



## NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

Co-Chair George Smiley, Seventh District  
Co-Chair John Cartier, Eighth District

May 24, 2022  
5:00 PM

**VIRTUAL ZOOM WEBINAR MEETING\*\* &  
LOUIS L. REDDING CITY/COUNTY BUILDING  
1ST FLOOR COUNCIL CHAMBERS  
800 N. FRENCH STREET, WILMINGTON, DE 19801**

### MINUTES

**A. Call To Order/Roll Call**

Co-Chair Smiley called the meeting to order at 5:10 pm. Council members present were: Mr. Bell, Mr. Carter, Mr. Cartier, Ms. Diller, Ms. Durham, Mr. Hollins, Ms. Kilpatrick, Mr. Sheldon, Mr. Street, Mr. Tackett, and Mr. Woods. Ms. Hartley-Nagle was absent.

**B. Approval of Minutes - May 10, 2022**

A motion was made by Mr. Cartier and seconded by Ms. Kilpatrick to approve the minutes. All in favor.

**C. Approval of Budget Hearing Minutes - 5-2-22**

A motion was made by Mr. Cartier and seconded by Ms. Kilpatrick to approve the minutes. All in favor.

**D. Review/Discussion of Resolution(s)**

R22-110: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH ANDE CORPORATION FOR ANNUAL PURCHASE AGREEMENT OF RAPID DNA ANALYSIS MACHINE FOR THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF POLICE IN THE AMOUNT OF \$94,100.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read and explained the Resolution.

-No discussion or questions from Council.

-No Public Comment.

R22-111: URGING THE DELAWARE GENERAL ASSEMBLY TO AUTHORIZE NEW CASTLE COUNTY GOVERNMENT TO IMPLEMENT ADJUSTED BIDDING THRESHOLDS FOR COUNTY CONTRACTS Introduced by: Mr. Woods, Mr. Sheldon, Mr. Hollins

-Mr. Smiley read the Resolution.

-Mr. Sheldon explained the Resolution.

-No discussion or questions from Council.

-No Public Comment.

R22-094: (STATUS: TABLED) ADOPTING THE NEW CASTLE COUNTY CAPITAL PROGRAM FOR FISCAL YEAR 2023 THROUGH 2028 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read and explained the Resolution. This Resolution is part of the Budget process and will be lifted from the table and voted upon at the appropriate time.

-No discussion or questions from Council.

-No Public Comment.

**E. Review/Discussion of Ordinance(s)**

°22-055: AMEND THE GRANTS BUDGET: APPROPRIATE \$75,000 FROM SUSSEX COUNTY AS A FEDERAL PASS-THROUGH GRANT FROM THE AMERICAN RESCUE PLAN ACT (ARPA), STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF) TO THE SUBSTANCE USE DISORDERS NEEDS ASSESSMENT Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read and explained the Ordinance.

-Discussion and questions from Council.

-Erik Raser-Schramm answered the questions.

-No Public Comment.

°22-056: APPROPRIATE \$190,000 FROM THE GARSTIN TRUST PORTFOLIO TO THE GARSTIN TRUST FUND IN ORDER TO FUND PARK MAINTENANCE FOR FISCAL YEAR 2023, TO BE ADMINISTERED BY THE DEPARTMENT OF PUBLIC WORKS Introduced by: Mr. Sheldon, Mr. Woods

-Mr. Smiley read the Ordinance.

-Mr. Sheldon explained the Ordinance.

-Discussion and questions from Council.

-No Public Comment.

°22-064: AMEND THE FY2022 APPROVED SEWER FUND OPERATING BUDGET: APPROPRIATE \$6,657,360 OF SEWER RATE STABILIZATION RESERVE TO THE DEPARTMENT OF PUBLIC WORKS SEWER FUND COMMUNICATION AND UTILITIES BUDGET LINE ITEM FOR SETTLEMENT OF PAST SEWER COST CLAIMS FOR FY2017 THROUGH FY2020 Introduced by: Mr. Sheldon, Mr. Woods, Mr. Hollins

-Mr. Smiley read the Ordinance.

-Mr. Sheldon explained the Ordinance.

-Discussion and questions from Council.

-Tracy Surles, General Manager Public Works, answered the questions.

-No Public Comment.

°22-032: (STATUS: TABLED) THE ANNUAL REVENUE ORDINANCE OF NEW CASTLE COUNTY FOR FISCAL YEAR 2023 BEGINNING JULY 1, 2022 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read and explained the Ordinances 22-032, 22-033, 22-034, 22-035, 22-036. These Ordinances are part of the Budget process and will be lifted from the table and voted upon at the appropriate time.

-No discussion or questions from Council.

-No Public Comment.

°22-033: (STATUS: TABLED) CALCULATION OF SEWER SERVICE CHARGES EFFECTIVE JULY 1, 2022 FOR FISCAL YEAR 2023 Introduced by: Mr. Smiley, Mr. Cartier

°22-034: (STATUS: TABLED) AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF NEW CASTLE COUNTY FOR THE PURPOSE OF FINANCING CERTAIN CAPITAL PROJECTS APPROVED IN THE FISCAL YEAR 2023 CAPITAL BUDGET Introduced by: Mr. Smiley, Mr. Cartier

°22-035: (STATUS: TABLED) THE CAPITAL BUDGET ORDINANCE OF NEW CASTLE COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 Introduced by: Mr. Smiley, Mr. Cartier

°22-036: (STATUS: TABLED) ADOPT THE ANNUAL OPERATING BUDGET OF NEW CASTLE COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 Introduced by: Mr. Smiley, Mr. Cartier

**F. New Castle County Grant Requests/Community Events**

5/24/22 Grant Matrix

| GRANT APPLICANT                  | SPONSOR | AMOUNT APPROVED                                                                | COUNCIL MEMBER FIRST/SECOND | VOTE                                   |
|----------------------------------|---------|--------------------------------------------------------------------------------|-----------------------------|----------------------------------------|
| New Castle Public Library        | Bell    | \$2,500<br>*Mr. Bell made a motion, seconded by Ms. Kilpatrick to lift the cap | Bell/Woods                  | 11- Yes<br>1- Absent<br>1 - not voting |
| MOT Senior Center                | Carter  | \$2,000                                                                        | Carter/Cartier              | 11- Yes<br>1- Absent<br>1 - not voting |
| Crestmoor Swim Club              | Woods   | \$2,500                                                                        | Woods/Cartier               | 11- Yes<br>1- Absent<br>1 - not voting |
| Kingdom Vision Center (KVC)      | Woods   | \$500                                                                          | Woods/Bell                  | 11- Yes<br>1- Absent<br>1 - not voting |
| Epilepsy Foundation of Delaware* | Sheldon | \$2,000                                                                        | Sheldon/Carter              | 11- Yes<br>1- Absent<br>1 - not voting |
| Friends of Goodstay Gardens      | Durham  | \$2,000<br>*Ms. Durham made a motion,                                          | Durham/Kilpatrick           | 11- Yes<br>1- Absent<br>1 - not        |

|                                                                                                       |        |                                                                                                                                    |                   |                                           |
|-------------------------------------------------------------------------------------------------------|--------|------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------|
|                                                                                                       |        | seconded by<br>Ms. Kilpatrick<br>to raise the<br>cap.                                                                              |                   | voting                                    |
| Southern New Castle<br>County Rotary<br>Foundation                                                    | Carter | \$1,500-<br>Carter/Bell<br>\$750 each<br>*Mr. Carter<br>made a<br>motion,<br>seconded by<br>Ms. Kilpatrick<br>to raise the<br>cap. | Carter/Kilpatrick | 11- Yes<br>1- Absent<br>1 - not<br>voting |
| Meraki CPC, LLC                                                                                       | Street | \$2,500                                                                                                                            | Street/Kilpatrick | 11- Yes<br>1- Absent<br>1 - not<br>voting |
| The Dickerson<br>Educational Center                                                                   | Street | \$2,500                                                                                                                            | Street/Kilpatrick | 11- Yes<br>1- Absent<br>1 - not<br>voting |
| Kappa Mainstream<br>Leadership, Inc.                                                                  | Bell   | \$2,500<br>Bell/Street<br>\$1,250 each<br>*Mr. Bell<br>made a<br>motion,<br>seconded by<br>Ms. Kilpatrick<br>to raise the<br>cap.  | Bell/Kilpatrick   | 11- Yes<br>1- Absent<br>1 - not<br>voting |
| Delaware Chapter of<br>the National<br>Organization of Black<br>Law Enforcement<br>Executives (NOBLE) | Bell   | \$2,500<br>Bell/Street<br>\$1,250 each<br>*Mr. Bell<br>made a<br>motion,<br>seconded by<br>Ms. Kilpatrick<br>to raise the<br>cap.  | Bell/Woods        | 11- Yes<br>1- Absent<br>1 - not<br>voting |

*\*The Epilepsy Foundation grant is incomplete (missing the budget worksheet) and will not be processed until all items are received.*

*\*\* Kappa Mainstream Leadership, Inc. received \$1000 on 7/27/21. This grant will require a motion*

*to lift the \$2500 cap for FY22*

*\*\*\* NOBLE received \$2000 on 8/31/21. This grant request will require a motion to lift the \$2500 cap for FY22.*

- Mr. Smiley informed Council members to advise Nellie Hill, Clerk of Council, which program they may want to send any remaining grant funds.

**G. Expense and Revenue Round Table**

None

**H. Other**

Mr. Street apologized for comments he made during the Executive Committee Meeting.

**I. Public Comment**

None

**J. Adjournment**

-A motion was made by Mr. Cartier, seconded by Ms. Kilpatrick and unanimously carried to adjourn the meeting at 5:42 pm.

-Respectfully submitted by Christine Riberts, Legislative Assistant, to Mr. Smiley, Co-Chair of the Finance Committee. The meeting was also taped and is available online.