

Town of Odessa

**MINUTES FROM THE REGULAR TOWN MEETING OF MAYOR AND COUNCIL
MONDAY, JUNE 5, 2023 - 7:00 PM
OLD ACADEMY BUILDING
315 MAIN STREET
ODESSA, DE 19730**

Those present at 7:04 PM:

Mayor: Harvey Smith
Council Member: Lenny Aguilar
Council Member: John Freeman
Council Member: Lionel Hynson (arrived late at 7:06 PM)
Council Member: Yeni Ocampo
Treasurer: Debra Schulman
Secretary: Amy Marie Ottinger
Senator Stephanie Hansen
Cooper Bowers – DelDOT
Gemma Tierney – Whitman, Requardt & Associates
10 community members

- I. Call to Order & Pledge of Allegiance: Meeting was called to order at 7:04 PM.
- II. Roll Call
- III. Senate Tribute – Town of Odessa 150th Charter Anniversary
 - Senator Stephanie Hansen presented Mayor and Council with a Senate Tribute to mark the 150th Anniversary of The Odessa Town Charter.
- IV. Approval of Minutes
 - a. Minutes: Budget Workshop 5-1-23

MOTION BY JOHN FREEMAN, SECONDED BY YENI OCAMPO TO APPROVE THE MINUTES FROM THE MAY 1, 2023 MEETING OF MAYOR & COUNCIL.

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

- b. Minutes: Regular Meeting of Mayor & Council 5-1-23

MOTION BY JOHN FREEMAN, SECONDED BY LIONEL HYNSON TO APPROVE THE MINUTES FROM THE MAY 1, 2023 MEETING OF MAYOR & COUNCIL.

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

- V. Correspondence
 - a. Letter from Odessa Fire Company informing the town that they received approval to close Main Street between 2nd and 4th streets on Saturday, June 17, 2023 from 9am-3pm for their annual open house. Trooper 4 will be landing at 10:30am on Main Street. Residents are encouraged to secure all loose objects on their properties.

VI. Treasurer's Report

- a. Balance Sheet / Profit & Loss as of 5-31-23, attached hereto as Attachments A & B (3 page reports)
- b. Treasurer Schulman reviewed various expenses on the report such as the hazardous tree removal at Memorial Park and the payment to Page Precision for landscape lighting out front of Old Academy. Deposits consisted mainly of transfer taxes, permit fees, rental income and a delinquent tax payment.

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO TO APPROVE THE TREASURERS REPORT FROM 5-31-23.

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

- c. Treasurer Schulman announced later in the meeting that she will be resigning as treasurer effective June 30, 2023 as she and her husband are moving back to Pennsylvania. Mayor Smith mentioned that David Sheats has shown interest in the position and encourages anyone else with interest to contact the Mayor or any council member for more information.

VII. Commission Reports

- a. Historic – No May meeting
- b. Planning – No May meeting
- c. Trees – Meeting was 5-9-23 (Pruning Workshop, Forestry Grant Application, Plantings)

VIII. Old Business

- a. Old Academy Update
 - Exterior landscape lights have been installed. The handicap bathroom remodel has begun. Verizon has removed all their extra equipment from the closet and provided new back up batteries for the units.

IX. New Business

- a. Draft Odessa Bike and Pedestrian Master Plan Presentation, attached hereto as Attachment C (16 page presentation)
 - There are 5 main bicycle/ pedestrian recommendations by DelDOT with the goal of improving safety for all road users:
 1. Provide a shared use path along the North Side of Main Street between US 13 Southbound and town limits (approx. cost 400K)
 2. Add crosswalks and related improvements to the West and South legs of the Main St / US 13 Southbound intersection (approx. cost 300K – includes ADA but not signal infrastructure)
 3. Fill sidewalk gaps and repair deteriorated sidewalks on Main street and US 13 in Odessa's core (approx. cost 120K for concrete; 240K for bricks)
 4. Improve unsignalized crosswalks on Main street and add a 3rd unsignalized crosswalk at the fire station (approx. cost 2K-20K per crosswalk depending on design and materials with 8-9K being the average cost)
 5. Explore feasibility of alternative surfacing on Main Street parking lines for visual narrowing effect (approx. 2 million to go from Front St to 5th Street)
 - The last day to comment on the plan is Wednesday, June 14, 2023

- DelDOT hopes to finalize the plan by the end of June and will return to Mayor & Council at a later date to request a formal endorsement of the plan

b. Commission Appointments, attached hereto as Attachment D (1 page document)

MOTION BY LIONEL HYNSON, SECONDED BY LENNY AGUILAR, TO APPROVE THE ADDITIONAL APPOINTMENTS FOR 2023-2026 AS SUBMITTED.

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

- c. New Castle County Community Cooperation Agreement, attached hereto as Attachment E (4 page letter and 1 page exhibit)
- The cooperation agreement allows New Castle County to perform essential housing and community development programs which allows residents of the Town of Odessa to participate in the County's housing rehabilitation, homeownership, and other programs and also allows the Town of Odessa to participate in the County's annual competitive funding process.

MOTION BY LENNY AGUILAR, SECONDED BY LIONEL HYNSON, TO RENEW THE NEW CASTLE COUNTY COOPERATIVE AGREEMENT FOR THE PERIOD JULY 1, 2023 – JUNE 30, 2026.

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

- d. Continuing Care Retirement Community
- There was a small meeting regarding the 45 acre parcel commonly known as Odessa Commons at the MOT Senior Center. There is a group interested in making it a CCRC to meet a real need in the community for transitional care for seniors. It was an interest and information meeting only and as the Mayor learns more, he will share any updates.

- e. Reschedule July Meeting
- The July meeting of Mayor and Council will be rescheduled to July 10th due to the July 4th holiday.

X. Next Meeting Date and Time: Next meeting of Mayor and Council will be Monday, July 10th at 7:00PM.

- Town Hall will be closed on Monday, June 19th in observation of Juneteenth (State Holiday)
- There will be a Board of Adjustment hearing on Tuesday, June 20, 2023 at 7:00 PM for BOA2023-02 Special Exception Request for 315 Main Street (Old Academy). Mayor and Council are requesting special exception approval to use the property for professional and commercial personal services.
- Residents once again expressed concern over the abandoned property on Main Street which has an open roof and animals residing in it. The Mayor has sent a letter to the owner and will be following up on the issue.

XI. Adjournment

MOTION BY LIONEL HYNSON, SECONDED BY LENNY AGUILAR TO ADJOURN THE MEETING AT 8:30 PM.

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

Minutes Submitted: 06/13/23
By: Amy Marie Ottinger
Town Secretary
Approved: 7-10-23

c:meetings&agenda/2023