



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

Co-Chair George Smiley, Seventh District

Co-Chair John Cartier, Eighth District

October 11, 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 05:04 PM by Mr. Cartier.

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

B. Approval of Minutes

-Mr. Smiley made a motion and Ms. Kilpatrick seconded to approve the minutes from the September 27, 2022 Ad-Finance meeting. Approval unanimous.

C. Review/Discussion of Resolution(s)

R22-195: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER WITH DOCUMENT TECHNOLOGY SYSTEMS FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$63,000.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Cartier read and explained the resolution.

-No public comment.

R22-196: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH DELAWARE CENTER FOR HOMELESS VETERANS INC. TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING FOR HOMELESS VETERANS AND INDIVIDUALS FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$5,000,000.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Cartier read and explained the resolution.

-Mr. Bell and Mr. Hollins commented.

-No public comment.

R22-197: AUTHORIZING THE EXECUTION OF AN APPLICATION TO ENTER INTO AN AGREEMENT WITH THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY FOR A LOW INTEREST WATER INFRASTRUCTURE FINANCE AND INNOVATION ACT LOAN AND

PAYMENT OF THE REQUIRED APPLICATION FEE OF \$100,000.00 Introduced by: Mr. Sheldon, Mr. Woods

- Mr. Cartier read the resolution.
- Mr. Sheldon and Mr. Cartier explained.
- Members of Council discussed the resolution with NCC General Manager of Public Works Tracy Surles.
- No public comment.

R22-198: CONGRATULATING THE OFFICE OF FINANCE FOR EARNING THE DISTINGUISHED BUDGET PRESENTATION AWARD FOR NEW CASTLE COUNTY'S COMPREHENSIVE ANNUAL BUDGET SUMMARY FOR 33 CONSECUTIVE YEARS Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read and explained the resolution.
- No public comment.

R22-199: AUTHORIZING THE COUNTY EXECUTIVE TO SIGN THE COLLECTIVE BARGAINING AGREEMENT WITH THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFFILIATE LOCAL 459 Introduced by: Ms. Hartley-Nagle

- Mr. Cartier read and explained resolution.
- No public comment.

D. Review/Discussion of Ordinance(s)

°22-119: AMEND THE GRANTS BUDGET: APPROPRIATE FUNDING FROM THE NEW CASTLE COUNTY COUNCIL FY2023 APPROVED OPERATING BUDGET TO THE ROCKWOOD MUSEUM GRANT, WHICH IS ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY RESOURCES Introduced by: Mr. Cartier

- Mr. Cartier read and explained the ordinance.
- Mr. Smiley commented.
- No public comment.

°22-120: AMEND THE FY2023 APPROVED OPERATING BUDGET: REDUCE THE GRANTS AND FIXED CHARGES BUDGET LINE ITEM OF COUNTY COUNCIL TO PROVIDE FUNDING FOR THE ROCKWOOD MUSEUM GRANT Introduced by: Mr. Cartier

- Mr. Cartier read and explained the ordinance.
- Members of council and NCC Clerk of Council Nellie Hill discussed the ordinance.
- No public comment.

°22-121: AMEND THE FY2023 CAPITAL PROGRAM AND BUDGET: INCREASE APPROPRIATIONS AND BOND AUTHORIZATIONS \$1,250,000 IN DELAWARE CLEAN WATER STATE REVOLVING LOAN FUNDS FROM THE STATE OF DELAWARE DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL TO THE DEPARTMENT OF PUBLIC WORKS, AIRPORT ROAD SANITARY SYSTEM ORIGINAL INTERCEPTOR REVITALIZATION, AS PART OF THE AIRPORT ROAD SYSTEM REHABILITATION CAPITAL PROJECT Introduced by: Mr. Sheldon, Mr. Woods

- Mr. Cartier read the ordinance,
- Mr. Sheldon explained.
- Members of council and NCC General Manager of Public Works Tracy Surles discussed the ordinance.
- No public comment.

°22-122: AUTHORIZING THE ISSUANCE OF \$7,750,000 IN GENERAL OBLIGATION BONDS THROUGH THE DELAWARE CLEAN WATER STATE REVOLVING LOAN FUND FOR THE DEPARTMENT OF PUBLIC WORKS, AIRPORT ROAD SANITARY SYSTEM ORIGINAL INTERCEPTOR REVITALIZATION, AS PART OF THE AIRPORT ROAD SYSTEM REHABILITATION CAPITAL PROJECT Introduced by: Mr. Sheldon, Mr. Woods

- Mr. Cartier read the ordinance.
- Mr. Sheldon explained.
- No public comment.

E. New Castle County Grant Requests/Community Events

10/11/22 Grant Matrix

Grant Applicant	Sponsor	Amount Requested	Council Member First/Second	Vote
River Road Swim Club	Mr. Cartier	\$2,500	Cartier/Hollins	Yes-12 No-0 Not Voting-Mr. Smiley
Winners, Inc.	Mr. Street	\$1,000	Street/Kilpatrick	Yes-12 No-0 Not Voting-Mr. Smiley
Good Neighbors Home Repair	Ms. Durham	Ms. Durham-\$1,000 Mr. Hollins- \$ 500 Mr. Tacket- \$ 500 TOTAL- \$2,000	Durham/Kilpatrick	Yes-12 No-0 Not Voting-Mr. Smiley
Brandywine High School Baseball Boosters	Ms. Durham	Ms. Durham- \$ 500 Mr. Street- \$ 500 TOTAL- \$1,000		Yes-12 No-0 Not Voting-Mr. Smiley

F. Expense and Revenue Round Table

NONE

G. Other**--FY 2021 CRF Single Audit Update- CFO Michael R. Smith**

- NCC Chief Financial Officer Michael Smith reported on the Corona Virus Relief Fund Single Audit:
- Office of Finance administered \$268.1 Million of Corona Virus Relief Funds in FY 2021
- This included:
 - Sampling of \$16.5 Million in non-payroll expenses (Contractual Services, Equipment, Materials & Supplies) for compliance and eligibility criteria that supported the use of CRF Funds.
 - The classification and eligibility supporting \$5.6 Million in Beneficiary payments made to receipts of such programs as Distance Learning and Winter Readiness as well as other nonprofits.
 - The classification, eligibility, risk analysis, certification and sub recipient monitoring of:
 - *\$14 Million in competitive grants (INN, FD, HE)
 - *\$19.8 Million in support payments to 13 municipalities and 21 Volunteer Fire Companies
 - *\$5 Million to DSU for the creation/operation of a Lab
 - *\$143 Million in inter-governmental transfer to the State of Delaware in support of a number of initiatives for the residents and business of NCC affected by COVID-19.
 - *\$22.5 Million for the acquisition of real property for The Hope Center.
- The Single Audit also included the review and analysis of the four quarterly reports filed in FY 2021 with the OIG.
- The FY 2021 Single Audit of the CRF Funds is complete and there are no findings.
- NCC County Auditor Robert Wasserbach commented.
- Members of council commented.

--Discussion of Council's November and December meeting calendar

-Mr. Smiley made a motion to hold the swearing in of council members on Friday, November 18, 2022 or Monday, November 21, 2022 subject to judge availability, Ms. Kilpatrick seconded. Vote was unanimously in favor.

-Mr. Carter requested a discussion of the return to office be placed on the next Executive Committee Meeting agenda. Mr. Smiley agreed.

-Mr. Street commented on a discussion that was held during the October 11, 2022 Public Works Committee meeting. Mr. Sheldon and Mr. Woods commented.

H. Public Comment

-None

I. Adjournment

-Mr. Smiley moved and Mr. Carter seconded to adjourn the meeting.

-Vote to adjourn was unanimously approved.

-Mr. Cartier adjourned the meeting at 6:01 pm.