



**NEW CASTLE COUNTY COUNCIL**  
**Administrative-Finance Committee**  
**July 27, 2021– 5:00 p.m.**  
**\*Virtual Zoom Webinar Meeting\***  
**And in the City/County Chambers**

**MINUTES**

**I. MEETING CALL TO ORDER:**

- The Administrative-Finance Committee Meeting was called to order at 5:00 p.m., by Councilman Smiley. A roll call of Council Members was taken. Council Members Bell, Carter, Cartier, Durham, Hollins, Kilpatrick, Sheldon, Street, Tackett, and Woods were present. President Hartley-Nagle and Ms. Diller sent an advance notice that they would be absent.

**II. APPROVAL OF MINUTES:**

- Motion made by Councilwoman Kilpatrick, seconded by Councilman Cartier, to accept the July 13, 2021 Administrative-Finance Committee Minutes. All in favor.

**III. RESOLUTIONS:**

**R21-135:** AMEND THE FY2021 CAPITAL PROGRAM: ADDING THE REASSESSMENT 2024 CAPITAL PROJECT IN THE DEPARTMENT OF ADMINISTRATION. Introduced by: Mr. Smiley, Mr. Cartier

- Mr.. Smiley read the title.
- No discussion from Council.
- No Public Comment.

**R21-136:** AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH THE CORBIT CALLOWAY MEMORIAL LIBRARY TO PROVIDE LIBRARY SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF LIBRARIES IN THE AMOUNT OF \$201,593.00. Introduced by: Mr. Bell, Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title.
- Mr. Bell stated per title.
- No discussion from Council.
- No Public Comment.

**R21-137:** AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH THE DELAWARE CITY LIBRARY TO PROVIDE LIBRARY SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF LIBRARIES IN THE AMOUNT OF \$200,846.00. Introduced by: Mr. Bell, Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title.
- Mr. Bell stated per title.
- No discussion from Council.
- No Public Comment.

**R21-138:** AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH THE NEW CASTLE PUBLIC LIBRARY TO PROVIDE LIBRARY SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF

LIBRARIES IN THE AMOUNT OF \$387,385.00. Introduced by: Mr. Bell, Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title.
- Mr. Bell stated per title.
- No discussion from Council.
- No Public Comment.

[R21-139](#): AMEND THE FY2022 CAPITAL PROGRAM: APPROPRIATE \$50,000 FROM THE RECORDER OF DEEDS TECHNOLOGY FEE ACCOUNT TO THE DEPARTMENT OF ADMINISTRATION, RECORDER OF DEEDS HOA PORTAL CAPITAL PROJECT. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read and explained the Resolution.
- No discussion from Council.
- No Public Comment.

[R21-140](#): AMEND THE FY2022 CAPITAL PROGRAM: APPROPRIATE \$50,000 FROM THE REGISTER OF WILLS TECHNOLOGY FEE ACCOUNT TO THE DEPARTMENT OF ADMINISTRATION, REGISTER OF WILLS SYSTEM CAPITAL PROJECT. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read and explained the Resolution.
- No discussion from Council.
- No Public Comment.

[R21-141](#): TO AMEND NEW CASTLE COUNTY COUNCIL PROCEDURAL RULE 8.1.9 REGARDING COUNCIL MEETING PARTICIPATION. Introduced by: Ms. Durham

- Mr. Smiley read the title.
- Ms. Durham explained the Resolution.
- No discussion from Council.
- No Public Comment.

#### **IV. ORDINANCE(S):**

[°21-085](#): AMEND THE GRANTS BUDGET: APPROPRIATE \$72,461.96 IN ACTUAL PROGRAM INCOME TO THE INNOVATIVE DEVELOPMENT EMPOWERMENT AREA (IDEA) HOMEBUYER/HOMEOWNER REHAB GRANT, WHICH IS ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING. Introduced by: Mr. Hollins, Ms. Diller

- Mr. Smiley read the Ordinance.
- Mr. Hollins explained the Ordinance.
- No discussion from Council.
- No Public Comment.

[°21-086](#): AMEND THE GRANTS BUDGET: APPROPRIATE AN ADDITIONAL \$35,681 FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT TO THE COMMUNITY DEVELOPMENT BLOCK GRANT FY2022, WHICH WILL BE ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING. Introduced by: Mr. Hollins, Ms. Diller

- Mr. Smiley read the Ordinance.
- Mr. Hollins explained the Ordinance.
- No discussion from Council.
- No Public Comment.

°21-087: AMEND THE FY2022 CAPITAL BUDGET: APPROPRIATE \$50,000 FROM THE RECORDER OF DEEDS TECHNOLOGY FEE ACCOUNT TO THE DEPARTMENT OF ADMINISTRATION, RECORDER OF DEEDS HOA PORTAL CAPITAL PROJECT. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read and explained the Ordinance.
- No discussion from Council.
- No Public Comment.

°21-088: AMEND THE FY2022 CAPITAL BUDGET: APPROPRIATE \$50,000 FROM THE REGISTER OF WILLS TECHNOLOGY FEE ACCOUNT TO THE DEPARTMENT OF ADMINISTRATION, REGISTER OF WILLS SYSTEM CAPITAL PROJECT. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read and explained the Ordinance.
- No discussion from Council.
- No Public Comment.

**IV. OTHER:**

- 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>
ShIPLEY Heights Neighborhood Association	Cartier	\$2,500	Cartier/Kilpatrick	Yes – 11 Absent – 2 Not Voting -
Ridgewood Civic Association	Cartier	\$2,000	Cartier/Kilpatrick	Yes – 11 Absent – 2 Not Voting -
Kappa Mainstream Leadership, Inc.	Street/Bell	\$1000 Street – 500 Bell – 500	Street/Kilpatrick	Yes – 11 Absent – 2 Not Voting -
Child Inc.	Tackett	\$750	Tackett/Kilpatrick	Yes – 11 Absent – 2 Not Voting -
Roseville Park Civic Association	Sheldon	\$1,100	Sheldon/Tackett	Yes – 11 Absent – 2 Not Voting - 1
Arundel Civic Association	Sheldon	\$1,500	Sheldon/Woods	Yes – 11 Absent – 2 Not Voting - 1
Autism Delaware	Cartier	This grant was tabled.		
Civic Association of Belvedere and Vicinity, Inc.	Woods	\$2,000 Woods - \$1500 Street - \$500	Woods/Sheldon	Yes – 11 Absent – 2 Not Voting -

United Way of Delaware, Inc.	Woods	\$2,500 Woods - \$1,500 Kilpatrick - \$500. Bell - \$500.	Woods/Kilpatrick	Yes – 10 Absent – 2 Not Voting - 2
The Global Ripple Effect Project, Inc.	Hartley-Nagle	\$2,500	Tackett/Kilpatrick	Yes – 11 Absent – 2 Not Voting - 1
Western District Advisory Council/ Tools 4 School	Street	*\$500	Cartier/Bell	Yes – 11 Absent – 2 Not Voting -
New Castle Prevention Coalition	Street	\$1,410	Street/Kilpatrick	Yes – 11 Absent – 2 Not Voting -

\*Motion was made to use the unused expenditure funds from the National Night Out.

- Expense & Revenue Round Table
  - None
- Presentation by Michael Hojnicky and Michael Smith concerning business license requirements
  - Mr. Hojnicky gave a presentation to Council regarding Business license requirements. (Copy available upon request)
  - Council discussion followed and there was no public comment.
- Consideration of submitted Telecommuting agreements
  - Consideration of submitted telecommuting agreements for four (4) Legislative Assistants were presented to Council. Legislative Assistants Barlow, Murphy, Traylor and Zara were approved. Request from Legislative Assistant George was discussed and will come back on the August 31<sup>st</sup> meeting for consideration.
- Discussion regarding reinstating bottled water due to COVID
  - Ms. Hill stated that Council President Hartley-Nagle asked about having the individual bottles returned starting August 31<sup>st</sup>. After discussion by Council, it was decided to use the large water cooler.

**V. PUBLIC COMMENT:**

- None

**VI. ADJOURNMENT:**

- Motion made by Councilman Carter, seconded by Councilwoman Kilpatrick to adjourn the meeting. All in favor. The meeting was adjourned at 6:00 p.m.

*A recording of the meeting is available upon request. Respectfully submitted by Christine Roberts, Legislative Assistant, to Councilman George Smiley.*

**\*\*Under Title 29, Section 10006 of the Delaware State Code, New Castle County Council is holding this meeting as a telephone and video conference, utilizing **zoom** Webinar. In addition, this meeting is open to the public in Council Chambers (800 N. French Street, Wilmington, DE 19801). 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: 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. If you do not have a good connection with one, please try the others. Additional information regarding phone functionality during the meeting is available at: <https://support.zoom.us/hc/en-us/articles/360029527911-Live-Training-Webinars>**