



**NEW CASTLE COUNTY COUNCIL**  
**Administrative-Finance Committee**  
**January 26, 2021 – 5:00 p.m.**  
**Virtual Zoom Webinar Meeting\*\***

**MINUTES**

**I. CALL TO ORDER:**

- The Administrative-Finance Committee Meeting was called to order at 5:15 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, Woods, and President Hartley-Nagle were present.

**II. APPROVAL OF MINUTES:**

- Motion was made by Councilman Cartier, seconded by Councilwoman Diller, to accept the January 12, 2021 Administrative-Finance Committee Minutes. All in favor.

**III. RESOLUTION:**

**R21-012: APPROVING REVISED CLASS SPECIFICATION FOR INFORMATION SYSTEMS SPECIALIST PURSUANT TO *NEW CASTLE COUNTY CODE* SECTION 26.03.105**

**(F). Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley explained the Resolution.
- No discussion from Council.
- No Public Comment.

**R21-013: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR PICTOMETRY INTERNATIONAL CORPORATION FOR ENHANCED PICTURE RESOLUTION OF AERIAL PHOTOGRAPHY FOR THE DEPARTMENT OF LAND USE IN THE AMOUNT OF \$90,290.00. Introduced by: Mr. Smiley, Mr. Cartier**

- Mr. Smiley explained the Resolution.
- Discussion and questions from Council.
- No Public Comment.

**VI. ORDINANCES:**

**21-001: AMEND THE FY2021 APPROVED OPERATING BUDGET: APPROPRIATE \$90,290 IN FUNDING RECEIVED FROM THE NEW CASTLE COUNTY TECHNOLOGY FEE ACCOUNT WITHIN THE OFFICE OF THE RECORDER OF DEEDS TO THE DEPARTMENT OF LAND USE, GEOGRAPHIC INFORMATION SYSTEMS EQUIPMENT BUDGET LINE ITEM. Introduced by: Mr. Tackett, Ms. Kilpatrick**

- Mr. Tackett explained this Ordinance and stated it is the companion piece for the Resolution and will set this into law.
- Discussion and questions from Council.
- No Public Comment.

**21-002: TO PROVIDE FOR THE INSTALLATION OF GRANVILLE WITH RIBS LIGHTS IN THE BAKER FARM SUBDIVISION LOCATED IN ST GEORGES HUNDRED AND FOR A LIGHT TAX BASED ON THE COST OF STREET LIGHTS. Introduced by: Mr. Bell**

- Mr. Bell read per title.
- No discussion from Council.
- No Public Comment.

**21-003: TO PROVIDE FOR THE INSTALLATION OF GRANVILLE WITH RIBS LIGHTS IN THE BOYD’S CORNER FARM SUBDIVISION LOCATED IN ST GEORGES HUNDRED AND FOR A LIGHT TAX BASED ON THE COST OF STREET LIGHTS. Introduced by: Mr. Bell**

- Mr. Bell read per title.
- No discussion from Council.
- No Public Comment.

**IV. OTHER:**

- New Castle County Council Grant Requests/Community Events

<u>Grant Applicant</u>	<u>Sponsor</u>	<u>Amount Approved</u>	<u>Council Member Motion/Second</u>	<u>Vote</u>
Connection Community Church	Carter	\$1,000.	Carter/Kilpatrick	Yes – 11 No – 0 Absent - 1 Not voting – 1 (Smiley)
Nonantum Mills Maintenance Corporation	Sheldon	\$1,000.	Sheldon/Kilpatrick	Yes – 11 No – 0 Absent - 1 Not voting – 1 (Smiley)

- **Draft – Revision Grant Application**  
Discussion by Council on the proposed revised grant application. Councilman Cartier made a motion and seconded by Councilwoman Kilpatrick, to accept the revised grant application. All in favor. Clerk Hill will send out the revised grant application with the new date on the application to be used going forward.
- **Expense & Revenue Round Table**  
Councilman Carter stated he is planning on attending NACO and asked if anyone including the Legislative Assistants wanted to attend to let him know.
- **Discussion of Council Fiscal Year 2022 Budget**  
Councilman Smiley explained the changes to the Council Budget and discussion followed by Council members. Dates of the Budget hearings were sent to Council in a prior email. Deadline for changes to the budget without legislation is February 26, 2021.
- **Comments by the County Executive Branch**  
Deputy Chief Administrative Officer, Erik Raser-Schramm, updated Council regarding the

pilot program of the National Health Corps Delaware.

**IV. PUBLIC COMMENT: None**

**V. ADJOURNMENT:**

- Motion made by Councilman Woods, seconded by Councilman Cartier, to adjourn the meeting. All in favor. The meeting was adjourned at 5:55p.m.

*A recording of the meeting is available upon request. Respectfully submitted by Christine H. Roberts, Legislative Assistant, to Councilman George Smiley.*

**\*\*In accordance with Governor Carney's recently issued *Proclamation*, coupled with the Governor's *Declaration of a State of Emergency*, New Castle County Council is holding this meeting as a telephone and video conference, utilizing **zoom** Webinar. Meeting materials, including a meeting agenda, legislation to be addressed during the meeting, and other materials related to the meeting are electronically accessible at <https://nccde.org/AgendaCenter/County-Council-1>**