

MINUTES
Administrative Committee-Finance Committee
October 9, 2018

- I. Administrative-Finance Committee Co-chair John Cartier convened the Administrative-Finance Committee meeting at 1:33 on 10/9/2018 in the 8th floor Council Conference Room.
- II. Council Members Present were: Mr. Bell, Mr. Cartier, Ms. Diller, Ms. Hartley-Nagle (2 PM) Mr. Hollins, Ms. Kilpatrick, Mr. Sheldon, Mr. Smiley, Mr. Tackett, Mr. Weiner and Mr. Woods
- III. Once a quorum was established, Mr. Cartier entertained a motion to approve the 9/25/18 Minutes. The motion was made by Mr. Smiley and seconded by Ms. Kilpatrick. The minutes were unanimously approved.
- IV. Resolutions:

R18-160: AMEND THE FY 2019 CAPITAL PROGRAM: INCREASE APPROPRIATIONS AND BOND AUTHORIZATIONS BY \$8,000,000 FOR THE DEPARTMENT OF PUBLIC WORKS, CHRISTINA RIVER FORCE MAIN CAPITAL PROJECT Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the title and explained the Resolution
- Jason Zurn of Public works explained the way the line of credit will work

R18-161: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR ARC OF DELAWARE FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$80,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the title and explained the Resolution
- Carrie Casey spoke on behalf of the county and said the project should take 1 year

R18-162: 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. Cartier read the title and explained the Resolution

R18-163: 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 \$20,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the title and explained the legislation
- Public Comment: Dave Carter

R18-164: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR DOCUMENT TECHNOLOGY SYSTEMS FOR ANNUAL MAINTENANCE CONTRACT FOR RECORDER OF DEEDS TRAKRECORD SOFTWARE FOR THE OFFICE

OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$53,000.00

Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the title and explained the legislation
- Mike Hojnicky spoke on behalf of Recorder of Deeds

R18-165: AMEND THE FY2019 CAPITAL PROGRAM: APPROPRIATE \$71,700 FROM THE RECORDER OF DEEDS OFFICE TECHNOLOGY FEE ACCOUNT TO THE DEPARTMENT OF ADMINISTRATION, INFORMATION SYSTEMS EXPANSION II CAPITAL PROJECT Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the title and explained the legislation
- Mike Hojnicky spoke on behalf of Recorder of Deeds

R18-166: 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 \$8,000,000, TO FUND CHRISTINA RIVER FORCE MAIN EMERGENCY REPAIRS AND THE EXPANDED SCOPE TO MITIGATE THE RISK OF A BYPASS FAILURE; PROVIDING FOR THE PURCHASE OF THE BOND; AND AUTHORIZING THE EXECUTION OF VARIOUS DOCUMENTS IN CONNECTION THEREWITH Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the title and explained the legislation
- Jason Zurn of Public Works spoke

R18-167: AMEND THE FY2019 CAPITAL PROGRAM: APPROPRIATE \$2,300 IN STATE OF DELAWARE, DEPARTMENT OF TRANSPORTATION (DELDOT) FUNDING TOWARDS THE DEPARTMENT OF PUBLIC WORKS, GENERAL PARKLAND IMPROVEMENTS CAPITAL PROJECT Introduced by: Mr. Sheldon, Mr. Powers

- Mr. Cartier read the title
- Mr. Sheldon explained the resolution and noted it will be paired with O18-099

R18-141: (STATUS: TABLED) AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR DIAMOND STATE C-L-T, INC. FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$50,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Will remain on the table

V. Ordinances:

18-096: AUTHORIZING THE ISSUANCE OF \$8,000,000 IN GENERAL OBLIGATION BONDS OF NEW CASTLE COUNTY FOR THE DEPARTMENT OF PUBLIC WORKS,

CHRISTINA RIVER FORCE MAIN CAPITAL PROJECT Introduced by: Mr. Smiley, Mr. Cartier

- This piece of legislation is to be paired with R18-160

18-097: AMEND THE CAPITAL BUDGET: INCREASE APPROPRIATIONS \$8,000,000 FOR THE DEPARTMENT OF PUBLIC WORKS, CHRISTINA RIVER FORCE MAIN CAPITAL PROJECT Introduced by: Mr. Smiley, Mr. Cartier

- This piece of legislation is to be paired with R18-167

18-098: AMEND THE FY2019 CAPITAL BUDGET: APPROPRIATE \$71,700 FROM THE RECORDER OF DEEDS TECHNOLOGY FEE ACCOUNT TO THE DEPARTMENT OF ADMINISTRATION, INFORMATION SYSTEMS EXPANSION II CAPITAL PROJECT Introduced by: Mr. Smiley, Mr. Cartier

- This piece of legislation is to be paired with R18-165

18-099: AMEND THE FY2019 CAPITAL BUDGET: APPROPRIATE \$2,300 IN STATE OF DELAWARE, DEPARTMENT OF TRANSPORTATION (DELDOT) FUNDING TOWARDS THE DEPARTMENT OF PUBLIC WORKS, GENERAL PARKLAND IMPROVEMENTS CAPITAL PROJECT Introduced by: Mr. Sheldon, Mr. Powers

- This piece of legislation is to be paired with R18-167

18-100: TO AMEND *NEW CASTLE COUNTY CODE* CHAPTER 26 (“HUMAN RESOURCES”) ARTICLE 3 (“OTHER POST-EMPLOYMENT BENEFITS TRUST FUND”) REGARDING ADMINISTRATIVE ISSUES Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the title
- David Gregor of the office of finance spoke and explained that this will replace a position that was eliminated in the last budget and will now allow the CFO to pick a member of the OPEB board

18-094: (STATUS: TABLED) TO AMEND *NEW CASTLE COUNTY CODE* CHAPTER 2 (“ADMINISTRATION”), ARTICLE 2 (“COUNTY COUNCIL”) TO REQUIRE PUBLIC ACCESS TO NEW CASTLE COUNTY COUNCIL MEETINGS BY WAY OF CERTAIN AUDIO AND VIDEO SYSTEMS Introduced by: Mr. Weiner

- Mr. Cartier read the title

- Mr. Weiner announced his intention to raise this piece of legislation from the table and gave updated estimates on cost

18-095 (STATUS: TABLED) TO AMEND NEW CASTLE COUNTY CODE CHAPTER 2 “ADMINISTRATION”), ARTICLE 4 (“BOARDS, COMMITTEES AND COMMISSIONS”), DIVISION 2.04.000. (“GENERALLY”) TO REQUIRE CERTAIN NEW CASTLE COUNTY BOARDS TO PROVIDE PUBLIC ACCESS TO PUBLIC MEETINGS BY WAY OF CERTAIN AUDIO AND VIDEO SYSTEMS Introduced by: Mr. Weiner

- Mr. Cartier read the title
- Mr. Weiner announced his intention to raise this piece of legislation from the table and gave updated estimates on cost
- Members of council voiced concern expressed to them by certain members of boards and commissions

VI. Grants:

Ncc Cooperative extension 4H	Powers	\$1000	Moved by: Kilpatrick, Seconded: Sheldon
NCC Livestock Classic 4H	Powers	\$1500	Moved by: Kilpatrick, Seconded: Sheldon
Wedgewoods Swim Club	Woods	\$1000	Moved by: Woods, Seconded: Sheldon
New Life Christian Center	Street	\$2500	Moved by: Smiley, Seconded: Sheldon
Hockessin Glen Maint Corp	Kilpatrick	\$2115	Moved by: Kilpatrick, Seconded: Sheldon

All votes were 10-0-1 with councilman Smiley voting present