

**THE TOWN OF ODESSA  
MINUTES FOR THE REGULAR MEETING OF MAYOR & COUNCIL  
MONDAY OCTOBER 3, 2022  
OLD ACADEMY BUILDING  
315 MAIN STREET  
ODESSA, DE**

***IN-PERSON***

Those present at 7:00 pm

Mayor: Harvey C. Smith, Jr.  
Council Member: Lionel Hynson  
Council Member: Yeni Ocampo  
Council Member: Len Aguilar  
  
Treasurer: Debra Schulman  
  
Secretary: Barbara Roberts

Guests and/or Community Members: Dan Blevins-WILMAPCO, 2 residents

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

**MOTION BY YENI OCAMPO, SECONDED BY LIONEL HYNSON TO EXCUSE JOHN FREEMAN FROM THE OCTOBER 3<sup>RD</sup> MEETING OF MAYOR & COUNCIL**

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

- III. Approval of Minutes
  - a. Regular Meeting of Mayor & Council from 9-12-22

**MOTION BY LIONEL HYNSON, SECONDED LEN AGUILAR TO APPROVE THE MINUTES FROM THE SEPTEMBER 12, 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 9-30-22, attached hereto as attachment A & B (*3 page reports*)
  - Treasurer Schulman reviewed various expenses on the report, noting:
    - Large deposits are tax payments from various mortgage companies
    - Expenses for HVAC upgrades & blinds in Council room – are covered under grants.
    - Other expenses are normal monthly expenses

**MOTION BY LIONEL HYNSON, SECONDED BY LEN AGUILAR TO APPROVE THE TREASURERS REPORT FROM 9-30-22 AS SUBMITTED**

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

VI. Commission Reports

- a. Historic Meeting Date Was: 9-8-22 (Nelson (garage/pool))
- b. Planning No September Meeting
- c. Trees – No September Meeting
  - Tree Commission’s first meeting will be Oct. 11<sup>th</sup>
  - Halloween in the Park will be Oct. 29<sup>th</sup> in Memorial Park, donations & sponsors continue to come in for this event. Information is posted on the town website and at the PO Kiosk. Attached hereto as attachment C (*1 page flyer & update email*)

VII. Old Business

- a. Comp. Plan – PLUS Review
  - The Towns plan was submitted and then reviewed at the PLUS meeting on September 28, 2022. The State will submit minor changes back to the town in 20 days. If changes are received, the Planning Commission will meet on Oct. 27<sup>th</sup> to review those changes.
  - There was one suggested comment from New Castle County. No changes or comments from Townsend or Middletown.
- b. Park Update
  - Have signed and returned proposal for minor updates/repairs to playground equipment
  - Repairs and signage costs will be covered by ARPA funding

VIII. New Business

- a. WILMAPCO – Regional Transportation Plan, attached hereto as attachment D (*13 page power point style presentation document*)
  - Dan Blevins from WILMAPCO distributed copies and reviewed the 2023 update for the regional transportation plan for 2050, based on the growth area policy map for New Castle County

- b. Boyer & Boyer Engagement Letter, attached hereto as attachment E (*2 page engagement letter*)
  - Engagement letter was signed Sept. 27<sup>th</sup> with Boyer & Boyer to perform the annual audit.
- c. Computer Upgrades & Building Wiring Cleanup, attached hereto as attachment F (*2 page proposal*)
  - Mayor Smith met with Carl Samans to reviewed needed upgrades with the town computers and several issues with old phone wiring from previous tenants.
  - Costs will come out of the Capital Improvements grant

**MOTION BY LIONEL HYNSON, SECONDED BY LEN AGUILAR TO APPROVE THE PROPOSAL FROM CARL SAMAS FOR COMPUTER UPGRADES AND BUILDING WIRING CLEANUP**

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

- d. Snow Removal Contract – *The proposal was not received in time for the meeting, so this item was table*
- e. First Reading: Ordinance 2022-05, amend ordinances 2003-1 & 2010-1 and adopt the 2018 edition of the International Building, Residential and Mechanical Codes for the Town of Odessa, attached hereto as attachment G (*1 page draft copy of ordinance*)
  - The towns building inspector recommended that we update these codes to the 2018 editions.
  - The required public hearing will be held before the 2<sup>nd</sup> reading at the November meeting of Mayor & Council

**MOTION BY LEN AGUILAR, SECONDED BY LIONEL HYNSON TO MOVE THE ORDINANCE TO A SECOND READING**

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

IX. Next Meeting Date and Time: Next meeting of Mayor & Council will be Monday November 7, 2022, at 7:00 – Public Hearing for Ord. 2022-05 will be November 7, 2022, at 6:45

- Tree Complaint: The Town received complaints from residents trying to exit Park Alley into Rt 299 that the tree on Lacy Holly’s property blocks the oncoming traffic. The Town has sent Mr. Holly a letter asking him to trim back the tree.

- FIOA Request: The Town received a FIOA (freedom of information) request for information concerning the Odessa Commons property's zoning denial. Attached hereto as attachment H (*1 page email*)
- Zoar Church: The Methodist Conference has turned the property over to Friends of Zoar for renovations to the church building.

X. Adjournment

**MOTION BY LIONEL HYNSON, SECONDED BY LEN AGUILAR TO ADJOURN THE MEETING 7:55 PM**

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

Minutes Submitted: 10-17-22

Barbara Roberts  
Secretary

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

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