

Town of Odessa

**MINUTES FROM THE REGULAR TOWN MEETING OF MAYOR AND COUNCIL
MONDAY, MARCH 3, 2025 - 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: Yeni Ocampo
Treasurer: David Sheats
Secretary: Amy Marie Ottinger
(2) 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 YENI OCAMPO, TO EXCUSE LIONEL HYNSON AND LENNY AGUILAR FROM THE MARCH 3, 2025 MEETING OF MAYOR & COUNCIL.

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

- III. Approval of Minutes
 - a. Minutes: Regular Meeting of Mayor & Council 2-3-25

MOTION BY JOHN FREEMAN, SECONDED BY YENI OCAMPO, TO APPROVE THE MINUTES FROM THE FEBRUARY 3, 2025 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 2-28-25, attached hereto as Attachments A & B (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. In the PNC Operating Account, the deposit consisted of a property tax payment and franchise fees. Expenses consisted of normal operating expenses with the exception of payment to Page Precision in the amount of \$555.00 for snow removal at town hall, the prepayment of our seasonal contract with A-1 Sanitation Services for a porta-potty at Memorial Park and a payment to Masten Electric in the amount of \$900.00 to replace the exterior lights out back of town hall that residents voiced complaints about. In the Municipal Street Aid Account, expenses included a payment to Austin & Bednash in the amount of \$1,000.00 for town-wide snow plowing. Total assets are \$665,686.76.

MOTION BY JOHN FREEMAN, SECONDED BY YENI OCAMPO, TO APPROVE THE TREASURER’S REPORT FROM 2-28-25.

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

- VI. Commission Reports
 - a. Historic – No meeting in February
 - b. Planning – No meeting in February
- VII. Old Business - None
- VIII. New Business
 - a. Proclamation – Thomas Garrett & Harriet Tubman Day, attached hereto as Attachment C (*1-page proclamation*)

MOTION BY JOHN FREEMAN, SECONDED BY YENI OCAMPO, TO PROCLAIM MARCH 10, 2025 THOMAS GARRETT AND HARRIET TUBMAN DAY IN THE TOWN OF ODESSA.

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

- b. May Fest - May 3, 2025 street closing, attached hereto as Attachment D (*1 page email*)

MOTION BY YENI OCAMPO, SECONDED BY JOHN FREEMAN, TO ALLOW THE CLOSING OF THE REQUESTED SECTIONS OF HIGH, FRONT AND SECOND STREETS ON SATURDAY, MAY 3, 2025 FOR MAYFEST.

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

- c. High Street Widening and Repaving Project - State Senator Stephanie Hansen along with State Representative Kevin Hensley have graciously agreed to assist with obtaining funding from the states Community Reinvestment Fund (CRF) to widen and repave a section of High Street in Odessa stretching from Fourth Street to Front Street. Mayor Smith was tasked with getting bids from DelDOT approved contractors. Bids were received from A-Del, Austin & Bednash, Cirillo Brothers and Diamond Materials, attached collectively hereto as Attachment E (*4 individual quotes including a bid request and comparative spreadsheet*) with prices range from \$238,088.25 to \$282,690.00 for the same project. Council was tasked with approving one of the four bids so that we can move forward with requesting the funding. After a bid is approved, the town secretary will follow through with the State to request the monies from the CRF 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. The Mayor provided assurance that he will meet with the contractor directly prior to starting the project and will work closely with any residents along High Street whose properties may be affected by the street widening.

MOTION BY JOHN FREEMAN, SECONDED BY YENI OCAMPO, TO APPROVE THE ESTIMATE FROM CIRILLO BROTHERS IN THE AMOUNT OF \$238,088.25 (2-PAGE PROPOSAL) .

MOTION CARRIED. VOTE 3 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 Monday April 7, 2025 at 7:00 PM if there is no election or Monday, April 14, 2025 at 7:00 PM if there is an election.

Miscellaneous:

- Mayor Smith informed council that on Thursday, February 20, 2025 one of the renters upstairs at the Old Academy (Magic & Main) called 911 for an odor of smoke in the building. The Fire Company came out and discovered a burning odor in the basement and immediately shut down both heaters. Chesapeake Utilities came out and verified that there were no gas leaks coming from any of the lines. The following day our heating contractor Hawks & Company assessed the situation and discovered that the unit that services the left side of the building (council chambers) had a cracked heat exchanger. The unit was over 15 years old. Mayor Smith approved an estimate in the amount of \$9617.00 to install a whole new furnace. The new furnace was installed on Friday, February 28, 2025. The money will come from the Odessa Community Account (Old Academy account).

XI. Adjournment

MOTION BY YENI OCAMPO, SECONDED BY JOHN FREEMAN, TO ADJOURN THE MEETING AT 7:28 PM.

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

Minutes Submitted: 3/4/2025

By: Amy Marie Ottinger
Town Secretary

Approved: _____