

CO-CHAIR, TIMOTHY SHELDON
COUNCILMAN NINTH DISTRICT
CO-CHAIR, KENNETH WOODS
COUNCILMAN FIRST DISTRICT



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COUNCIL

NEW CASTLE COUNTY COUNCIL
PUBLIC WORKS MEETING
CO-CHAIR – COUNCILMAN SHELDON
CO-CHAIR – COUNCILMAN WOODS

Tuesday, April 7, 2020
2:00 pm

VIRTUAL ZOOM WEBINAR MEETING

Minutes

1. **Call to Order:**
 - a. Meeting was called to order at 2:02 p.m. by Co-Chair Councilman Woods.
 - b. Council President Hartley-Nagle and Council members Bell, Carter, Cartier, Diller, Durham, Hollins, Kilpatrick, Sheldon, Smiley, Street, Tackett, and Woods were present.
2. **Approval of Minutes from the March 3, 2020 meeting:**
 - a. Councilman Smiley made a motion to approve the minutes, seconded by Councilman Bell.
 - b. Motion carried unanimously.
3. **Public Works covid-19 Update:**
 - a. Tracy Surles, General Manager of Public Works, discussed a brief overview of their operating procedures during the COVID-19 pandemic.
 - b. Rob Roff from Wastewater Operations, Mike Harris from Stormwater & Environmental Programs, Paul Frese from Fleet and Facility Maintenance, Kendall Sommers from Parks, and Eric Laramore from Engineering, all discussed employee care, job restrictions, sanitizing efforts, and related details for each department within PW.
 - c. Many Councilmembers added comments and questions relating to these new operating procedures.
4. **Discussion Regarding New Castle County Council Zoom Video Conferencing Guidance and Standard Operating Procedures:**
 - a. Councilman Carter discussed new Standard Operating Procedures on ZOOM as it relates to FOIA guidelines.
 - b. Councilman Smiley shared his thoughts.
5. **Other: None**

6. **Public Comment: None**

7. **Adjournment**

- a. Motion was made to adjourn the meeting by Councilman Smiley, seconded by Councilman Cartier. Meeting was adjourned at 2:57 p.m.

Respectfully submitted by Christine Roberts, Legislative Aide to Councilman Kenneth Woods, Public Works Committee. This meeting of the Public Works Committee was also taped, and a recording of the meeting is available upon request.