

City Council of the Mayor and Council of New Castle
Special Council Organizational Meeting
Town Hall – 201 Delaware Street – New Castle
Thursday – May 7, 2009 – 6 p.m.

Present:

Council President William Barthel
Councilperson John Cochran
Councilperson Teel Petty
Councilperson Ted Megginson

President Barthel informed the City Council that Councilperson Gaworski was ill and unable to attend the meeting.

Also Present:

City Treasurer Janet Carlin, City Administrator Cathryn Thomas, Finance Director Marian Delaney

New Business

1. Council held discussion and decided on departmental and other liaison assignments. President Barthel said he would like to follow tradition, which calls for Councilpersons to choose liaison assignments based on the number of votes received in the recent City election. The liaison assignments were selected as follows:

Public Safety and Police:	Councilperson Gaworski
Finance and Human Resources:	Councilperson Cochran
Public Services:	Councilperson Megginson
Parks and Buildings:	Councilperson Petty
Battery Park Committee:	Councilperson Petty
Planning Commission:	Councilperson Megginson
Goodwill Fire Co.:	Councilperson Gaworski
Historic Area Commission:	Councilperson Cochran
Trustees of the New Castle Common:	Councilperson Megginson
Municipal Services Commission:	Councilperson Cochran
Tree Commission:	To be determined

2. President Barthel asked Council to consider rules on the conduct of Council meetings and the transaction of Council business. The Council agreed to the following rules:

- A) The use of Roberts Rules of Order as the rules under which Council meetings shall be conducted.
- B) The implementation of a three-minute time limit for speakers from the floor.
- C) The process by which items may be placed on the Council Agenda.

The Council adopted the following policy related to placing items on the agenda:
Council members shall provide agenda items to the Council President for consideration to be placed on the City Council agenda. To meet FOIA and other requirements, items must be provided no later than 5 p.m. on the Friday 11 days prior to the Tuesday Council meeting.

For agenda items suggested and requested by residents, City personnel or other persons, they may be provided to appropriate Council members or to the Council President directly.

The Council President shall provide all items to be placed on the agenda to the City Administrator, who shall prepare the agenda and ensure that FOIA requirements are met. Items from individual Council members shall be identified as such on the prepared agenda.

3. The City Council discussed and approved a Schedule for City Council Budget Workshop Sessions and conducted general discussion on City Budget financial parameters.

The schedule for City Council Budget Workshop Sessions is as follows:

Thursday, May 14, 6 p.m. at Town Hall, City Council Chambers;

Tuesday, May 19, 6 p.m. at Town Hall, City Council Chambers;

Thursday, May 21, 7 p.m. at Town Hall, City Council Chambers;

Tuesday, May 26, 6 p.m. at Town Hall, City Council Chambers.

Administrator Thomas explained she and Finance Director Delaney would like to receive general parameters and the general philosophical approach on the budget from the new Council.

Administrator Thomas provided the Council with a chart of estimated income and expenses for the remainder of the City's fiscal year, ending June 30, 2009.

Councilperson Cochran said he had addressed the department heads and talked with them about some budget cuts in each department with the hope of trying not to have any tax increase.

Councilperson Petty said that before the Council talks about any cuts, it needs to dig into the budget to see what the situation is and look at the complete package.

President Barthel said he would like as a goal to not raise taxes. That may be difficult in the current economy, but he would like to find a way to accomplish that.

Finance Director Delaney explained revenues from property tax transfers and building and permits are down significantly year to date. Those two items alone may result in a revenue shortfall in the current budget of \$140,000 (\$100,000 less collected from property tax transfers and \$40,000 less collected from permits, compared with the original budget revenue projections from June of 2008).

Councilperson Petty, on behalf of herself and Councilperson Gaworski, welcomed all the new elected officials and expressed hope that the Council will work as a group for the betterment of the community.

The meeting adjourned at 6:25 p.m.

Respectfully submitted,

Michael Dickinson
City Clerk