

# Town of Odessa

**MINUTES FROM THE REGULAR TOWN MEETING OF MAYOR AND COUNCIL  
MONDAY, JULY 13, 2026 - 7:00 PM  
OLD ACADEMY BUILDING  
315 MAIN STREET  
ODESSA, DE 19730**

Those present at 7:00 PM:

Mayor: Harvey Smith  
Council Member: John Freeman  
Council Member: Yeni Ocampo  
Council Member: Lionel Hynson  
Council Member: Shelley Perry  
Treasurer: Amy Marie Ottinger  
Secretary: Megan Heck  
(6) Community members

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- I. Call to Order & Pledge of Allegiance- The meeting was called to order at 7:01 PM.
- II. Oath of Office – Mayor Smith gave the oath of office to Council Member Shelley Perry.

In celebration of America's 250th anniversary, Mayor Smith distributed small American flags to council members and community attendees. Additionally, the Mayor presented the Town of Odessa with a historic 48-star U.S. flag—the design flown during the Eisenhower administration until 1959—to be safely preserved in the town's memorabilia collection.

Mayor Smith introduced a special guest, Ayanna Khan-Flowers, who is running for State Representative in the 9<sup>th</sup> district.

- III. Roll Call
- IV. Approval of Minutes

- a. Minutes: Budget Workshop 6-1-26

**MOTION BY LIONEL HYNSON, SECONDED BY JOHN FREEMAN, TO APPROVE THE MINUTES FROM THE JUNE 1, 2026 BUDGET WORKSHOP.**

**MOTION CARRIED. VOTE: 4 AYES, 0 NAYS, 1 ABSTENTION- Shelley Perry**

- b. Minutes: Regular Meeting of Mayor & Council 6-1-26

**MOTION BY YENI OCAMPO, SECONDED BY LIONEL HYNSON, TO APPROVE THE MINUTES FROM THE JUNE 1, 2026 REGULAR MEETING OF MAYOR & COUNCIL.**

**MOTION CARRIED. VOTE: 4 AYES, 0 NAYS, 1 ABSTENTION- Shelley Perry**

- c. Minutes: Special Meeting of Mayor & Council 6-15-26

**MOTION BY JOHN FREEMAN, SECONDED BY LIONEL HYNSON, TO APPROVE THE MINUTES FROM THE JUNE 15, 2026 SPECIAL MEETING OF MAYOR & COUNCIL.**

**MOTION CARRIED. VOTE: 3 AYES, 0 NAYS, 2 ABSTENTIONS- Shelley Perry & Yeni Ocampo**

V. Correspondence

- a. Thank you mail received from Flags for Heroes (Rotary Club of Southern New Castle County), attached hereto as Attachment A (*1-page letter, 1 page newspaper cutout*)
- b. Explanation letter: Important Changes to Your Town of Odessa Property Tax and Trash Bills, attached hereto as Attachment B (*1-page email*)

VI. Treasurer's Report

- a. Balance Sheet / Profit & Loss as of 05-31-26, attached hereto as Attachments C & D (*3-page report*) Various expenses on the balance sheet for the period ending May 31, 2026: The starting balance of \$902,621.10 is inaccurate. There is a difference of \$2,577.37 from balance sheet ending 4-30-26. This accounting discrepancy has been brought to the attention of the town clerk, and she is currently reconciling the account so that the balances match. You will see a lot of activity in the newly created M&T Account ending in 9403 and the M&T Sweep Investment account. This is the result of over a year of reaching out to M&T Bank to resolve outstanding issues with fees that were being charged to the account which were supposed to be waived, along with IntraFi income we were promised and were not receiving. Additional reconciliation of this account may be forthcoming as we are still waiting on responses from our M&T government banking team, headed by Todd Feeley, Senior Vice President and Government Banking Relationship Manager. In the Odessa Community Account (Old Academy Account): Deposits totaling \$2,440.86 consisted of one month of rental income for Unit B (April) and the return of \$910.86 for a deposit paid to Kirkin Exterior for the snow guard installation on the roof here at town hall. Expenses consisted of normal operating expenses with the exception of a payment to Cochran Glass in the amount of \$240.00 for a windowpane repair in rental Unit B. In the PNC Operating Account: Deposits totaling \$1,556.00 consisted of JP court fees, permit fees and franchise fees. Expenses consisted of normal operating expenses. Total assets are \$897,310.09.

**MOTION BY YENI OCAMPO, SECONDED BY LIONEL HYNSON, TO APPROVE THE TREASURER'S REPORT FROM 5-31-26.**

**Council Member John Freeman asked for clarification of JP court fees. Treasurer Ottinger clarified that is our portion of tickets written during contracted Jobs4Blue hours.**

**MOTION CARRIED. VOTE: 5 AYES, 0 NAYS, 0 ABSTAIN**

- b. Balance Sheet / Profit & Loss as of 06-30-26, attached hereto as Attachments E & F (*3-page report*) Various expenses on the balance sheet for period ending June 30, 2026: In the Odessa Community Account (Old Academy Account): Deposits totaling \$2,761.40 consisted of prorated rent for Unit A from April to May and rental income for both units for May. Expenses consisted of normal operating expenses. In the PNC Operating Account: Deposits totaling \$3,331.46 consisted of FIOS franchise fees, permit fees, property tax payments, and a donation to the town from the Women's Club of Odessa in

the amount of \$200.00 (Thank you ladies). There was a one-time transfer in the amount of \$5,000.00 from this account to the Municipal Street Aid Account to make sure that account did not overdraw prior to receiving our yearly Municipal Street Aid money. Expenses consisted of normal operating expenses with the exception of a payment to Casello Tree Service in the amount of \$1,000.00 to remove a downed tree from the walking path at the Memorial park after a heavy storm as well as cleanup work performed at 4th and Osbourne Streets. Additionally, there was a payment made to Carl Samans, our computer repair guy, in the amount of \$380.00 for the purchase of desktop QuickBooks 2020, 5GB of memory upgrade and labor to restore the town clerk's computer. In the Municipal Street Aid Account: Expenses consisted of normal operating expenses and show the \$5,000.00 transfer of funds from the PNC Operating Account. Total assets are \$886,476.40.

**MOTION BY JOHN FREEMAN, SECONDED BY YENI OCAMPO, TO APPROVE THE TREASURER'S REPORT FOR 6-30-26.**

**MOTION CARRIED. VOTE: 5 AYES, 0 NAYS, 0 ABSTAIN**

VII. Commission Reports

- a. Historic – No Meeting in June
- b. Board of Adjustment – No meeting in June
- c. Planning – No meeting in June

VIII. Old Business –there was no old business

IX. New Business

- a. Flagpole emergency expense. The mechanism broke on the State flag. Mayor Smith called a company in MD, that was listed for flag repairs and was quoted at \$1900. Mayor Smith called locally and Ed Ide, town engineer, quoted a maximum of \$650 to repair the state flag and also do preventative maintenance on the other flagpole. Both poles now have some new mechanisms, rope, and hardware. Mayor Smith did not have time to put bids out as the weight broke and the outside collar came down rather quickly; this is a safety concern so with that, and the 4<sup>th</sup> of July holiday coming, he authorized the repairs.
- b. County Cooperation Agreement, attached hereto as Attachment G *(4-page letter)*
  - Council Member Freeman questioned if any residents of Odessa have benefitted from this program. We have asked NCC for information in the past and have not received a response but will ask again.

**MOTION BY JOHN FREEMAN, SECONDED BY YENI OCAMPO, TO APPROVE THE CONTINUED USE OF THE COOPERATION AGREEMENT**

**MOTION CARRIED. VOTE: 5 AYES, 0 NAYS, 0 ABSTAIN**

- c. Request for Town Tree Removal, attached hereto as Attachment H *(4-pages including application, picture, quote, and town map copy)* \*There is no stump grinding included due to it being over a concrete block.

**MOTION BY LIONEL HYNSON, SECONDED BY JOHN FREEMAN, TO APPROVE THE TREE REMOVAL AND QUOTE# 423 FOR \$450.00**

**MOTION CARRIED. VOTE: 5 AYES, 0 NAYS, 0 ABSTAIN**

X. Public Comment

Sean Mattingly-following up on getting a radar camera on 13 N.& High St. Neighbors agree that that speeding is really bad lately. Mayor Smith met the new troop commander at a social event, and he was receptive to a meeting with Mayor Smith, but just took over the 28<sup>th</sup> of June. Mayor Smith wanted to give him time to acclimate but will schedule a time very soon. He plans to address the speeding concerns in the meeting.

Sean Mattingly asked if we would be able to put “no parking” signs in certain areas of the town where the thin streets are?

Ayanna Khan-Flowers asked about the speed cameras, and wouldn’t that be a DELDOT situation and not a town situation? Mayor Smith plans to ask the new troop commander.

Ayanna Khan-Flowers commented that the tax reassessment deadline has passed in NCC and that last month the county said there was going to be an additional 17.3% property tax increase. Mayor Smith explained we only touch on Town of Odessa taxes.

Coffee with Kevin Hensley is tomorrow, 7/14/26

- XI. Next Meeting Date and Time: Next meeting of Mayor and Council will be Monday, August 3rd, at 7:00 PM.

XII. Adjournment

**MOTION BY LIONEL HYNSON, SECONDED BY JOHN FREEMAN, TO ADJOURN THE MEETING AT 7:44 PM.**

**MOTION CARRIED. VOTE: 5 AYES, 0 NAYS, 0 ABSTAIN**

Minutes Submitted: 7/16/2026

By: Megan Heck  
Town Secretary

Approved: \_\_\_\_\_