

**MINUTES**  
**Administrative Committee-Finance Committee**  
**August 27, 2019**

- I. Administrative-Finance Committee Co-chair George Smiley convened the Administrative-Finance Committee meeting at 1:30 p.m. on 8/27/19 in the 8th Floor Council Conference Room.
- II. Council members present were: Mr. Bell, Mr. Carter, Mr. Cartier, Ms. Diller, Ms. Durham, Mr. Hollins, Ms. Kilpatrick, Mr. Sheldon, Mr. Smiley, Mr. Woods, Ms. Hartley-Nagle, Mr. Street and Mr. Tackett.
- III. Mr. Cartier made a motion to accept the minutes from the 7/23/19 Finance Committee Meeting. The motion was seconded by Ms. Kilpatrick and the minutes were unanimously approved.
- IV. Resolutions:

**R19-148: AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE A SALES AGREEMENT AND OTHER DOCUMENTS NECESSARY TO PURCHASE PROPERTY LOCATED IN NEW CASTLE, DELAWARE AT 15 & 17 STANTON AVENUE, TAX PARCEL NOS. 10-005.30-069 AND 10-005.30-070 TO BE USED TO ENHANCE THE USE OF THE CPL. PAUL J. SWEENEY PUBLIC SAFETY BUILDING SITE. Introduced by: Mr. Bell, Mr. Street**

- Mr. Smiley read the title.
- Mr. Bell explained the resolution.
- Tracey Surlis, General Manager of the Department of Public Works, responded to Council Members' Questions.
- The floor was opened to the public for comment and there was none.

**R19-149: APPROVING THE TAX EXEMPT STATUS OF THE WILMINGTON YOUTH ROWING ASSOCIATION FOR RECREATIONAL PROPERTY LOCATED AT 500 EAST FRONT STREET, WILMINGTON, DELAWARE TAX PARCEL NO. 26-043.00-035. Introduced by: Mr. Street**

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

**R19-150: AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN AGREEMENT WITH THE DELAWARE SUSTAINABLE ENERGY UTILITY TO PARTICIPATE IN THE DELAWARE VOLUNTARY COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY PROGRAM TO ENCOURAGE COMMERCIAL CLEAN ENERGY PROJECTS. Introduced by: Mr. Sheldon, Mr. Carter, Mr. Cartier, Ms. Diller, Ms. Durham, Mr. Woods, Ms. Kilpatrick**

- Mr. Smiley read the title.
- Mr. Sheldon explained the resolution and responded to Council Members' questions with help from CFO David Gregor.
- The floor was opened to the public for comment and there was none.

**R19-151: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR AZTECA SYSTEMS, INC. FOR LICENSE AND SUPPORT FOR CITYWORKS® SOFTWARE FOR THE OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$72,500.00. Introduced by: Mr. Smiley, Mr. Cartier**

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

V. Ordinances:

**°19-075: TO AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION CLASSIFIED SERVICE EMPLOYEES, TO REVISE THE POSITION TITLE OF ENGINEERING AND ENVIRONMENTAL SERVICES MANAGER TO ENGINEERING SERVICES MANAGER AND TO APPROVE THE REVISED CLASS SPECIFICATION. Introduced by: Ms. Hartley-Nagle**

- Mr. Smiley read the title.
- Ms. Hartley-Nagle requested that someone from the administration explain this request.
- Tracy Surlis, General Manager of the Department of Public Works, and explained the ordinance.

- The floor was opened to the public for comment and there was none.

**\*19-076: TO AMEND NEW CASTLE COUNTY CODE CHAPTER 2 (“ADMINISTRATION”), ARTICLE 2 (“COUNTY COUNCIL”) REGARDING PUBLIC ACCESS AND MEETINGS OF COUNTY COUNCIL. Introduced by: Mr. Carter**

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

VI. Other:

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

<b>Grant Applicant</b>	<b>Sponsor</b>	<b>Amount Approved</b>	<b>Council Member Motion/Second</b>	<b>Vote</b>
Friends of NCC Southern Library, Inc.*	Bell/Carter	<b>\$2500</b> -Bell \$1000 - Carter \$1000 - Hartley-Nagle \$500	Carter/Cartier	Yes –11 No – 0 Not Voting – 1 (Smiley)
Delaware Coalition Against Domestic Violence	Hartley-Nagle	<b>\$2500</b> - Hartley-Nagle \$2000 - Bell \$500,	Hartley-Nagle /Kilpatrick	Yes – 11 No – 0 Not Voting – 1 (Smiley)
Clayton Place Maintenance Corporation	Cartier	<b>\$900</b>	Cartier/ Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)
Edgemoor Gardens Civic Association	Cartier	<b>\$1850</b>	Cartier/Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)
Odessa National Civic Association	Bell	<b>\$1000</b>	Bell/Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)
Delaware Academy of Science/ Iron Hill Museum	Diller	<b>\$1000</b>	Diller/Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)
Naamans Creek Watershed Association	Cartier	<b>\$350</b>	Cartier/Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)
The Salvation Army	Hartley-Nagle	<b>\$2500</b> - Hartley-Nagle \$1500 - Woods \$500 - Kilpatrick \$250 - Sheldon \$250	Hartley-Nagle/ Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)
Life is Delicious**	Hartley-Nagle	<b>\$810</b> - Hartley-Nagle \$405 - Tackett \$405	Hartley-Nagle/ Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)
Carousel Knoll Civic Association	Sheldon	<b>\$600</b>	Sheldon/Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)
Friends of Iron Hill Park	Diller	<b>\$2000</b>	Diller/Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)

Newark Senior Center	Diller	<b>\$2500</b>	Diller/Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)
Nuestras Raices	Hartley-Nagle	<b>\$2500</b> - Hartley-Nagle \$1000 - Cartier \$500 - Street \$500 - Woods \$250 - Carter \$250	Hartley-Nagle/ Kilpatrick	Yes –11 No – 0 Not Voting – 1 (Smiley)

\*Mr. Bell moved to exceed the requested amount of grant for the Friends of NCC Southern Library. The motion was seconded by Mr. Cartier and approved.

\*\*Ms. Hartley-Nagle moved to approve the grant for Life is Delicious subject to the recite of their non-discrimination policy.

- **Expense & Revenue Round Table** – None
- **Renewal of IMLA (International Municipal Lawyers Association) Membership** –
  - Mike Migliore, Counsel to Council, spoke about this membership.
- **DHSS Presentation regarding the Animal Control Resolution** –
  - Christina Motoyoshi, Office of Animal Welfare, made a presentation and responded to Council Members’ questions and concerns.
- **Comments by the Executive Office** –
  - Sue Moore – Executive Office – provided a handout on Green NCC, the County Executive’s Environmental Legislation Package.
- **Other** – None

VIII. Executive Session –

- Mr. Smiley moved to go into executive session for:

- a. A strategy session regarding matters relating to potential litigation and may include a discussion of certain non-public documents.
- b. An update on a personnel matter
- c. A strategy session regarding the complaint filed by the City of Newark against all members of County Council

The motion was seconded by Ms. Diller and approved.

- It was requested that the following individuals remain: Mike Migliore, Counsel to Council David Gregor, CFO (City of Newark), Tara Finnigan, Acting Deputy-Clerk/Legislative Aide.

- Council went into executive session at 2:41 PM and ended at 3:00 PM

- Mr. Smiley announced that no votes were taken during executive session.

- Mr. Smiley moved to approve the positions discussed in executive session relative to the Local Service Function Task Force attendance and the lawsuit representation. The motion was seconded by Ms. Kilpatrick and approved.

IX. Public Comment – None

X. Ms. Kilpatrick made a motion to adjourn, it was seconded by Ms. Diller and unanimously approved. The meeting was adjourned at 3:01 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.*