

AMENDED MINUTES
Administrative Committee-Finance Committee
July 10, 2018

- I. Administrative-Finance Committee Co-chair John Cartier convened the Administrative-Finance Committee meeting at 1:30 p.m. on 7/10/18 in the 8th Floor Council Conference Room.
- II. Council members present were: Mr. Bell, Mr. Cartier, Ms. Diller, Mr. Hollins, Ms. Kilpatrick, Mr. Powers, Mr. Sheldon, Mr. Smiley, Mr. Street, Mr. Weiner, Mr. Woods, and Ms. Hartley-Nagle
- Absent was: Mr. Tackett.
- III. Mr. Smiley made a motion to accept the minutes from the 6/26/2018 meeting of the Administrative-Finance Committee. Ms. Kilpatrick seconded the motion and the motion passed unanimously.
- IV. Discussion of Resolutions & Ordinances

Resolutions:

R18-100: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR HABITAT FOR HUMANITY OF NEW CASTLE COUNTY, INC. FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$250,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution and Carrie Casey, Community Services Manager, explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

R18-101: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR IRON MOUNTAIN RECORDS MANAGEMENT, INC. FOR RECORDS STORAGE FOR THE OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$45,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution and Mike Hojnicky, Chief of Administrative Services, explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

R18-102: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR NEW CASTLE CONSERVATION DISTRICT FOR PAYMENT OF ANNUAL APPROPRIATIONS FOR THE DEPARTMENT OF PUBLIC WORKS IN THE AMOUNT OF \$75,000.00. Introduced by: Mr. Smiley, Mr. Cartier=

- Mr. Cartier read the resolution and Tracy Surles, GM of Public Works, explained it.
- There was no discussion
- The floor was opened to the public for comment, of which there was none.

R18-103: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR ONE CALL CONCEPTS, INC. FOR UTILITY LOCATION REQUESTS FOR THE DEPARTMENT OF PUBLIC WORKS IN THE AMOUNT OF \$37,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution and explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

R18-104: AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE A FINANCING AGREEMENT WITH THE DELAWARE WATER POLLUTION CONTROL REVOLVING FUND, ACTING BY AND THROUGH THE DELAWARE DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL, IN AN AMOUNT NOT TO EXCEED \$835,000, TO FUND THE RETROFIT OF THE MORNINGSIDE, HUNTERS RIDGE AND PERCH CREEK STORMWATER BASINS; PROVIDING FOR THE PURCHASE OF THE BOND; AND AUTHORIZING THE EXECUTION OF VARIOUS DOCUMENTS IN CONNECTION THEREWITH. Introduced by: Mr. Sheldon, Mr. Powers

- Mr. Cartier read the resolution and Mr. Sheldon explained it.
- There was brief discussion.
- The floor was opened to the public for comment, of which there was none.

Ordinances:

18-071: TO AMEND NEW CASTLE COUNTY CODE CHAPTER 14 (“FINANCE AND TAXATION”) TO IMPLEMENT A NEW CASTLE COUNTY ACCOMMODATION TAX FOR HOTEL, MOTEL, AND TOURIST HOME STAYS. Introduced by: Mr. Smiley, Mr. Cartier, Mr. Sheldon

- Mr. Cartier read the ordinance and David Gregor, CFO, explained it.
- There was brief discussion.
- The floor was opened to the public for comment, of which there was none.

18-072: AMEND THE GRANTS BUDGET: APPROPRIATE FUNDING FROM NEW CASTLE COUNTY COUNCIL TO THE SENIOR HOME REPAIR PROGRAM GRANT, WHICH IS ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES. Introduced by: Mr. Tackett

- Mr. Cartier read the ordinance and Mr. Smiley explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

18-073: AMEND THE FY2018 APPROVED OPERATING BUDGET: REDUCE THE GRANTS AND FIXED CHARGES BUDGET LINE ITEM OF COUNTY COUNCIL TO PROVIDE FUNDING FOR THE SENIOR HOME REPAIR PROGRAM GRANT. Introduced by: Mr. Tackett

- Mr. Cartier read the ordinance and explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none

V. Item J, Item K & Item L – None.

VI. Other Business –

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

GRANT APPLICANT	AMOUNT REQUESTED/ AMOUNT PROPOSED	INTENDED USE OF GRANT	Standard Accounting Practices/Non-Discrimination Policy	PRIOR COUNCIL GRANTS IN CURRENT FISCAL YEAR	COUNCIL MEMBER/ MOTION/ SECOND
New Castle Public Library	\$1,000/\$2,500***	Summer Reading Program.	Yes/Yes	No	Bell/ Kilpatrick
Chesapeake Meadow Maintenance Corp	\$750/\$750	Keep pond area up to standards.	Yes/No	No	Powers/ Kilpatrick
Dickerson Farm Service Corp.	\$700/\$700	Purchase park benches.	Yes/No	No	Powers/ Kilpatrick
Brick Mill Farm HOA	\$2,500/\$2,500	Flower bed around gazebo and wheel chair ramp.	Yes/No	No	Powers/ Bell
Fox Hunter Crossing	\$1,000/\$1,000	Lights at community entrance signs.	Yes/No	No	Powers/ Bell
August Quarterly	\$2,500/\$2,500 \$1,250-Street \$1,250-Hollins	Operational costs.	Yes/Yes	No	Street/ Kilpatrick
Sellers Senior Center	\$1,120/\$1,120 \$560-Cartier \$560-Weiner	Costs associated with new signage.	Yes/Yes	No	Cartier/ Kilpatrick
Faith Victory Christian Center	\$2,500/\$**	Back pack drive.	Yes/Yes	No	Hartley- Nagle/Smiley/ Kilpatrick
Friends of the Newark Free Library	\$2,500/\$2,500 \$2,000-Diller \$500-Kilpatrick	Book reading house.	Yes/Yes	No	Diller/ Kilpatrick
Friendship House, Inc.	\$1,500/\$1,500 \$1,000-Diller \$500-Kilpatrick	Job readiness program.	Yes/Yes	No	Diller/ Kilpatrick

*No Council Member initial or date.

**No proposed amount. Mr. Smiley made a motion to approve an amount “up to” \$2,500, pending approval by the sponsor. The motion was seconded by Ms. Kilpatrick and passed unanimously.

*****Mr. Bell made a motion to suspend the rules and exceed the amount requested, which was seconded by Ms. Kilpatrick and passed unanimously.**

Amounts highlighted in yellow are final totals.

Council Members Present for Vote

- Bell
- Cartier
- Diller
- Hartley-Nagle
- Hollins
- Kilpatrick
- Powers
- Sheldon
- Smiley
- Street
- Tackett
- Weiner
- Woods

Vote Count

Yes	10	10	10	10	10	10	10	10	10	10
No	0	0	0	0	0	0	0	0	0	0
Not Votin	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)
Absent	2	2	2	2	2	2	2	2	2	2

- Mr. Cartier Explained an ongoing issue with rat abatement and the elimination of funding for the is program by the State of Delaware. Mr. Smiley made a motion to transfer whatever amount of money Council members want to give to the department of Land Use to fund this program in the short term. The motion was seconded by Ms. Kilpatrick and passed unanimously. There was some discussion.

David Gregor, CFO, made Council aware that the County Executive will be funding the rat abatement program, at which time Mr. Smiley motioned to withdraw his previous motion in order to allow the administration to handle this issue. The motion was seconded by Ms. Kilpatrick.

- **Expense & Revenue Round Table-**
- **Comments by Executive Office-**
 - o Brian Boyle, Policy Director for the administration, spoke about setting up car charging stations at the Government Center.
 - o There was brief discussion.
- **Other-** None.

VII. Mr. Smiley made a motion to adjourn, seconded by Ms. Kilpatrick. The meeting was adjourned at 2:08 PM.

A recording of the meeting is available upon request. Respectfully submitted by Brian Holajter, Legislative Aide to Administrative-Finance Committee Co-Chair John Cartier.