

Town of Odessa

**MINUTES FROM THE REGULAR TOWN MEETING OF MAYOR AND COUNCIL
MONDAY, AUGUST 12, 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: John Freeman
Council Member: Lionel Hynson
Council Member: Yeni Ocampo
Treasurer: David Sheats
Secretary: Amy Marie Ottinger
(3) community members

- I. Call to Order & Pledge of Allegiance – The meeting was called to order at 7:00 PM.
- II. Roll Call

MOTION BY JOHN FREEMAN, SECONDED BY LIONEL HYNSON, TO EXCUSE LENNY AGUILAR FROM THE AUGUST 12, 2024 MEETING OF MAYOR & COUNCIL.

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

- III. Approval of Minutes
 - a. Minutes: Regular Meeting of Mayor & Council 7-1-24

MOTION BY JOHN FREEMAN, SECONDED BY LIONEL HYNSON, TO APPROVE THE MINUTES FROM THE JULY 1, 2024 REGULAR MEETING OF MAYOR & COUNCIL.

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

- IV. Correspondence
 - a. Letter from State of Delaware Department of Transportation reflecting the town's municipal street aid award for Fiscal Year 2025, attached hereto as Attachment A (1-page letter).
- V. Treasurer's Report
 - a. Balance Sheet / Profit & Loss as of 7-31-24, attached hereto as Attachments B & C (3-page reports).
 - b. Treasurer Sheats reviewed various expenses on the balance sheet. In the Odessa Community Account, the deposit consisted of rental income. Expenses consisted of normal operating expenses and included a payment to Promise Pest Control in the amount of \$150.00 for bee removal in the playground equipment at town hall. In the PNC Operating Account, deposits consisted of permit fees, property taxes and JP court fees. There was an \$8,500.00 transfer from the operating account to the municipal street aid account. Expenses consisted of normal operating expenses with the exception of (2) purchases at Elana's Florist for funeral flowers sent on behalf Mayor & Council. There

was an American Rescue Plan Act (ARPA) expenditure in the amount of \$9,500.00 for brick repairs to the sidewalk, steps and bell tower at Old Academy. Total assets are \$679,934.20.

MOTION BY LIONEL HYNSON, SECONDED BY JOHN FREEMAN, TO APPROVE THE TREASURER’S REPORT FROM 7-31-24.

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

VI. Commission Reports

- a. Historic – Meeting was 7-25-24 (Historic Odessa Foundation, Ann Conigliaro)
- b. Planning – No meeting in July

VII. Old Business - None

VIII. New Business

- a. Old Academy Board of Adjustment Special Exception Request
 - The photographer terminated his lease and the costumer who is currently renting the smaller unit will be moving this month to the larger unit.
 - A new renter who provides financial planning services with Prudential has been vetted by our property management company Stanley Properties and is requesting to occupy the smaller rental unit.
 - Old Academy is zoned Institutional and requires that certain uses which are subject to special exceptions, such as a financial planner which falls under professional services, must go before the Board of Adjustment for approval.
 - Mayor and Council are requesting a hearing by the Board of Adjustment for a special exception use for Old Academy, request attached hereto as Attachment D (1-page letter).

MOTION BY JOHN FREEMAN, SECONDED BY YENI OCAMPO, TO REQUEST A HEARING BY THE BOARD OF ADJUSTMENT TO APPROVE A SPECIAL EXCEPTION REQUEST TO USE 315 MAIN STREET FOR PROFESSIONAL SERVICES .

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

- The Board of Adjustment hearing has been scheduled for August 27, 2024 @ 7:00 PM for the special exception request.
- b. Reschedule September Meeting
 - The September meeting of Mayor & Council will be rescheduled to September 9, 2024 due to the Labor Day holiday.

MOTION BY YENI OCAMPO, SECONDED BY JOHN FREEMAN, TO RESCHEDULE THE SEPTEMBER MEETING OF MAYOR AND COUNCIL TO SEPTEMBER 9, 2024 AT 7:00 PM.

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

IX. Public Comment – There were no public comments.

X. Next Meeting Date and Time: Next meeting of Mayor and Council will be the second Monday of the month (Monday, September 9th, 2024) at 7:00 PM due to the Labor Day holiday.

Miscellaneous:

- A thank you letter was sent to Brant Perry, Assistant Principal from Odessa High School, on behalf of Mayor & Council for attending our monthly town council meeting and providing all the council members and staff with Odessa High School tumblers.

XI. Adjournment

MOTION BY LIONEL HYNSON, SECONDED BY JOHN FREEMAN, TO ADJOURN THE MEETING AT 7:16 PM.

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

Minutes Submitted: 8/13/24

By: Amy Marie Ottinger
Town Secretary

Approved: _____