



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

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

July 12, 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

The meeting was called to order at 05:00 PM by Mr. Cartier.

Members present: J. William Bell, David Carter, John Cartier, Lisa Diller, Karen Hartley-Nagle, Dee Durham, Timothy Sheldon, George Smiley, Jea Street, David Tackett, Kenneth Woods

Members absent: Janet Kilpatrick, Penrose Hollins

B. Approval of Minutes

-Mr. Smiley made a motion and Mr. Carter seconded to approve the minutes of the June 28, 2022 Administrative Finance meeting. Vote was unanimously in favor.

C. Review/Discussion of Resolution(s)

R22-126: AUTHORIZING THE FILING OF AN APPLICATION FOR FEDERAL ASSISTANCE WITH THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT UNDER THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED, AND THE CRANSTON-GONZALEZ NATIONAL AFFORDABLE HOUSING ACT, AS AMENDED Introduced by: Mr. Hollins, Ms. Diller

-Mr. Cartier read the resolution.

-Ms. Diller explained.

-Mr. Cartier commented.

-There was no public comment.

R22-127: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH CODE DIFFERENTLY, LLC FOR THE AMOUNT OF \$619,523.73 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Cartier read the resolution.

-NCC ARPA Coordinator Ben Morris-Levenson explained.

-Mr. Cartier commented.

-There was no public comment.

D. Review/Discussion of Ordinance(s)

°22-092: TO AUTHORIZE THE ABATEMENT OF NEW CASTLE COUNTY REAL PROPERTY TAXES AND PENALTIES AND INTEREST ON THE PROPERTY OF THE HEAVEN'S

GATE BIBLE FELLOWSHIP INC., LOCATED AT 431 SALEM CHURCH ROAD, NEWARK, DE, TAX PARCEL NUMBER 09-037.00-027 Introduced by: Mr. Tackett

-Mr. Cartier read the ordinance.

-Mr. Tackett advised that the ordinance would be tabled at this evening's council meeting.

-There was no public comment.

°22-093: TO AMEND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE EMPLOYEES, REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME), AFL-CIO, AFFILIATE LOCAL 1607, TO REVISE THE POSITION TITLES OF ASSISTANT PURCHASING AGENT TO ASSISTANT PROCUREMENT AGENT, PURCHASING AGENT TO PROCUREMENT AGENT, SENIOR PURCHASING AGENT TO SENIOR PROCUREMENT AGENT AND TO ADOPT THE REVISED CLASS SPECIFICATIONS Introduced by: Ms. Hartley-Nagle

-Mr. Cartier read the ordinance.

-Ms. Hartley-Nagle invited input from the Executive Branch.

-NCC Chief of Technology and Administrative Services Mike Hojnicky explained.

-There was no public comment.

°22-094: AMEND THE GRANTS BUDGET: FOR FY2023, APPROPRIATE ADDITIONAL FEDERAL FUNDS OF \$108,906 FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT TO THE FY2023 HOME INVESTMENT PARTNERSHIP PROGRAM (HOME), WHICH IS ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING Introduced by: Mr. Hollins, Ms. Diller

-Mr. Cartier read the ordinance.

-Ms. Diller explained.

-There was no public comment.

°22-095: AMEND THE GRANTS BUDGET: APPROPRIATE INTEREST IN AN AMOUNT UP TO \$225,000 TO THE CORONAVIRUS RELIEF FUND GRANT TO RESPOND TO THE COVID-19 PUBLIC HEALTH EMERGENCY, TO BE ADMINISTERED BY THE OFFICE OF FINANCE Introduced by: Mr. Smiley

-Mr. Cartier read the ordinance.

-Mr. Smiley explained.

-There was no public comment.

E. New Castle County Grant Requests/Community Events

7/12/22 Grant Matrix

Grant Applicant	Sponsor	Amount Approved	Council Member First/Second	Vote
Clayton Place Maintenance Corporation	Mr. Cartier	\$1,025	Cartier/Bell	Yes-11 Absent-(Hollins/Kilpatrick) Not Voting-Smiley
Edgemoor Terrace Civic Association	Mr. Cartier	\$2,500	Cartier/Carter	Yes-11 Absent-(Hollins/Kilpatrick) Not Voting-Smiley

Liftwood Estates Civic Association	Mr. Cartier	\$2,500	Cartier/Bell	Yes-11 Absent-(Hollins/Kilpatrick) Not Voting-Smiley
Newark Union Corporation/Newark Union Church & Cemetery	Mr. Cartier	\$2,000	Cartier/Bell	Yes-11 Absent-(Hollins/Kilpatrick) Not Voting-Smiley
Rockwood Park Preservation Society, Inc.	Mr. Cartier	\$500	Cartier/Bell	Yes-11 Absent-(Hollins/Kilpatrick) Not Voting-Smiley
Western District Advisory Council	Mr. Cartier	\$2,500*	Cartier/ Bell	Yes-11 Absent-(Hollins/Kilpatrick) Not Voting-Smiley
Arundel Civic Association	Mr. Sheldon	\$2,500	Sheldon/Diller	Yes-11 Absent-(Hollins/Kilpatrick) Not Voting-Smiley
Tri-State Bird Rescue and Research	Ms. Kilpatrick	\$1,684.46	Sheldon/Diller	Yes-11 Absent-(Hollins/Kilpatrick) Not Voting-Smiley
Kool Koloed Kid Generation	Mr. Hollins	\$1,000	Street/Bell	Yes-11 Absent-(Hollins/Kilpatrick) Not Voting-Smiley

*The Grant for National Night Out will come out of Council's Community Events funding line.

-Mr. Cartier made a motion to fund the Western Advisory Council grant for National Night Out. The motion was seconded by Ms. Hartley-Nagle.

-Ms. Durham questioned what amount was being proposed.

-Mr. Smiley objected to the wording on the grant application.

-Members of Council and Commander of Community Services Officer Erich Selhorst discussed the grant.

-Mr. Smiley made a motion to direct the Clerk of Council and the Deputy Clerk of Council to strike all requests in the grant beyond funding for National Night. If funds are left over, the applicant can seek Council's approval to spend the funds on other events. The motion was seconded by Mr. Carter and approved.

Present for Grants: Mr. Bell, Mr. Carter, Mr. Cartier, Ms. Diller, Ms. Durham, Ms. Hartley-Nagle, Mr. Sheldon, Mr. Smiley, Mr. Street, Mr. Tackett, Mr. Woods.

F. Expense and Revenue Round Table

-None

G. Other

-Mr. Carter requested that an update on the status of the Impact Fee Study be placed on an upcoming agenda. Mr. Smiley advised that he would reach out for an update and place it on a future Finance or Executive Committee Agenda.

H. Public Comment

-There was no public comment.

I. Adjournment

-Mr. Smiley made a motion, and Mr. Carter seconded that the meeting be adjourned.

-Mr. Cartier adjourned the meeting at 5:36 PM