



**NEW CASTLE COUNTY COUNCIL**  
**Administrative-Finance Committee**  
**March 31, 2020 – 4:00 p.m.**  
**Virtual Zoom Webinar Meeting\*\***

**MINUTES**

**I. CALL TO ORDER:**

- The Administrative-Finance Committee meeting was called to order at 4:04 p.m. by Councilman Smiley. A roll call of Council Members was taken. Council Members Bell, Carter Cartier, Diller, Durham, Kilpatrick, Sheldon, Street, Tackett, Woods, President Hartley-Nagle were present. Councilman Hollins gave advance notice to the chair that he would be absent for this meeting.

**II. APPROVAL OF MINUTES:**

- Motion made by Councilman Cartier, seconded by Councilman Bell, to accept the 3/10/20 Administrative-Finance Committee Minutes. All in favor.

**III. RESOLUTIONS:**

**R20-062: AUTHORIZING THE COUNTY EXECUTIVE TO TRANSFER 80 ACRES OF LAND FROM THE SEWER CAPITAL FUND TO THE CAPITAL PROJECTS FUND FOR THE PURPOSE OF CONSTRUCTING A SOUTHERN REGIONAL PARK. Introduced by: Mr. Smiley, Mr. Cartier**

- Councilman Smiley read the Resolution and yielded the floor to Councilman Carter.
- Discussion and questions by Council.
- Tracy Surles, General Manager of Public Works, explained the resolution in detail.
- Public Comment –None

**IV. ORDINANCES:**

**°20-016: AMEND THE FY2020 APPROVED OPERATING BUDGET: TRANSFER \$10,000 FROM THE GRANTS AND FIXED CHARGES BUDGET LINE ITEM OF COUNTY COUNCIL TO MATERIAL AND SUPPLIES BUDGET LINE OF THE NEW CASTLE COUNTY DEPARTMENT OF PUBLIC WORKS. Introduced by: Mr. Smiley**

- Councilman Smiley read the Ordinance and explained.
- No Discussion by Council
- Public Comment - None

**SUBSTITUTE NO 1 TO °20-017: AMEND THE PAY PLANS AND RATES OF PAY FOR MEMBERS OF CERTAIN NEW CASTLE COUNTY BOARDS AND/OR COMMISSIONS. Introduced by: Ms. Hartley-Nagle, Ms. Durham**

- Councilman Smiley read the Ordinance. President Hartley-Nagle explained the ordinance.
- Discussion and questions by Council.
- Public Comment – None

**V. OTHER:**

- **Department of Finance – FY21 Budget Overview**
  - Michael Smith, CFO, presented to Council the overview of the FY21 Budget
  
- **Written Decision memorializing the decision of New Castle County Council to grant Eagle Hunt, LLC’s subdivision variance application appeal**
  - Councilman Smiley entered the Written Decision of the Eagle Hunt project into the record that was distributed to Council. A roll call vote was taken to verify the Council members vote the day of the hearing.
    - Bell – Absent – Correct
    - Carter – No – Correct
    - Cartier – Yes – Correct
    - Diller – Yes – Correct
    - Durham – Yes – Correct
    - Hartley Nagle – Yes – Correct
    - Hollins – No – Absent at the Finance Meeting
    - Kilpatrick – Yes – Correct
    - Sheldon – Yes – Correct
    - Smiley – Yes – Correct
    - Street – No – Correct
    - Tackett – No – Correct
    - Woods – No – Correct
  - This concludes the Appeal process

- **New Castle County Council Grant Requests/Community Events:**

| <b>Grant Applicant</b> | <b>Sponsor</b> | <b>Amount Approved</b>  | <b>Council Member Motion/Second</b> | <b>Vote</b>  |
|------------------------|----------------|---|-------------------------------------|--|
| Food Bank of Delaware  | Tackett        | \$2,400.<br>Tackett - \$500.<br>Carter - \$400.<br>Diller - \$500.<br>Cartier - \$200.<br>Kilpatrick \$200.<br>Sheldon - \$200.<br>Durham - \$200.<br>Bell - \$200. | Tackett/Kilpatrick                  | Yes –11<br>No – 0<br>Not Voting – 1 (Smiley)<br>Absent – 1 (Hollins) |

- Councilman Smiley made a motion, seconded by Councilwoman Kilpatrick, to extend the deadline to June 30, 2020 for follow-up grant reports. The motion was approved by roll call vote, 12 Yes 1 Absent (Hollins).
  
- **Expense & Revenue Round Table – None**
  
- **Comments by the County Executive Branch**
  - Susan Moore, Executive Office, made sure the council members received the COVID-19 updates regarding the departments and Boards and Commission will meet via Zoom.

- **Other**


- Councilman Smiley made a motion, seconded by Councilwoman Kilpatrick to dispense of the Budget Hearings for the Row offices, move the Department of Public Safety to April 20, 2020 Budget Hearing and the Department of Community Services to April 27, 2020 Budget Hearing, and to dispense with the May 4, 2020 Budget Hearing. Discussion on the motion took place. The motion was approved by roll call vote, 12 Yes, 1 Absent (Hollins).

**VI. PUBLIC COMMENT:** None

**VII. ADJOURNMENT:**

- Motion made by Councilwoman Kilpatrick, seconded by Councilman Cartier to adjourn the meeting. A roll call vote was taken, 12 Yes 1 Absent (Hollins). The meeting was adjourned at 4:51 p.m.

*A recording of the meeting is available upon request. Respectfully submitted by Christine H. Roberts, Legislative Aide.*

**\*\*In accordance with Governor Carney's recently issued *Proclamation*, coupled with the Governor's *Declaration of a State of Emergency*, New Castle County Council is holding this meeting as a telephone and video conference, utilizing  Webinar. The link to join the meeting via computer, smart device, or smart phone is: <https://zoom.us/j/377322142>**

**You may also call into the meeting (audio) using the following call in numbers: You may also call into the meeting (audio) using the following call in numbers: 1-312-626-6799 or +1-646-558-8656 or +1-346-248-7799 or +1-669-900-9128 or +1-253-215-8782 or +1-301-715-8592. Then enter the Webinar ID: 377 322 142.**

**Members of the public joining the meeting utilizing the link or the call-in number will be provided an opportunity to make comments in real time. A comment period will be administered by a moderator to ensure everyone has an opportunity to comment. You will not be able to speak until called upon by the moderator. There are functions in the program that allow you to do this. Please see the link in the previous paragraph.**

**Finally, if you would like to submit comments or questions on legislation that will be considered during the meeting, please feel free to send them to [Christine.Roberts@newcastlede.gov](mailto:Christine.Roberts@newcastlede.gov) All comments should be submitted by 3:30 pm on 3/31/2020.**