

THE TOWN OF ODESSA
MINUTES FOR THE REGULAR MEETING OF MAYOR & COUNCIL
MONDAY NOVEMBER 7, 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: Lionel Hynson
Council Member: Yeni Ocampo
Council Member: Len Aguilar

Treasurer: Debra Schulman

Secretary: Barbara Roberts

Guests and/or Community Members: Logan Ament, Boy Scout Troop 204, 10 community members

- I. Call to Order & Pledge of Allegiance, meeting called to order at 7:00
- II. Roll Call
- III. Approval of Minutes
 - a. Regular Meeting of Mayor & Council from 10-3-22

MOTION BY LIONEL HYNSON, SECONDED LEN AGUILAR TO APPROVE THE MINUTES FROM THE OCTOBER 3, 2022, MEETING OF MAYOR & COUNCIL AS WRITTEN

MOTION CARRIED: VOTE 5 AYES, 0 NAYS, 0 ABSTAIN

- IV. Correspondence *-None*
- V. Treasurer's Report
 - a. Balance Sheet / Profit & Loss as of 10-31-22, attached hereto as attachment A & B (3 page reports)
 - Treasurer Schulman reviewed various expenses on the report, noting:
 - Monthly expenses and income

- Refunds to residents whose mortgage companies had already paid their tax bills.
- Expenses reimbursed to Amanda Russell for Halloween in the Park
- \$35,000 grant payment for Capital Improvements

MOTION BY LIONEL HYNSON, SECONDED BY LEN AGUILAR TO APPROVE THE TREASURERS REPORT FROM 10-31-22 AS SUBMITTED

MOTION CARRIED. VOTE 5 AYES, 0 NAYS, 0 ABSTAIN

VI. Commission Reports

- a. Historic Meeting Date Was: 10/13/22 (fence-Groves, house renovation, Hollis)
- b. Planning Meeting Date Was: 10/27/22 (comp. plan PLUS review)
- c. Trees Meeting Date Was: 10/11/22

VII. Old Business

- a. Discussion from Public Hearing
 - No further discussion was needed

- b. Second/Final Reading: Ord. 2022-05 Amend 2003-1 & 2010-1 Adopt 2018 Edition of International Building, Residential & Mechanical Codes for the Town of Odessa, attached hereto as attachment C (*1 page ordinance*)

MOTION BY MAYOR SMITH FOR A VOICE VOTE ON ORDINANCE 2022-05 TO ADOPT THE 2018 EDITION OF CODES:

John Freeman, Aye
Lionel Hynson, Aye
Len Aguilar, Aye
Yeni Ocampo, Aye
Harvey Smith, Aye

MOTION CARRIED. VOTE 5 AYES, 0 NAYS, 0 ABSTAIN

CARRIED. VOTE 5 AYES, 0 NAYS, 0 ABSTAIN

- a. Halloween in the Park
 - Mayor Smith thanked Amanda Russell and her committee for the overwhelming success of the event.

VIII. New Business

- a. Logan Ament, Scout Troop 204, Eagle Scout Service Project, attached hereto as attachment D (*2 page email, flyer & application*)
 - Logan showed a presentation with plans, design and location of a memorial for post 9/11 veterans to be located at the VFW 3792
 - This would be an 8-foot monument, walkway and flower bed.
 - He also noted they are selling personalized bricks \$100.00 each, for the surround as a fund raiser.
 - The goal is \$20,000 for the project

- b. Snow Removal Contract
 - Snow Removal 2022-2023 Season, attached hereto as attachment E (*2 page contract*)

MOTION BY LIONEL HYNSON, SECONDED BY LEN AGUILAR TO APPROVE THE 2022-2023 SNOW REMOVAL CONTRACT FOR THE TOWN OF ODESSA

MOTION CARRIED. VOTE 5 AYES, 0 NAYS, 0 ABSTAIN

- c. Odessa Bike/Pedestrian Study
 - WRA and Rossi Group have been tasked with assisting DELDOT to prepare bicycle and pedestrian improvement studies for the towns of Odessa and Townsend
 - Len Aguilar participated in a meeting reviewing how this group can assist with bike and pedestrian traffic in the Town. There will be additional meetings as planning progresses.
 - The group has asked for assistance from both the Towns Planning & Historic Commissions

- d. Leaf Removal – Tuesday Nov. 15th & Tuesday Nov. 29th, attached hereto as F (*1 page notice*)

- e. Town Secretary
 - Mayor Smith noted that after interviews that he was recommending that Amy Ottinger be hired as the Town Secretary.

MOTION BY JOHN FREEMAN, SECONDED BY LEN AGUILAR THAT AMY OTTINGER BE APPOINTED AND HIRED AS THE TOWN SECRETARY AT A RATE OF \$24.00 HOUR

MOTION CARRIED. VOTE 5 AYES, 0 NAYS, 0 ABSTAIN

f. Energize Delaware Grant

- On Monday, November 14th students from the University of Delaware and State of Delaware will conduct an energy audit of the Old Academy Building, comparing electric and gas costs.

g. Election Day Office Closing – Tuesday Nov. 8th, attached hereto as attachment G (*1 page notice*)

IX. Next Meeting Date and Time: Next meeting of Mayor & Council will be Monday December 5, 2022, at 7:00,

- ARPA Funding, Mayor Smith noted we would be working on directing some of the improvements in the building that will be paid through this grant. Attorney fees and staff time could be covered under the grant. Other distributions could be to non-profits within the Town that lost funding during COVID.
- Mayor Smith had asked Connie Miller to report on repair and maintenance on town owned streets. Additional income will come in for new sub-divisions. DELDOT also advised that some of streets do need improvements. Currently there are approximately 2 miles of roads in Town. DELDOT estimated that new paving, ADA requirements etc. would cost around \$400,000 a mile.
- Mayor Smith is going to price the costs of additional chairs for the Council room.
- Upstairs office space continues to be shown.
- Potential Osbourne Street sub-division will be discussed during the next Planning Commission meeting on November 17th.
- Melaine Minear commented on the loss of the tree canopy in the Town and she asked if the Tree Commission could be included in any decisions concerning new sub-divisions.

X. Adjournment

MOTION BY LIONEL HYNSON, SECONDED BY JOHN FREEMAN TO ADJOURN THE MEETING 8:00 PM

MOTION CARRIED. 5 AYES, 0 NAYS, 0 ABSTAIN

Minutes Submitted: 11/13/22

Barbara Roberts
Secretary

Approved: _____

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