

Town of Odessa

**MINUTES FROM THE REGULAR TOWN MEETING OF MAYOR AND COUNCIL
MONDAY, MAY 1, 2023 - 7:00 PM
OLD ACADEMY BUILDING
315 MAIN STREET
ODESSA, DE 19730**

Those present at 7:00 PM:

Mayor: Harvey Smith
Council Member: Lenny Aguilar
Council Member: John Freeman
Council Member: Lionel Hynson
Council Member: Yeni Ocampo
Treasurer: Debra Schulman
Secretary: Amy Marie Ottinger

8 community members

- I. Call to Order & Pledge of Allegiance – Meeting was called to order at 7:00 PM.
- II. Roll Call
- III. Approval of Minutes
 - a. Minutes: Regular Meeting of Mayor & Council 4-10-23

MOTION BY JOHN FREEMAN, SECONDED BY LENNY AGUILAR TO APPROVE THE MINUTES FROM THE APRIL 10, 2023 MEETING OF MAYOR & COUNCIL.

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

- IV. Correspondence
 - a. Email from Delaware Center for Justice to use Memorial Park on June 3, 2023 for the “4th Annual Delaware Ride for Justice” from 7:30 am to 3:30 pm to use as rest stop for cyclists.
 - b. Barry Baker, through his attorney Tarabicos, Grosso & Hoffman, hand delivered a Board of Adjustment application request for the proposed Osbourne Street Re-Subdivision plan, attached hereto as Attachment A (2 page letter and 1 page drawing).
- V. Treasurer’s Report
 - a. Balance Sheet / Profit & Loss as of 4-30-23, attached hereto as Attachments B & C (4 page report)
 - b. Treasurer Schulman reviewed various expenses on the report such as election associated expenses, partial payment for landscaping upgrades (minus landscape lighting), lighting upgrades at Old Academy and a pothole repair on Park Alley. Deposits mainly consisted of permit fees.

MOTION BY JOHN FREEMAN, SECONDED BY LENNY AGUILAR TO APPROVE THE TREASURERS REPORT FROM 4-30-23.

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

VI. Commission Reports

- a. Historic – Meeting was 4-13-23 (Devlin fence and pool review)
- b. Planning – No April meeting
- c. Trees – Meeting was 4-11-23 (Arbor Day Celebration, Inventory & Mapping, Outreach, Pruning Workshop, Grants)
 - Arbor Day Celebration was canceled due to rain. A certificate for John Goodier’s tulip poplar tree will be presented to him at a later date. The Town of Odessa’s application has been accepted and we are now once again a Tree City USA.

VII. Old Business

- a. Focus Group Update
 - Mayor Smith stated that on the advice of the town solicitor he wanted to make clear that a focus group related to the Osbourne Street Re-Subdivision cannot be endorsed by Town Council. He further stated that they aren’t a committee of the Town and will be treated like any other citizens, meaning they will not be given any special treatment or time to report back to Town Council. They will get the same time that other members of the public get during the public comments section to make comments. As individual citizens they can provide their opinions, but the Planning Commission and Town Council have final authority.
- b. Memorial Park Update
 - The (3) hazardous trees are tentatively scheduled to be removed on Wednesday, May 3rd, 2023. Matt from RD Collins stated that they would like to try and complete the remaining open items in one visit. If it looks like it will take more than a couple weeks for the playground parts to come in, then they will make a separate trip to lay down the mulch.
- c. Old Academy Update
 - Flag pole lights have been installed. Electrical upgrades have been performed. The front door handle has been repaired. Smoke detectors and carbon monoxide detectors have been installed.
 - Outstanding items are: exit sign, exterior lights, downstairs bathroom remodel
- d. Pothole repair – Park Alley
 - Austin and Bednash performed the repair on 4/19/23. Total cost of the repair was \$7,791.00.

VIII. New Business

- a. Discussion from Budget Workshop – No further discussion was required.
- b. Approval of FY 2023-2024 Budget, attached hereto as Attachment D (3 page budget document)

MOTION BY LIONEL HYNSON, SECONDED BY YENI OCAMPO, TO APPROVE THE FISCAL YEAR 2023-2024 BUDGET FOR THE TOWN OF ODESSA.

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

c. Snow Removal Funds – Mayor Smith requested to move these unused funds to municipal street aid to be used towards the Park Alley pothole repair.

MOTION BY LIONEL HYNSON, SECONDED BY JOHN FREEMAN, TO MOVE \$4,000.00 OF UNUSED SNOW REMOVAL FUNDS TO MUNICIPAL STREET AID ACCOUNT.

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

d. Donation request for Fire Company

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO, TO GIVE A \$150 TOTAL DONATION TO THE ODESSA FIRE COMPANY (\$50 AMBULANCE / \$100 FIRE).

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

e. Appointments, attached hereto as Attachment E (1 page document)

MOTION BY LIONEL HYNSON, SECONDED BY JOHN FREEMAN, TO APPROVE THE APPOINTMENTS FOR 2023-2026 AS SUBMITTED.

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

f. Resolution 2023-1: A Resolution to Set the Tax Rate for FY 2023-2024, attached hereto as Attachment F (1 page resolution)

MOTION BY JOHN FREEMAN, SECONDED BY YENI OCAMPO, TO APPROVE RESOLUTION 2023-1 SETTING THE TAX RATE FOR FY 2023-2024 FOR THE TOWN OF ODESSA.

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

g. Resolution 2023-2: A Resolution to Set the compensation for the Town clerk, attached hereto as Attachment G (1 page resolution)

MOTION BY YENI OCAMPO, SECONDED BY JOHN FREEMAN, TO APPROVE RESOLUTION 2023-2 SETTING THE COMPENSATION FOR THE TOWN CLERK.

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

h. Resolution 2023-3: A Resolution to Set the compensation for the Town secretary, attached hereto as Attachment H (1 page resolution)

MOTION BY LIONEL HYNSON, SECONDED BY LENNY AGUILAR, TO APPROVE RESOLUTION 2023-3 SETTING THE COMPENSATION FOR THE TOWN SECRETARY.

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

IX. Next Meeting Date and Time: Next meeting of Mayor and Council will be June 5th at 7:00PM

- May Fest is this Saturday, May 6, 2023 from 9AM – 3PM. There will be outdoor crafters, vendors, live music, a petting zoo and book sale. High Street will be closed from Second Street to Front Street for the festival.
- The final workshop of the Bike and Pedestrian Plan will be on May 17, 2023 from 5:30-7:00 PM at the Appoquinimink Training Center.
- Town hall will be closed on Monday, May 29th, 2023 in observance of Memorial Day.
- Residents expressed concerns over the abandoned property on Main Street which now has skunks, turkey vultures and a huge hole in the roof. Mayor Smith will follow up on these concerns.

X. Adjournment

MOTION BY JOHN FREEMAN, SECONDED BY LENNY AGUILAR TO ADJOURN THE MEETING AT 8:12 PM.

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

Minutes Submitted: 05/19/23

By: Amy Marie Ottinger
Town Secretary

Approved: 6-5-23

c:meetings&agenda/2023