



NEW CASTLE COUNTY COUNCIL
Administrative-Finance Committee
January 12, 2021 – 5:00 P.M.
Virtual Zoom Webinar Meeting

MINUTES

I. MEETING CALL TO ORDER:

- The meeting was called to order at 5:00 PM by Councilman Cartier. Council Members present were Mr. Bell, Mr. Carter, Mr. Cartier, Ms. Diller, Ms. Durham, Ms. Hartley-Nagle, Mr. Hollins, Ms. Kilpatrick, Mr. Sheldon, Mr. Smiley, Mr. Tackett and Mr. Street.

II. APPROVAL OF MINUTES:

- A motion was made by Mr. Smiley, and seconded by Ms. Kilpatrick, to approve the minutes from the 12/8/2020 Administrative Finance Meeting. The vote was unanimously in favor of approval.

III. RESOLUTIONS:

R21-004: APPROVING A CREDIT UNDER NEW CASTLE COUNTY CODE SEC. 14.03.003 OF COUNTY TAXES BILLED AND PAID IN ERROR BY 250 EXECUTIVE, LLC.

Introduced by: Mr. Tackett, Mr. Smiley, Mr. Hollins

- Mr. Cartier read the resolution.
- Mr. Tackett explained.
- Ms. Durham and Mr. Tackett discussed the resolution.
- The floor was opened to the public and there were no comments.

IV. ORDINANCES:

°20-133: AMEND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE EMERGENCY SERVICES EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 3911. Introduced by: Ms. Hartley-Nagle

- Mr. Cartier read the ordinance.
- Ms. Hartley-Nagle invited a member from the administration to comment. There was no response.
- The floor was opened to the public and there were no comments.

V. OTHER:

- **Design Review Advisory Committee of Claymont – Appointment Interview—Mr. Nelson Whitlock**
 - Mr. Cartier explained what a DRAC is and introduced Mr. Whitlock and explained his business.
 - Mr. Nelson Whitlock commented that he had attended a few CDRAC meetings and feels he can help.
 - Mr. Cartier further explained DRAC process and thanked Mr. Whitlock.

- Mr. Whitlock thanked the council.
- Ms. Kilpatrick asked when the item would appear on the Council agenda. Clerk of Council Hill stated 1/26/21 due to Council's Rule to interview at least one week in advance of consideration.

- **Finance Department presentation on legislation fiscal notes**

- Mr. Cartier introduced presentation.
- Mr. Smiley explained reason for presentation.
- NCC CFO Michael Smith gave presentation.
- Mr. Smiley thanked Mr. Smith.
- Ms. Kilpatrick commented.
- Mr. Hollins commented.
- Mr. Smiley commented.
- The floor was opened to the public and there were no comments.

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

Grant Applicant	Sponsor	Amount Approved	Council Member First/Second	Vote
New Castle Conservation District	Ms. Kilpatrick	*\$2,000	Ms. Kilpatrick/Ms. Diller	Yes- 11 No- 0 Absent-1 Mr. Woods Not Voting- Mr. Smiley
Newark Senior Center	Ms. Diller	**\$2,500	Ms. Diller/Ms. Kilpatrick	Yes- 11 No- 0 Absent-1 Mr. Woods Not Voting- Mr. Smiley
Delaware Academy of Science/Iron Hill Museum	Ms. Diller	\$2,500	Ms. Diller/Ms. Kilpatrick	Yes- 11 No- 0 Absent-1 Mr. Woods Not Voting- Mr. Smiley
Knockout Boxing & Fitness***	Mr. Sheldon	\$1,500	Mr. Sheldon/Ms. Kilpatrick	Yes- 11 No- 0 Absent-1 Mr. Woods Not Voting- Mr. Smiley
Western Family YMCA	Mr. Sheldon	\$1,500	Mr. Sheldon/Mr. Carter	Yes- 11 No- 0 Absent-1 Mr. Woods Not Voting- Mr. Smiley
Lift Up Lake Street Association, LLC	Mr. Carter	\$2,500	Mr. Carter/Ms. Kilpatrick	Yes- 11 No- 0 Absent-1 Mr. Woods Not Voting- Mr. Smiley

Council members present for the vote on grants: Mr. Bell, Mr. Carter, Mr. Cartier, Ms. Diller, Ms. Durham, Ms. Hartley-Nagle, Mr. Hollins, Ms. Kilpatrick, Mr. Sheldon, Mr. Smiley, Mr. Tackett and Mr. Street.

* Ms. Kilpatrick moved to lift grant cap as she had given previously to organization in the current fiscal year. Mr. Carter seconded. Vote unanimous to approve. (Exception- Ms. Hartley-Nagle was off during this vote.)

NOTE: Mr. Cartier questioned why cap was lifted. Ms. Kilpatrick explained.

** Ms. Diller moved to lift grant cap as she had previously given to organization in the current fiscal year. Mr. Sheldon seconded. Vote unanimous to approve.

NOTE: Ms. Diller commented on the 60% increase in the requests for Meals for Seniors since the inception of COVID.

*** Mr. Sheldon moved to suspend the Rule that allows grant awards to non-profits only, it was seconded by Mr. Smiley, and the motion passed.

NOTE: There was a discussion as to the non-profit status of Knockout Boxing and Fitness and the grant form.

NOTE: Mr. Smiley requested that the most current grant application be distributed (8/25/20).

- The floor was opened to the public and there were no comments.

- **Expense & Revenue Round Table**

- Mr. Smiley announced that on 1/26/21 there will be an Executive agenda in addition to Finance agenda, and that the report from the outside auditor and checkbook update will be on the Executive agenda. Council members will receive budget prior to meeting, which will be discussed at the Finance Meeting.

- The floor was opened to the public and there were no comments.

- **Comments by the County Executive Branch**

NCC Policy Advisor Sue Moore gave an update on the NCC Hope Center:

- Several Council members asked questions about the Center. Ms. Moore will get back to them with information.

- Mr. Hollins made a comment.

- Mr. Tackett left the meeting.

- Mr. Smiley revisited the issue of the grant to the Knockout Fitness, as it is a for-profit organization. He suggested a motion to waive the Rule pertaining to this, which was done and is noted above under the grants section. There was also further discussion about the grant form and waiving Rules in future.

- **Other**

- None

- The floor was opened to the public and there were no comments.

VI. PUBLIC COMMENT

- The floor was opened to the public and there were no comments.

VII. ADJOURNMENT:

- Mr. Smiley made a motion to adjourn, which was seconded by Ms. Kilpatrick. The meeting was adjourned at 5:51 PM.

A recording of this meeting is available upon request. Respectfully submitted by Michele Rossi Gildea, Legislative Assistant to Administrative-Finance Committee Co-Chair John Cartier.

*In accordance with Governor Carney's Proclamation, coupled with the Governor's Declaration of a State of Emergency, New Castle County Council held 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>