



NEW CASTLE COUNTY COUNCIL
Administrative-Finance Committee
June 23, 2020 – 5:00 p.m.
Virtual Zoom Webinar Meeting**

MINUTES

I. 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, Diller, Durham, Hollins, Kilpatrick, Sheldon, Street, Tackett, Woods, and President Hartley-Nagle were present.

II. APPROVAL OF MINUTES:

- Motion was made by Councilman Cartier, seconded by Councilwoman Kilpatrick, to accept the June 9, 2020 Administrative-Finance Committee Minutes. All in favor.

III. RESOLUTION:

R20-132: APPROVING A CREDIT UNDER *NEW CASTLE COUNTY CODE SEC. 14.03.003* OF COUNTY TAXES BILLED AND PAID IN ERROR BY THE MERCANTES. Introduced by: Ms. Durham, Mr. Smiley

- Ms. Durham explained this Resolution.
- Mr. Smiley made a motion to suspend the 5 year look back on this situation, seconded by Mr. Cartier. All in favor.
- No Public Comment.

R20-135: TO SET NEW CASTLE COUNTY'S FISCAL YEAR 2021 CONTRIBUTION RATE FOR THE COUNTY'S PENSION PLANS. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley explained this Resolution.
- Mr. Sheldon requested that the auditor and the investor be scheduled at a future Finance meeting for an update on the County Pension Plans.
- No Public Comment.

R20-136: AMEND THE FY2021 CAPITAL PROGRAM: APPROPRIATE UP TO \$4,200 FROM THE RECORDER OF DEEDS TECHNOLOGY FEE ACCOUNT AND UP TO \$70,000 FROM THE NEW CASTLE COUNTY TECHNOLOGY FEE ACCOUNT WITHIN THE OFFICE OF THE RECORDER OF DEEDS, TOTALING \$74,200 TO THE DEPARTMENT OF ADMINISTRATION, INFORMATION SYSTEMS EXPANSION II CAPITAL PROJECT TO SUPPORT THREE TECHNOLOGICAL INITIATIVES. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley explained this Resolution.
- No discussion or questions from Council.
- No Public Comment.

R20-137: 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. Smiley, Mr. Cartier, Mr. Bell

- Mr. Bell explained this Resolution is for the contract for the Corbit Calloway Memorial

Library.

- No discussion or questions from Council.
- No Public Comment.

R20-138: 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. Smiley, Mr. Cartier, Mr. Bell

- Mr. Bell explained this Resolution is for the contract for the Delaware City Public Library.
- No discussion or questions from Council.
- No Public Comment.

R20-139: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR MIDDLETOWN SQUARE OFFICE, LCC FOR FY2021 LEASE AGREEMENT FOR THE APPOQUINIMINK LIBRARY FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$155,848.00. Mr. Smiley, Mr. Cartier, Mr. Carter

- Mr. Carter explained this Resolution is for the contract of the Appoquinimink Library.
- No discussion or questions from Council.
- No Public Comment.

R20-140: 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. Smiley, Mr. Cartier, Mr. Bell

- Mr. Bell explained this Resolution is for the contract of the New Castle Public Library.
- No discussion or questions from Council.
- No Public Comment.

R20-141: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR STATE OF DELAWARE, DIVISION OF STATE SERVICE CENTER FOR A PASS-THROUGH GRANT FOR COVID RESPONSE ACTIVITIES FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$731,218.33. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley explained this Resolution.
- No discussion or questions from Council.
- No Public Comment.

R20-142: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR TOWN OF ELSMERE FOR FY2021 LEASE AGREEMENT FOR ELSMERE LIBRARY FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$55,737.72. Introduced by: Mr. Smiley, Mr. Cartier, Mr. Woods

- Mr. Woods explained this Resolution is for the contract for the Town of Elsmere library.
- No discussion and questions from Council.
- No Public Comment.

R20-143: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR WILMINGTON INSTITUTE LIBRARY (MAIN AND NORTH BRANCH) FOR LIBRARY

SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$1,641,154.00. Introduced by: Mr. Smiley, Mr. Cartier, Mr. Hollins

- Mr. Hollins explained this Resolution is for the contract for the Wilmington Institute Library.
- No discussion and questions from Council.
- No Public Comment.

VI. ORDINANCES:

°20-066: AMEND THE GRANTS BUDGET: APPROPRIATE \$147,886 OF FEDERAL FUNDS FROM THE UNITED STATES DEPARTMENT OF JUSTICE VICTIMS OF CRIME ACT (VOCA) VICTIM ASSISTANCE PROGRAM THROUGH THE DELAWARE CRIMINAL JUSTICE COUNCIL (CJC) TO THE CRIMINAL JUSTICE COUNCIL NEW CASTLE COUNTY POLICE DEPARTMENT EXPANSION OF VICTIM SERVICES – FOURTH YEAR GRANT, TO BE ADMINISTERED BY THE DEPARTMENT OF PUBLIC SAFETY. Introduced by: Mr. Bell, Mr. Street

- Mr. Bell explained this Ordinance.
- No discussion and questions from Council.
- No Public Comment.

°20-067: AMEND THE GRANTS BUDGET: APPROPRIATE \$34,402.00 FROM THE STATE OF DELAWARE, DEPARTMENT OF JUSTICE–SPECIAL LAW ENFORCEMENT ASSISTANCE FUND (SLEAF) TO THE SLEAF – POWER HAWK NERAT GRANT, TO BE ADMINISTERED BY THE DEPARTMENT OF PUBLIC SAFETY. Introduced by: Mr. Bell, Mr. Street

- Mr. Bell explained this Ordinance.
- No discussion and questions from Council.
- No Public Comment.

°20-068: AMEND THE FY2021 CAPITAL BUDGET: APPROPRIATE UP TO \$4,200 FROM THE RECORDER OF DEEDS TECHNOLOGY FEE ACCOUNT AND UP TO \$70,000 FROM THE NEW CASTLE COUNTY TECHNOLOGY FEE ACCOUNT WITHIN THE OFFICE OF THE RECORDER OF DEEDS, TOTALING \$74,200 TO THE DEPARTMENT OF ADMINISTRATION, INFORMATION SYSTEMS EXPANSION II CAPITAL PROJECT TO SUPPORT THREE TECHNOLOGICAL INITIATIVES. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley explained this Ordinance.
- No discussion and questions from Council.
- No Public Comment.

V - OTHER:

- New Castle County Council Grant Requests/Community Events
 - Nellie Hill, Clerk of Council, explained there is a new financial self-service system. The applicant must register in the system which will allow direct deposit. The Clerk’s office will have the ability to see who will be using direct deposit.
 - Mr. Smiley made a motion and seconded by Mr. Cartier, to authorize the Clerk and Deputy Clerk to update the grant application to reflect this change in language. All in favor.

Expense & Revenue Round Table – None

- Brief Update on Cares Act Spending
 - Vicky Ford updated Council on what has been spent and will send the update. The report is online.
- Reassessment Litigation update – Wilson Davis
 - Mr. Davis gave an update on the decision of reassessment that is in violation of the law. The Court of Chancery issued the decision to have this in the Remedy phase and will be postponed until October because of the impact of COVID-19.
 - Discussion and questions from Council.
 - No Public Comment.
- Comments by the County Executive Branch
 - Susan Moore gave an update on the COVID-19 testing.

IV. PUBLIC COMMENT: None

V. ADJOURNMENT:

- Motion made by Councilwoman Kilpatrick, seconded by Councilman Carter, to adjourn the meeting. All in favor. The meeting was adjourned at 5:38 p.m.

A recording of the meeting is available upon request. Respectfully submitted by Christine H. Roberts, Legislative Aide.

****In accordance with Governor Carney's recently issued *Proclamation*, coupled with the Governor's *Declaration of a State of Emergency*, New Castle County Council is holding this meeting as a telephone and video conference, utilizing **zoom** Webinar. Meeting materials, including a meeting agenda, legislation to be addressed during the meeting, and other materials related to the meeting are electronically accessible at <https://nccde.org/AgendaCenter/County-Council-1>**