

**MINUTES**  
**Administrative Committee-Finance Committee**  
**May 22, 2018**

- I. Administrative-Finance Committee Co-chair George Smiley convened the Administrative-Finance Committee meeting at 1:30 p.m. on 5/22/18 in the 8th Floor Council Conference Room.
- II. Council members present were: Mr. Bell, Mr. Cartier, Ms. Diller, Ms. Hartley-Nagle, Mr. Hollins, Ms. Kilpatrick, Mr. Sheldon, Mr. Smiley, Mr. Street, Mr. Tackett, Mr. Weiner and Mr. Woods.
- III. Mr. Cartier made a motion to accept the minutes from the 5/8/18 Finance Committee Meeting. The motion was seconded by Ms. Diller and was the minutes were unanimously approved.

IV. Resolutions:

**R18-074: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR N. HARRIS COMPUTER CORPORATION FOR ADDITIONAL SOFTWARE LICENSE FOR THE CASHIERING SYSTEM FOR THE OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$25,000.00. Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley read the title and explained the details.
- The floor was opened to the public for comment and there was none.

**R18-075: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR WILMINGTON AREA PLANNING COUNCIL (WILMAPCO) TO PERFORM WORK NECESSARY TO INITIATE THE SOUTHERN NEW CASTLE COUNTY MASTER PLAN FOR THE DEPARTMENT OF LAND USE IN THE AMOUNT OF \$10,000.00. Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley read the title and explained the details.
- Rich Hall, Land Use General Manager, responded to Mr. Bell's question.
- The floor was opened to the public for comment and there was none.

**R18-076: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR WILMINGTON AREA PLANNING COUNCIL (WILMAPCO) TO PERFORM WORK NECESSARY TO INITIATE THE ROUTE 202 MASTER PLAN FOR THE DEPARTMENT OF LAND USE IN THE AMOUNT OF \$30,000.00. Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley read the title and explained the details.
- The floor was opened to the public for comment and there was none.

**R18-052: (STATUS: TABLED) ADOPTING THE NEW CASTLE COUNTY CAPITAL PROGRAM FOR FISCAL YEAR 2019 THROUGH 2024. Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley read the title and explained the details.
- The floor was opened to the public for comment and there was none.

V. Ordinances:

**°18-042: TO AMEND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE EMPLOYEES REPRESENTED BY DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES ("AFSCME"), AFFILIATE LOCAL 459, AND CHANGE THE TITLES OF SPECIAL SERVICES SPECIALIST I AND SPECIAL SERVICES SPECIALIST II TO COMMUNITY SERVICES SPECIALIST I AND COMMUNITY SERVICES SPECIALIST II. Introduced by: Ms. Hartley-Nagle**

- Mr. Smiley read the title.
- Ms. Hartley-Nagle called on the administration to explain the ordinance.
- Tracy Surles, Acting Public Works General Manager, explained the ordinance and responded to Council Members' questions.
- The floor was opened to the public for comment and there was none.

**°18-046: APPROPRIATE \$250,000 FROM THE GARSTIN TRUST PORTFOLIO TO THE GARSTIN TRUST FUND IN ORDER TO FUND PARK MAINTENANCE FOR FISCAL YEAR 2019, TO BE ADMINISTERED BY THE DEPARTMENT OF PUBLIC WORKS. Introduced by: Mr. Sheldon, Mr. Powers**

- Mr. Smiley read the title.
- Mr. Sheldon explained the ordinance.
- The floor was opened to the public for comment and there was none.

**°18-050: TO AMEND NEW CASTLE COUNTY CODE CHAPTER 2 (“ADMINISTRATION”), SECTION 2.03.004 (“FEES FOR RECORDER OF DEEDS”) RELATING TO CERTAIN CHANGES TO FEES OF THE OFFICE OF THE RECORDER OF DEEDS. Introduced by: Mr. Sheldon**

- Mr. Smiley read the title.
- Mr. Sheldon gave a power point presentation explaining the ordinance.
- The floor was open to Council Members for comment - Mr. Cartier, Mr. Hollins, Mr. Weiner and Ms. Hartley-Nagle commented on the ordinance.
- The floor was open to the public for comment. The following members of the public spoke – Bob Weir, Michael Morehart, Terry McGuire, Kevin Jornlin, Tom Collins

**°18-051: TO AMEND NEW CASTLE COUNTY CODE CHAPTER 14 (“FINANCE AND TAXATION”), ARTICLE 1 (“IN GENERAL”) RELATING TO A LIBRARY RESERVE ACCOUNT. Introduced by: Mr. Woods, Mr. Smiley**

- Mr. Smiley read the title.
- Mr. Woods explained the ordinance.
- The floor was opened to the public for comment and there was none.

**°18-052: TO AMEND NEW CASTLE COUNTY CODE CHAPTER 14 (“FINANCE AND TAXATION”), ARTICLE 10 (“REAL PROPERTY TRANSFER TAX”), SECTION 14.10.012 (“USE OF TRANSFER TAX REVENUES”) REGARDING REAL PROPERTY TAXES. Introduced by: Mr. Smiley**

- Mr. Smiley read the title and explained the ordinance.
- The floor was opened to the public for comment and there was none.

**°18-024: (STATUS: TABLED) THE ANNUAL REVENUE ORDINANCE OF NEW CASTLE COUNTY FOR FISCAL YEAR 2019 BEGINNING JULY 1, 2018. Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley read the title and explained the ordinance.
- The floor was opened to the public and Mr. Leon Tucker read a statement.

**°18-025: (STATUS: TABLED) CALCULATION OF SEWER SERVICE CHARGES EFFECTIVE JULY 1, 2018 FOR FISCAL YEAR 2019. Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley read the title and explained the ordinance.
- Mr. Cartier noted that this ordinance will increase sewer fees by 12%.
- The floor was opened to the public for comment and there was none.

**°18-026: (STATUS: TABLED) AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF NEW CASTLE COUNTY FOR THE PURPOSE OF FINANCING CERTAIN CAPITAL PROJECTS APPROVED IN THE FISCAL YEAR 2019 CAPITAL BUDGET. Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley read the title and explained the ordinance.
- Mr. Bell expressed concerns over the capital programs.
- The floor was opened to the public for comment and there was none.

**°18-027: (STATUS: TABLED) THE CAPITAL BUDGET ORDINANCE OF NEW CASTLE COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2018. Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley read the title and explained the ordinance.
- The floor was opened to the public for comment and there was none.

**°18-028: (STATUS: TABLED) ADOPT THE ANNUAL OPERATING BUDGET OF NEW CASTLE COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2018. Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley read the title and explained the ordinance.
- The floor was opened to the public. Mr. Chris Shetzler and Mr. Scott Sauer spoke.

VI. Item J, Item K & Item L – None

VII. Other Business –

• **New Castle County Council Grant Request/Community Events**

<b>Grant Applicant</b>	<b>Sponsor</b>	<b>Amount Approved</b>	<b>Council Member Motion/Second</b>	<b>Vote</b>
Western District Advisory Council	Cartier	<b>\$2,500</b> - Cartier- \$2,500	Cartuer/Kilpatrick	Yes – 10 No – 0 Not Voting – 1 (Smiley)
NCC 4H-Livestock Classic	Power	<b>\$1,000</b> - Powers - \$1000	Kilpatrick/ Diller	Yes – 10 No – 0 Not Voting – 1 (Smiley)
Warriors Helping Warriors, Inc.	Powers	<b>\$2,500</b> -Powers - \$2500	Kilpatrick/Diller	Yes – 10 No – 0 Not Voting – 1 (Smiley)
Brandywine Village Civic Association	Hollins	<b>\$2,500</b> - Hollins - \$2500	Hollins/Cartier	Yes – 10 No – 0 Not Voting – 1 (Smiley)
Old Brandywine Village, Inc.	Hollins	<b>\$500</b> -Hollins - \$500	Hollins/Kilpatrick	Yes – 10 No – 0 Not Voting – 1 (Smiley)
Shipley Heights Neighborhood Association	Cartier	<b>\$500</b> -Cartier - \$500	Cartier/Diller	Yes – 10 No – 0 Not Voting – 1 (Smiley)

• **Expense & Revenue Round Table**

- No items were brought forth.

• **Comments by the Executive Office**

- Brian Boyle, Policy Director, made a comment on the proposed FY19 Budget.

• **Other –**

- Mr. Street requested that future committee meetings with a large amount of public in attendance be moved to Council Chambers.

VIII. Public Comment – None

IX. Ms. Diller made a motion to adjourn, seconded by Ms. Kilpatrick and unanimously approved. The meeting was adjourned at 2:45 PM.

*A recording of the meeting is available upon request. Respectfully submitted by Tara Finnigan, Legislative Aide to Administrative-Finance Committee Co-Chair George Smiley.*