

Town of Odessa

**MINUTES FROM THE REGULAR TOWN MEETING OF MAYOR AND COUNCIL
MONDAY, SEPTEMBER 8, 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: Lenny Aguilar
Council Member: Lionel Hynson
Council Member: Yeni Ocampo
Treasurer: David Sheats
Secretary: Amy Marie Ottinger
(10) community members

- I. Call to Order & Pledge of Allegiance – The meeting was called to order at 7:00 PM.
- II. Oath of Office - Mayor Smith gave the oath of office to council person Lionel Hynson.
- III. Roll Call

MOTION BY LIONEL HYNSON, SECONDED BY LENNY AGUILAR, TO EXCUSE JOHN FREEMAN FROM THE SEPTEMBER 8, 2025 MEETING OF MAYOR & COUNCIL.

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

- IV. Approval of Minutes
 - a. Minutes: Regular Meeting of Mayor & Council 8-4-25

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO, TO APPROVE THE MINUTES FROM THE AUGUST 4, 2025 REGULAR MEETING OF MAYOR & COUNCIL.

MOTION CARRIED. VOTE: 3 AYES, 0 NAYS, 1 ABSTAIN (HYNSON)

- V. Correspondence – Letter from the Odessa Fire Company, attached hereto as Attachment A (*1-page letter*), conveying support for the widening and repaving of High Street.
- VI. Treasurer's Report
 - a. Balance Sheet / Profit & Loss as of 8-31-25, attached hereto as Attachments B & C (*3-page reports*)
 - b. Treasurer Sheats reviewed various expenses on the balance sheet. He reported that the town clerk did not reconcile the M&T Sweep Investment Account and will reconcile the account next month. In the Odessa Community Account, the deposit consisted of rental income and expenses consisted of normal operating expenses. In the PNC Operating Account, deposits consisted of property tax payments and franchise fees. The town also received Municipal Street Aid funds from the State of Delaware in the amount of \$10,832.32. Expenses consisted of normal operating expenses and included a payment to i3a LLC in the amount of \$1,700.00 for the engineering review of the Odessa Commons

Planned Neighborhood Development, which the town has since received reimbursement for by the residential builder K. Hovnanian Homes. Total assets are \$918,927.18 with \$238,088.00 of those funds earmarked for the widening and repaving of High Street.

MOTION BY LENNY AGUILAR, SECONDED BY YENI OCAMPO, TO APPROVE THE TREASURER'S REPORT FROM 8-31-25.

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

VII. Commission Reports

- a. Historic – Meeting was 8-14-25 (Ward) 307 High Street
- b. Planning – No meeting in August

VIII. Old Business

- a. High Street Widening and Repaving Project – Mayor Smith provided an update in regard to the current progress made on the project. He stated that in March of this year, council approved the estimate with Cirillo Brothers for the widening and repaving project, subject to the town receiving funding from the state's Community Reinvestment Fund (CRF). The town has received the funding, and it has been placed in the town's operating account. He met with the awarded contractor, Cirillo Brothers, and signed the contract to move forward with the project. Letters were sent to the various utility companies requesting utility maps and easements. The town received responses from every utility company with the exception of Verizon, which has overhead lines only. As he stated he was going to do, Mayor Smith met in August with the property owners on High Street that were going to be directly affected by the approximately 7 foot widening of the roadway. He stated that there were two objections of note coming from Carole Coleman and Matthew Goetting, both residents of the section of High Street stretching from Front to Second Street. He provided council members with a copy of his meeting notes, pictures of current conditions on the stretch of roadway between Front and Second Street, and results of a self-performed traffic study, attached hereto as Attachment D (*5-pages total*). The town's engineering firm, i3a LLC, performed deed research and a right-of-way survey which verified that the proposed widening falls within the towns right-of-way, attached hereto as Attachment E (*1-page exploratory roadway map dated 9-5-25*).

IX. New Business

- a. 2025-2026 Snow Removal Contract, attached hereto as Attachment F (*1-page contract*)

MOTION BY LIONEL HYNSON, SECONDED BY LENNY AGUILAR, TO APPROVE THE 2025-2026 SNOW REMOVAL CONTRACT WITH AUSTIN & BEDNASH FOR THE TOWN OF ODESSA.

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

- b. Boyer & Boyer Engagement Letter, attached hereto as Attachment G (*2-page engagement letter*)

MOTION BY YENI OCAMPO, SECONDED BY LENNY AGUILAR, FOR THE MAYOR TO SIGN THE ENGAGEMENT LETTER WITH BOYER & BOYER TO PERFORM THE YEARLY AUDIT FOR YEAR ENDING JUNE 30, 2025.

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

- c. High Street Speed Bump Request – At the June meeting of Mayor & Council, a request was made during public comment by the residents who live on High Street between Second and Third Streets that when High Street is widened and repaved, a speed bump is installed. No action was taken at the time of the meeting. Mayor Smith obtained an estimate from the awarded contractor, Cirillo Brothers, attached hereto as Attachment H (*1-page email dated 9-5-25*) in the amount of \$143.75 per linear foot. Projected cost is \$4,600.00 but it is based on a 32-foot-wide street, so actual cost will be less. The Mayor was requesting approval to install the speed bump at the time of widening and repaving.

MOTION BY YENI OCAMPO, SECONDED BY LIONEL HYNSON, TO APPROVE THE ADDITION OF A SPEED BUMP ON HIGH STREET BETWEEN SECOND & THIRD STREETS TO BE INSTALLED AT THE TIME OF WIDENING AND REPAVING.

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

X. Public Comment

- Matthew Fiedler (211 High Street) thanked the Mayor for the addition of the speed bump between Second and Third Street. He questioned whether anyone has performed a water run-off survey.
- Carole Coleman (109 High Street) discussed issues that she has with water run-off between her two homes on High Street and water issues she is having currently on her Main Street property. She provided a letter of opposition, attached hereto as Attachment I (*5-page letter*), on the various reasons why she objects to the widening and repaving project.
- Jim Grant (105 High Street) stated that the storm water drains were taken out of the town decades ago. He said that water runs off from his property and floods out the front yard of 103 Front Street.
- Matthew Dolamore (110 Third Street) stated that he raised concerns with the Mayor during the resident meeting in August. He said his concerns are broader than just the swale concerns. He feels that what we are doing with the widening project is only addressing the issue of repaving and does not address other issues such as managing visitor parking particularly during events and around Cantwell's; ensuring emergency responders have access to the town, the residents and the visitors; and addressing pedestrian safety. He said that our comprehensive plan has a pedestrian first lens on any capital improvement, and he doesn't think a speed bump addresses pedestrian safety. He stated that adding 7 feet of asphalt is a misplaced priority in absence of a streetscape plan. He proposed to council that this project be postponed. He feels that a project of this nature warrants a storm water study, a traffic study, and a streetscape plan that doesn't only look at the project through the lens of a fire truck.
- Sean Mattingly (409 High Street) brought up parking issues near and around Cantwell's Tavern and during large events.
- Colleen Ward (307 High Street) expressed support over the proposed widening stating that busses use High Street twice a day during the school year to pick up children, and they need to be able to safely navigate our streets.
- Jane Mruk (115 S. 6th Street) made the suggestion that during large events in town such as MayFest, Brewfest, and Christmas in Odessa, shuttle busses could be implemented to bring patrons to and from the events.

MOTION BY LENNY AGUILAR, SECONDED BY LIONEL HYNSON, TO REVERT BACK TO NEW BUSINESS.

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

At this time Councilman Hynson suggested that a public hearing be held prior to the next monthly meeting of Mayor & Council to discuss the High Street Widening and Repaving project and address the public concerns. The town secretary stated that due to posting requirements, an October public hearing may not be an option and it may need to wait until November.

MOTION BY LIONEL HYNSON, SECONDED BY LENNY AGUILAR, TO HAVE A PUBLIC HEARING ON THE HIGH STREET WIDENING AND PAVING PROJECT TO HEAR PUBLIC CONCERNS.

MOTION CARRIED. VOTE: 3 AYES, 1 NAY (SMITH), 0 ABSTAIN

XI. Next Meeting Date and Time: Next meeting of Mayor and Council will be Monday, October 6, 2025 @ 7:00 PM.

XII. Adjournment

MOTION BY LIONEL HYNSON, SECONDED BY LENNY AGUILAR, TO ADJOURN THE MEETING AT 8:01 PM.

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

Minutes Submitted: 9/18/25
By: Amy Marie Ottinger
Town Secretary
Approved: _____