

Town of Odessa

**MINUTES FROM THE REGULAR TOWN MEETING OF MAYOR AND COUNCIL
MONDAY, MARCH 4, 2024 - 7:00 PM
OLD ACADEMY BUILDING
315 MAIN STREET
ODESSA, DE 19730**

Those present at 7:00 PM:

Mayor: Harvey C. Smith Jr.
Council Member: Lenny Aguilar
Council Member: Yeni Ocampo
Treasurer: David Sheats
Secretary: Amy Marie Ottinger
4 community members

I. Call to Order & Pledge of Allegiance – Meeting was called to order at 7:00 PM.

II. Roll Call

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO TO EXCUSE JOHN FREEMAN AND LIONEL HYNSON FROM THE MARCH 4, 2024 MEETING OF MAYOR & COUNCIL.

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

III. Approval of Minutes
a. Minutes: Public Hearing 2-5-24

MOTION BY YENI OCAMPO, SECONDED BY LENNY AGUILAR TO APPROVE THE MINUTES FROM THE FEBRUARY 5, 2024 PUBLIC HEARING.

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

b. Minutes: Regular Meeting of Mayor & Council 2-5-24

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO TO APPROVE THE MINUTES FROM THE FEBRUARY 5, 2024 REGULAR MEETING OF MAYOR & COUNCIL.

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

IV. Correspondence - None

V. Treasurer's Report
a. Balance Sheet / Profit & Loss as of 2-29-24, attached hereto as Attachments A & B (3-page reports)
b. Treasurer Sheats reviewed expenses on the report stating that there were no out of the ordinary expenses this month, no deposits were made, and our total assets are \$716,549.23.

MOTION BY YENI OCAMPO, SECONDED BY LENNY AGUILAR TO APPROVE THE TREASURERS REPORT FROM 2-29-24.

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

VI. Commission Reports

- a. Historic – Meeting was 2-8-24 (Foraker Roof Replacement)
- b. Planning – No meeting in February

VII. Old Business - None

VIII. New Business

- a. American Rescue Act Funding – Three of the four non-profits that received ARPA grants have provided the requested accounting of funds. The Women’s Club used the grant monies to replenish their scholarship account and were able to provide (5) \$2,500 scholarships. The Historic Houses of Odessa used the funds to pay quarterly payroll taxes. The Corbit Calloway Memorial Library used the funds on payroll, upgrading their security system and repairs to their automatic door which they were unable to do during Covid due to revenue loss.

Mayor Smith requested additional ARPA monies to perform much needed repairs to Old Academy.

- 1. PHB Estimate – Old Academy Basement Structural Repair, attached hereto as Attachment C (1-page estimate)

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO, TO APPROVE THE ESTIMATE FROM PHB INC IN THE AMOUNT OF \$6,420.00 FOR BASEMENT STRUCTURAL REPAIRS AT OLD ACADEMY.

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

- 2. PHB Estimate – Old Academy Gutter Repair, attached hereto as Attachment D (1-page estimate)

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO, TO APPROVE THE ESTIMATE FROM PHB INC IN THE AMOUNT OF \$2,369.00 FOR GUTTER REPAIRS AT OLD ACADEMY.

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

- 3. Detail Stone Works – Old Academy Brick Work, attached hereto as Attachment E (1-page estimate)

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO, TO APPROVE THE ESTIMATE FROM DETAIL STONE WORKS IN THE AMOUNT OF \$9,500.00 FOR BRICK REPAIRS TO THE OLD ACADEMY BUILDING, WALKWAY AND BELL TOWER.

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

- b. Front Street Repaving Project - State Senator Stephanie Hansen along with State Representative Kevin Hensley have graciously agreed to provide funding from their Community Transportation Fund (CTF) to repave a section of Front Street in Odessa stretching from Main Street to High Street. Mayor Smith was tasked with getting bids from DelDOT approved contractors. Bids were received from Adel, Cirillo Bros and Austin & Bednash, attached collectively hereto as Attachment F (3 individual quotes) with prices range from \$29,982.50 to \$54,379.50 for the same project. Council was tasked with approving one of the three bids. Once approved, the town secretary will follow thru with the State to request the monies from the CTF fund. There is no necessity to have a public hearing on this matter as the funds will not be coming from the taxpayers, rather state funding will be used.

MOTION BY YENI OCAMPO, SECONDED BY LENNY AGUILAR, TO APPROVE THE ESTIMATE FROM A-DEL CONSTRUCTION CO, INC IN THE AMOUNT OF \$29,982.50 (4-PAGE PROPOSAL) TO REPAVE FRONT STREET FROM MAIN STREET TO HIGH STREET.

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

- c. Memorial Park Porta-Potty Rental – The current contractor did not submit a renewal contract for this upcoming season. Three quotes were obtained from local businesses. The best quote came from A-1 Sanitation Services, attached hereto as Attachment G (1-page quote) with a total price of \$787 to include bi-weekly service from March – Nov and a one-time delivery fee.

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO, TO APPROVE THE CONTRACT WITH A-1 SANITATION SERVICES FOR ONE (1) PORTABLE TOILET IN MEMORIAL PARK FROM MARCH – NOVEMBER .

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

- d. Proclamation – Thomas Garrett & Harriet Tubman Day, attached hereto as Attachment H (1-page proclamation)

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO, TO PROCLAIM MARCH 10, 2024 THOMAS GARRETT AND HARRIET TUBMAN DAY IN THE TOWN OF ODESSA.

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

IX. Public Comment

- A resident expressed concern over the sidewalk in front of 405 Main Street stating that she felt it was not very walkable. The Mayor stated that he will address it the best he can.
- Mayor Smith informed council and the public that his next project will be to attempt to collect delinquent and/or back property taxes. He will be consulting with the town solicitor for guidance. He had considered increasing property taxes this year but would rather wait until New Castle County completes their assessments and comes back with their new property values to see where we stand before moving forward with that.

- X. Next Meeting Date and Time: Next meeting of Mayor and Council will be the second Monday of the month (Monday, April 8th, 2024) at 7:00PM since the town election is on the first Monday of the month.

Miscellaneous

- The Town of Odessa will be having its town election on Monday, April 1, 2024. Polls will be open from 12:00pm – 8:00 pm. There are currently (3) applicants for (2) town council seats.
- The Town of Odessa is still in need of one poll worker for the town election. The requirements for this position would be an approximately (3) hour training session on Thursday, March 28, 2024 @ 2:00 PM at the Department of Elections Warehouse in New Castle and to work the day of the election here at town hall from 11 AM– 8:30 PM. Pay for this position would be \$200. Please contact the town secretary as soon as possible if you would be interested and available.

XI. Adjournment

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO TO ADJOURN THE MEETING AT 7:27 PM.

MOTION CARRIED. VOTE 3 AYES, 0 NAYS, 0 ABSTAIN

Minutes Submitted: 3/5/2024
By: Amy Marie Ottinger
Town Secretary
Approved: 4-8-2024

c::meetings&agenda/2024