

MINUTES
Administrative Committee-Finance Committee
June 26, 2018

- I. Administrative-Finance Committee Co-chair George Smiley convened the Administrative-Finance Committee meeting at 1:32 p.m. on 6/26/18 in the 8th Floor Council Conference Room.
- II. Council members present were: Mr. Cartier, Ms. Diller, Mr. Hollins, Ms. Kilpatrick, Mr. Sheldon, Mr. Smiley, Mr. Street, Mr. Woods, Mr. Bell, Ms. Hartley-Nagle and Mr. Tackett.
- III. Mr. Cartier made a motion to accept the minutes from the 6/12/18 Finance Committee Meeting. The motion was seconded by Ms. Kilpatrick and the minutes were unanimously approved.

IV. Resolutions:

R18-085: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR CORBIT CALLOWAY MEMORIAL LIBRARY FOR LIBRARY SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$195,721.00. Introduced by: Mr. Bell, Mr. Smiley, Mr. Cartier

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

R18-086: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR DELAWARE CITY PUBLIC LIBRARY FOR LIBRARY SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$194,996.00. Introduced by: Mr. Bell, Mr. Smiley, Mr. Cartier

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

R18-087: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR NEW CASTLE PUBLIC LIBRARY FOR LIBRARY SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$376,102.00. Introduced by: Mr. Bell, Mr. Smiley, Mr. Cartier

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

R18-088: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR WILMINGTON INSTITUTE LIBRARY (MAIN AND NORTH BRANCH) FOR LIBRARY SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICE IN THE AMOUNT OF \$1,641,154.00. Introduced by: Mr. Hollins, Mr. Smiley, Mr. Cartier

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

R18-089: AUTHORIZING THE EXECUTION OF ONE BLANKET PURCHASE ORDER CONTRACT FOR DELAWARE HEALTH AND SOCIAL SERVICES, DIVISION OF PUBLIC HEALTH/OAW FOR DOG CONTROL SERVICES FOR THE DEPARTMENT OF PUBLIC SAFETY IN THE AMOUNT OF \$1,575,665.40. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the resolution. Mr. Smiley noted that there currently are two bills tabled in the State Senate with no additional cost to the County in 2019 and 2020.
- The floor was opened to the public for comment and there was none.

R18-090: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR RAVE WIRELESS, INC. FOR LICENSING ASSOCIATED WITH THE RAVE MOBILITY PANIC BUTTON FOR THE DEPARTMENT OF PUBLIC SAFETY IN THE AMOUNT OF \$200,000.00. Introduced by: Mr. Smiley, Mr. Cartier

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

R18-091: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR THE STATE OF DELAWARE DIVISION OF COMMUNICATIONS FOR YEARLY MAINTENANCE CONTRACT FOR VOLUNTEER FIRE SERVICE HIGH-BAND PAGING SYSTEM FOR THE DEPARTMENT OF PUBLIC SAFETY IN THE AMOUNT OF \$63,156.28. Introduced by: Mr. Smiley, Mr. Cartier

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

R18-092: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR CSG CONSULTANTS, INC. TO REVIEW AND ASSESS THE EXISTING PRACTICES OF THE CODE ENFORCEMENT UNIT FOR THE DEPARTMENT OF LAND USE IN THE AMOUNT OF \$27,500.00. Introduced by: Mr. Smiley, Mr. Cartier

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

R18-093: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR WILMINGTON AREA PLANNING COUNCIL (WILMAPCO) TO FUND NEW CASTLE COUNTY'S SHARE OF THE WILMINGTON AREA PLANNING COUNCIL (WILMAPCO) FOR FY2019 FOR THE DEPARTMENT OF LAND USE IN THE AMOUNT OF \$31,500.00. Introduced by: Mr. Smiley, Mr. Cartier

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

R18-094: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR N. HARRIS COMPUTER CORPORATION FOR RENEWAL OF ANNUAL SOFTWARE MAINTENANCE OF CASHIERING SOFTWARE FOR THE OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$44,287.83. Introduced by: Mr. Smiley, Mr. Cartier

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

R18-095: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR COGSDALE CORPORATION FOR THE RENEWAL OF ANNUAL COMPUTER SOFTWARE MAINTENANCE FOR THE OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$220,135.36. Introduced by: Mr. Smiley, Mr. Cartier

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

R18-096: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR MANATRON, INC. FOR ANNUAL SOFTWARE MAINTENANCE AND SUPPORT FOR THE SIGMA SYSTEMS FOR THE OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$35,535.60. Introduced by: Mr. Smiley, Mr. Cartier

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

R18-098: AUTHORIZING THE NEW CASTLE COUNTY EXECUTIVE TO EXECUTE A GUARANTEE AGREEMENT FOR THE CONSTRUCTION OF AN INDOOR TENNIS FACILITY AT DELCASTLE PARK. Introduced by: Mr. Smiley

- Mr. Smiley read the title and explained the resolution.
- Tracy Surles, Acting General Manager of Public Works, provided additional information and responded to questions.
- The floor was opened to the public for comment and there was none.

R18-099: 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 \$1,703,000, TO FUND THE

CONSTRUCTION OF IMPROVEMENTS TO SEWER CAPACITY IN THE AREA JUST SOUTH OF NEWARK; PROVIDING FOR THE PURCHASE OF THE BOND; AND AUTHORIZING THE EXECUTION OF VARIOUS DOCUMENTS IN CONNECTION THEREWITH. Introduced by: Ms. Diller, Mr. Tackett

- Mr. Smiley read the title.
- Ms. Diller explained the resolution.
- Tracy Surlis, Acting General Manager of Public Works, responded to council members' questions.
- The floor was opened to the public for comment and there was none.

V. Ordinances:

°18-062: TO AMEND *NEW CASTLE COUNTY CODE* CHAPTER 14 (“FINANCE AND TAXATION”) REGARDING THE RECOUPMENT OF COLLECTION FEES FOR DELINQUENT TAXES AND SEWER SERVICE CHARGES. Introduced by: Ms. Diller

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

°18-063: AMEND THE GRANTS BUDGET: APPROPRIATE FUNDING FROM NEW CASTLE COUNTY COUNCIL TO THE COMMUNITY OUTREACH PROGRAM GRANT, WHICH IS ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES Introduced by: Mr. Street

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

°18-064: AMEND THE FY2018 APPROVED OPERATING BUDGET: REDUCE THE GRANTS AND FIXED CHARGES BUDGET LINE ITEM OF COUNTY COUNCIL TO PROVIDE FUNDING FOR THE COMMUNITY OUTREACH PROGRAM. Introduced by: Mr. Street

- Mr. Smiley read the title.
- Mr. Street explained the ordinance and noted this is the companion legislation to Ordinance 18-063.
- The floor was opened to the public for comment and there was none.

°18-065: AMEND THE GRANTS BUDGET: APPROPRIATE \$164,300 IN ANTICIPATED STATE OF DELAWARE GRANT-IN-AID FUNDS TO THE ABSALOM JONES SENIOR CENTER FY2019, WHICH WILL BE ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES. Introduced by: Mr. Hollins, Ms. Diller

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

°18-066: AMEND THE GRANTS BUDGET: APPROPRIATE \$200,125.54 IN ACTUAL PROGRAM INCOME TO THE HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) FY2015 GRANT TO BE ADMINISTERED BY THE NEW CASTLE COUNTY DEPARTMENT OF COMMUNITY SERVICES. Introduced by: Mr. Hollins, Ms. Diller

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

VI. Other:

- **CFO Checkbook Presentation.**
 - David Gregor, Acting CFO, gave the checkbook presentation and responded to Council Members' questions. Handouts were provided to Council Members.
- **New Castle County Council Grant Requests/Community Events – None**

- **Expense & Revenue Round Table**

- Mr. Smiley provided an update on the Joint Finance Committee's meeting in regards to paramedic funding and provided an update on the status of several bills (HB 377 and HB 380).
 - Mr. Hollins commented on the County's success in Dover this year and thanked Mr. Smiley for his efforts.

- **Comments by the Executive Office - None**

- **Other –**

- Ms. Hartley-Nagle discussed R18-098 and noted she was late but had a number of questions.
 - Tracy Surles, Acting General Manager of Public Works, responded to her questions and offered to meet with Ms. Hartley-Nagle after the meeting.
- Mr. Street discussed the shooting that occurred in Belvedere and suggested that County offer a \$20,000 reward for an arrest and noted that this will be discussed at the next Public Safety Committee meeting.
- Mr. Street also commented on the separation of the children at the U.S. borders.

VIII. Public Comment – None

IX. Ms. Kilpatrick made a motion to adjourn, seconded by Mr. Tackett and unanimously approved. The meeting was adjourned at 3:11 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.