



NEW CASTLE COUNTY COUNCIL
Administrative-Finance Committee
Tuesday, September 28, 2021– 5:00 p.m.
***VIRTUAL ZOOM WEBINAR ***
And in the City/County Chambers
800 North French Street, Wilmington DE 19801

MINUTES

1. 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, Diller, Durham, Hollins, Kilpatrick, Sheldon, Street, Tackett, and Woods were present. Council President Hartley-Nagle was absent.

2. APPROVAL OF MINUTES:

- Motion made by Councilman Cartier, seconded by Councilwoman Kilpatrick, to accept the September 14, 2021 Administrative-Finance Committee Minutes. All in favor.

3. RESOLUTION(S):

R21-171: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH 2 FISH HOME RENOVATIONS TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$100,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No discussion or questions from Council.
- No public comment.

R21-172: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH DUFFY'S HOPE TO ASSIST WITH DEVELOPMENT OF AN AFFORDABLE GROUP HOME FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$150,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No discussion or questions from Council.
- No public comment.

R21-173: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH HABITAT FOR HUMANITY OF NEW CASTLE COUNTY INC. TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING IN MIDDLETOWN FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$250,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No discussion or questions from Council.
- No public comment.

[R21-174:](#) AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH HABITAT FOR HUMANITY OF NEW CASTLE COUNTY INC. TO ASSIST WITH THE DEVELOPMENT OF AFFORDABLE HOUSING ALONG THE ROUTE 9 CORRIDOR FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$250,000.00.

Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No discussion or questions from Council.
- No public comment.

[R21-175:](#) AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH INTERFAITH HOUSING DELAWARE, INC. TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING ALONG ROUTE 9 CORRIDOR FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$150,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No discussion or questions from Council.
- No public comment.

[R21-176:](#) AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH THE NEW CASTLE CONSERVATION DISTRICT FOR THE DEPARTMENT OF PUBLIC WORKS, DIVISION OF STORMWATER AND ENVIRONMENTAL PROGRAMS IN THE AMOUNT OF \$241,900.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No discussion or questions from Council.
- No public comment.

[R21-177:](#) TO RENAME THE STREET KNOWN AS “GREMAR ROAD” TO “GRAEMAR ROAD” LOCATED IN THE HILLENDALE SUBDIVISION; [APPLICATION NO. 2021-0472;](#) COUNCIL DISTRICT 8. Introduced by: Mr. Cartier

- Mr. Smiley read the title of the Resolution.
- Mr. Carter explained the Resolution.
- No discussion or questions from Council.
- No public comment.

4. **ORDINANCE(S):**

[°21-105:](#) AMEND THE FY2022 CAPITAL PROGRAM AND BUDGET: APPROPRIATE \$75,000 FROM THE NEW CASTLE COUNTY TECHNOLOGY FEE ACCOUNT WITHIN THE OFFICE OF THE RECORDER OF DEEDS AND \$100,000 FROM THE RECORDER OF DEEDS TECHNOLOGY FEE ACCOUNT TO THE DEPARTMENT OF ADMINISTRATION, HUMAN RESOURCES SCANNING CAPITAL PROJECT. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Ordinance
- No discussion or questions from Council.
- No public comment.

°21-106: AMEND THE GRANTS BUDGET: APPROPRIATE \$28,350.05 IN PROGRAM INCOME TO THE SENIOR HOME REPAIR PROGRAM 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 title of the Ordinance.
- Ms. Diller explained the Ordinance.
- No discussion or questions from Council.
- No public comment.

°21-107: AMEND THE FY2022 APPROVED SEWER FUND OPERATING BUDGET: APPROPRIATE \$2,460,000 OF SEWER RATE STABILIZATION RESERVE TO THE DEPARTMENT OF PUBLIC WORKS, SEWER FUND DIVISION OF ENVIRONMENTAL COMPLIANCE CONTRACTUAL SERVICES BUDGET LINE ITEM TO FUND LEGAL FEES. Introduced by: Mr. Sheldon, Mr. Woods

- Mr. Smiley read the title of the Ordinance.
- Mr. Sheldon explained the Ordinance.
- No discussion or questions from Council.
- No public comment.

°21-091: (STATUS: TABLED) TO AMEND *NEW CASTLE COUNTY CODE* CHAPTER 4 ("ANIMALS"), ARTICLE 2 ("ANIMAL CONTROL"), SECTION 4.02.001. ("LICENSES; RESTRAINT; IMPOUNDMENT; DESTRUCTION; NUISANCES; ENFORCEMENT GENERALLY") AND SECTION 4.02.002. ("ENFORCEMENT OF SECTION 4.02.001"), AND *NEW CASTLE COUNTY CODE* CHAPTER 22 ("OFFENSES AND MISCELLANEOUS PROVISIONS"), ARTICLE 2 ("OFFENSES GENERALLY"), SECTION 22.02.008. ("NOISE CONTROL") RELATING TO DOGS AND OTHER ANIMALS. Introduced by: Mr. Smiley, Mr. Carter

- Mr. Smiley read the title of the Ordinance.
- This ordinance will remain on the table.
- No discussion or questions from Council.
- No public comment.

5. **OTHER:**

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

Grant Applicant	Sponsor	Amount Approved	Council Member Motion/Second	Vote
Blackbird Community Association	Carter	\$1,000 Bell - 500 Carter - 500	Carter/Bell	12 - Yes 1 - Absent 1 -Not Voting
New Knollwood Community Center	Cartier	* Mr. Cartier will not be making a motion to move this forward at this time.		

- **Update - New Castle County Airport RFI**
 - Charuni Patibanda gave a detailed presentation on the New Castle County Airport RFI.
 - Discussion and questions from Council.
 - No public comment.
- **Discussion of Adopting PeopleSoft Replacement System**
 - This item was discussed in the Executive Committee meeting of September 28, 2021.
- **Demonstration of Civic Clerk Board Portal**
 - This item was discussed in the Executive Committee meeting of September 28, 2021.
- **Expense & Revenue Round Table**
 - None

6. **EXECUTIVE SESSION:**

- Public Works Department to discuss pending litigation pertaining to City of Wilmington Sewer Arbitration.
 - Mr. Smiley moved to go into Executive Session at 5:25 p.m.
 - Mr. Smiley returned the meeting to the regular order of business at 6:00 p.m. There was a briefing by Public Works and no votes were taken in the Executive Session.

7. **PUBLIC COMMENT:**

- None

8. **ADJOURNMENT:**

- Motion made by Councilman Carter, seconded by Councilwoman Kilpatrick to adjourn the meeting. All in favor. The meeting was adjourned at 6:02 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  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>**