

**THE TOWN OF ODESSA
MINUTES FOR THE REGULAR MEETING OF MAYOR & COUNCIL
MONDAY JULY 11, 2022
OLD ACADEMY BUILDING
315 MAIN STREET
ODESSA, DE**

IN-PERSON

Those present at 7:00 pm

Mayor: Harvey C. Smith, Jr.
Council Member: John Freeman
Council Member: Ed Pollard (on zoom)
Council Member: Yeni Ocampo

Treasurer: Debra Schulman
Secretary: Barbara Roberts

Guests or Community Members: approx.. 8

I. Call to Order & Pledge of Allegiance, meeting called to order at 7:00

II. Roll Call

MOTION BY ED POLLARD, SECONDED BY JOHN FREEMAN TO EXCUSE LIONEL HYNSON FROM THE JULY 11TH MEETING OF MAYOR & COUNCIL

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

III. Approval of Minutes

a. Regular Meeting of Mayor & Council from 6-30-22

MOTION BY JOHN FREEMAN, SECONDED BY ED POLLARD TO APPROVE THE MINUTES FROM THE JUNE 30, 2022 MEETING OF MAYOR & COUNCIL AS WRITTEN

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

IV. Correspondence *-None*

- V. Treasurer's Report
 - a. Balance Sheet / Profit & Loss as of 6-30-22, attached hereto as attachment A & B (*3 page reports*)
 - Treasurer Schulman reviewed various expenses on the report, also noting that the Municipal Street Aid funding for 2022 is approximately \$118.95 less than 2021, attached hereto as attachment C (*1 page letter*)

MOTION BY ED POLLARD, SECONDED BY JOHN FREEMAN TO APPROVED THE TREASURERS REPORT FROM 6-30-22 AS SUBMITTED

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

VI. Commission Reports

- a. Historic – meeting was: 6-9-22 (reviewed new house construction on 4th Street)
- b. Planning – meeting was: 6-16-22 (comprehensive plan update)
- c. Trees – no June meeting -Mayor Smith noted he will be entering an additional appointment to the Tree Commission at the August meeting

VII. Old Business

VIII. New Business

- a. Discussion from Public Hearing for Ordinance 2022-04 (Amending ordinance 2016-02 to adopt 2018 International Property Maintenance Codes
 - There was no comments or further discussion on the ordinance.

- b. Second and final reading of Ordinance 2022-04 Amending Ordinance 2016-02 to adopt 2018 International Property Maintenance Codes, attached hereto as attachment D (*1 page ordinance*)

MOTION BY ED POLLARD, SECONDED BY JOHN FREEMAN TO APPROVE AMENDING ORDINANCE 2016-02 AND ADOPTING THE 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE FOR THE TOWN OF ODESSA

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

- c. Tree Inc. Proposal
 - Mayor Smith reviewed tree maintenance work that has been completed in town, attached hereto as attachment E (*1 page proposal*).

- d. Changes to Old Academy HVAC proposals
 - At last month's meeting, Council voted to award the contract to Chesapeake Home Services, LLC to install the covid required equipment to the Old Academy HVAC system. They have since notified Mayor Smith that they are no longer going to do that type of work, so Mayor Smith asked Council to award the contract to National HVAC, which was the second bid. Attached hereto as attachment F (3 page contract)
 - Mayor Smith also reviewed the expenditures to-date from the \$52,000 Capital Improvement funds we received.

- e. Update for Memorial Park & Old Academy Parks
 - Mayor Smith as asked R.D. Collins, our playground maintenance company to start inspecting the playground equipment every year and to supply us with a report on any repairs that might be needed.
 - We have contacted a welder to repair the basketball net backboards until further review on repair or replacement. The estimate to completely replace all the equipment would be between \$6,000 and \$10,000.
 - The garage door at the storage building has been repaired.
 - We have started drafting the wordage for new signs for each park, outlining park guidelines.

IX. Next Meeting Date and Time: Next meeting of Mayor & Council will be August 8th at 7:00, this meeting will be the second Monday of August because of scheduling conflicts.

MOTION BY JOHN FREEMAN, SECONDED BY YENI OCAMPO TO RESCHEDULE THE AUGUST MEETING FROM MONDAY AUGUST 1ST TO MONDAY AUGUST 8TH

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

- A question was raised concerning the crosswalk sign at post office and Mayor Smith responded that the State does not want an additional sign in the road.
- Ed Pollard announced his resignation from Town Council and the Commission because he is moving. The Mayor asked him to continue as an advisor on the Planning Commission until the comprehensive plan is completed and he has agreed.

X. Adjournment

MOTION BY JOHN FREEMAN, SECONDED BY ED POLLARD TO ADJOURN THE MEETING 7:40 PM

MOTION CARRIED. 4 AYES, 0 NAYS, 0 ABSTAIN

Minutes Submitted: 8/2/22

Barbara Roberts
Secretary

Approved: _____

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