2020-21 Agreed Upon Procedure Report (Audit), Attached hereto as attachment F (*10 page audit report*)

- The Town received a clean audit report from Boyer & Boyer and all financial records are in order.

b. Handicapped Parking at St. Paul’s Church

- Mayor Smith met with representatives from the State concerning handicapped parking spaces throughout town and specifically in front of St. Paul’s Church.
- The State would like a recommendation to re-install the handicap spaces at the St. Paul’s location.

MOTION BY BETTS JACKSON, SECONDED BY ED POLLARD THAT THE TOWN HAS NO OBJECTIONS TO ALLOWING THE STATE TO REINSTALL TWO (2) PUBLIC HANDICAP SPACES IN FRONT OF ST. PAULS CHURCH ON MAIN STREET

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

c. Cancel January Meeting

MOTION BY JOHN FREEMAN, SECONDED BY ED POLLARD TO CANCEL THE JANAUARY 2022 MEETING OF MAYOR & COUNCIL

MOTION CARRIED. 4 AYES, 0 NAYS, 0 ABSTAIN

IX. Next Meeting Date and Time: Next meeting of Mayor & Council: Monday February 7, 2022, at 7:00 pm.

- Correspondence was received from the Town Solicitor that they would be increasing the fee for legal services to the Town, which hasn’t increased since 2016. Attached hereto as attachment G (*1 page letter*)

- Interior storm windows have been ordered for the Old Academy Building, and we have been notified that they are in production.
- Senator Stephanie Hansen attended the last Planning Commission meeting as an observer. Because of remapping the senatorial districts, if she is re-elected will be the senator for Odessa.
- Mayor Smith reminded Council of the meeting on Dec 7th at the fire hall concerning the flooding on Old Corbit Rd.

X. Adjournment

MOTION BY ED POLLARD, SECONDED BY BETTS JACKSON TO ADJOURN THE MEETING AT 8:00

MOTION CARRIED. VOTE 4 AYES, 0 NAYS

Minutes Submitted _____
Date

Barbara Roberts
Secretary

Approved: _____

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