

Finance, Ways and Means
Thursday, February 23, 2023 @ 9:00 AM
Chambers

AGENDA

9:00 AM Call Meeting to Order

Approval of Minutes

- FWMC Meeting Minutes January 26, 2023

Finance/Payroll:

1. Department Update

Treasurer/Budget Officer:

1. Department Update
2. Sales Tax Report

County Clerk's Office / DMV:

1. Department Update
2. 2023 Annual Report for 2022

Resolutions:

1. Indicating Certain Intent Pursuant to RPTL 487(9) and Directing the Madison County Department of Law to Issue Certain Notice to New Leaf Energy, Inc.
2. Authorizing the Modification of the 2023 Adopted County Budget (8990 Aquatic Vegetation Project)
3. Authorizing the Modification of the 2023 Adopted County Budget (5113 Consolidated Highway Program)
4. Authorizing the Chairman to Enter into an Agreement with Herkimer County Historical Society
5. Authorizing A Budget Modification for the 2023 Adopted Budget for the Childhood Lead Poisoning Prevention Grant (4012 Public Health Preventive)
6. Authorizing the Modification of the 2023 Adopted County Budget (1990 Contingent Fund/3110 Sheriff's Office)
7. Authorizing the Chairman to Accept Grant Funds from the NYS Division of Homeland Security & Emergency Services and Modifying the 2023 Adopted County Budget
8. Establishing Funding for the ALS Medic Car and EMS Training Programs and Establishing an EMS Reserve Fund
9. Establishing an Emergency Medical Service Agency Funding Plan

Other Committee Business

Preferred Agenda

Next Meeting:

1. March 30, 2023

Adjourn

Finance, Ways and Means Committee

Meeting Minutes

January 26, 2023 9:00 a.m.

PRESENT: Chairman Matt Roberts
Vice Chair Melissa During
Supervisor John Pinard
Supervisor Pete Walrod
Supervisor Ronda Winn

OTHERS PRESENT:

Lou Anne Randall, Finance Director
Keith Lummis, Assistant Director of Finance
Cindy Edick, Treasurer
Rebecca Marsala, Deputy Treasurer
Ryan Chaires, Deputy Treasurer
Emily Burns, Clerk to the Board
Tina Wayland-Smith, County Attorney
Delaney Livermore, Intern – County Attorney's Office
Mark Scimone, County Administrator
Jenna, Illingworth, EMS Coordinator
Samantha Field, Public Information Officer

A quorum being present, Chairman Matt Roberts called the meeting to order at 9:00 a.m. in the Supervisors Chambers.

I. Approval of Minutes:

Motion by J. Pinard to approve the minutes of the November 22, 2022 meeting; seconded by M. During. Motion unanimously approved.

II. Finance/Payroll:

Director of Finance Lou Anne Randall reported that the transition from MUNIS to EERPS is complete. . Payroll department is back to full staff. Both Finance and Payroll have been working diligently to complete year end tasks including the printing of W-2's, ACA and 1099 tax forms. Included in today's agenda is the 2023 agreement with Bonadio for the audit of 2022.

III. Treasurer:

Deputy Treasurer Rebecca Marsala updated the Committee with recent New York State legislation for exempt volunteer firefighters and ambulance workers who are provided a 10% property tax exemption. Currently there are seven taxpayers in the County that get the exemption. Data is being gathered to determine the cost of this exemption to the County. Those volunteers that qualify are eligible for either the property tax exemption or the \$200 credit on their NYS income taxes.

Deputy Marsala also spoke about the revisions made to the limitations on 50% reduction exemptions for senior citizens. If Madison County increases the annual income by \$10,000, most senior residence will fall into the 50% exemption.

Deputy Marsala reviewed the resolution presented in the agenda for the designation to approve the New York State Real Property Tax Law correction for errors less than \$2,500. This resolution, renewed on an annual basis, is intended to streamline the correction process and to minimize the number of resolutions for corrections. Most corrections fall under the \$2,500 limit. The only exception would be a court ordered reduction in assessment which could be higher than this limit.

Treasurer Cindy Edick commended her department for accurately processing and balancing the numerous tax payments received on a daily basis. ARPA reporting is in draft form and will be submitted as soon as 2022 is finalized. Sales tax distributions for 2022 ended at \$39.2 million; an increase of \$2.3 million (6.29%) from 2021. Forty percent of sales tax is distributed to local towns and villages.

IV. Resolutions:

1. Authorizing the modification of the 2023 adopted County budget (4308 Mental Health).
2. Authorizing the modification of the 2023 Adopted County budget (4220 Narcotics Addiction Control).
3. Authorizing the modification of the 2023 adopted County budget (4311 Mental Health School Clinics).
4. Authorizing the modification of the 2023 adopted County budget (3150 Sheriff-Correctional Facility).
5. Authorizing the modification of the 2023 adopted county budget (3410 Office of Emergency Management).
6. Authorizing the Chairman to enter into an agreement with Bonadio & Co. for auditing services.
7. Authorizing the Chairman to enter into an agreement with Community Action Program for Madison County, Inc. and to modify the 2023 adopted County Budget.
8. Authorizing the modification of the 2023 adopted budget (6010 Safe Harbor).
9. Authorizing the Chairman to execute a contract (BRIDGES) and modifying the 2023 adopted County budget (4220 Narcotics Addiction Control).
10. Authorizing the Chairman to accept grant funds with the US Department of Justice – Small, Rural, and Tribal Body Worn Camera Program Grant and modifying the 2023 County Budget (3110 Sheriff's Office).
11. Authorization for the officials designated to approve the New York State Real Property Tax Law correction of errors less than \$2,500.

P. Walrod made a motion to review and approve resolution 1-11; seconded by J. Pinard. The Committee unanimously voted on and approved all resolutions.

V. Preferred Agenda:

It was the consensus of the Finance Committee to allow any eligible resolution from today's meeting to be added to the preferred agenda. All resolutions were voted on and approved by the Committee.

VI. Other Committee Business:

County Attorney Tina Wayland-Smith noted updates to requirements for Notaries Public. Effective January 25, 2023, Notaries Public are required to keep a journal, which is retained for ten years, of all in-person and electronic notarial acts performed. The journal for in-person services is extensive and must include the date; name and address of individuals needing this service; number and types of notarial services provided; types of credential used to identify the principal; and the verification procedures used for any personal appearance before the notary public. The electronic notary journal must include the same as in-person notarial services as well as the identification of the communication technology used and an actual audio or video recording of the act.

VII. Executive Session

A motion was made by P. Walrod at 9:20 a.m. to go into executive session for the purpose to discuss the financial history of particular corporations pursuant to Public Officers Law 105 (1)(f).

Motion made by M. During to exit Executive session at 9:50 a.m.; seconded by R. Winn.

VIII. Next Meeting: February 23, 2023

IX. Adjournment:

The Committee adjourned at 9:53 p.m. on the motion of P. Walrod; seconded by J. Pinard. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairman Matt Roberts

RESOLUTION NO. _____

**INDICATING CERTAIN INTENT PURSUANT TO RPTL §487(9) AND DIRECTING THE
MADISON COUNTY DEPARTMENT OF LAW TO ISSUE CERTAIN NOTICE TO
NEW LEAF ENERGY, INC.**

WHEREAS, the Chairman of the Madison County Board of Supervisors received correspondence on January 30, 2023, from New Leaf Energy, Inc., pursuant to New York State Real Property Tax Law (RPTL) § 487(9) that they intend to construct a wind energy system at 4949 Forest Avenue, Oneida (the "Project"), referred to as Oneida Wind 1, LLC; and

WHEREAS, pursuant to RPTL § 487(9) where a county has not acted to remove the exemption under § 487, the County may require a wind energy system which meets the requirements of § 487(4) to enter into a contract for payments in lieu of taxes; and

WHEREAS, once the County has received written notification from the owner or developer of said system to construct such a system, the County then has sixty (60) days to notify in writing the developer or owner of the County's intent to require a contract for payments in lieu of taxes;

NOW, THEREFORE, BE IT RESOLVED, that is such Project is eligible for such an exemption, Madison County intends to require a contract for payments in lieu of taxes up to the amounts which would otherwise be payable but for the exemption under RPTL § 487; and

BE IT FURTHER RESOLVED, that the Madison County Department of Law notify New Leaf Energy, Inc. in writing of Madison County's intent to require a contract for payments in lieu of taxes up to the amounts which would otherwise be payable but for the exemption under RPTL § 487 if such Project is eligible for such an exemption.

Dated: March 14, 2023

Matthew Roberts, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2023 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2023 Adopted County Budget be modified as follows:

Capital Projects Fund

8990 Aquatic Vegetation Project

Expense

H899080 542515 Aquatic Veg 2021-2022

From

\$-0-

To

\$89,200

Control Total

\$89,200

Revenue

H899080 439121 State Aid Aquatic Veg 2021-2022

\$-0-

\$89,200

Control Total

\$89,200

Dated: March 14, 2023

Matthew A. Roberts, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2023 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2023 Adopted County Budget be modified as follows:

County Road Fund

5113 Consolidated Highway Program

Expense

	<u>From</u>	<u>To</u>
D511350 529370 Reservoir Culvert Replacement	<u>\$560,000</u>	<u>\$590,500</u>

Control Total

\$30,500

Revenue

D511350 435010 State Aid Consolidated Highway Aid	<u>\$5,687,198</u>	<u>\$5,717,698</u>
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Control Total

\$30,500

Dated: March 14, 2023

Matthew Roberts, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO
AN AGREEMENT WITH HERKIMER COUNTY HISTORICAL SOCIETY.**

WHEREAS, Madison County Historian, Matthew Urtz, has been in possession of two (2) dairy separators since the courthouse restoration; and

WHEREAS, the items were found in the crawlspace and the county historian has determined that the items do not have provenance to Madison County;

WHEREAS, and the items were made in Little Falls, NY; and

WHEREAS, the Herkimer County Historical Society has expressed an interest in obtaining the separators to document their history

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Supervisors be, and hereby is, authorized to enter into an agreement with the Herkimer County Historical Society to donate the dairy separators.

Dated: March 14, 2023

Matthew Roberts, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. _____
AUTHORIZING A BUDGET MODIFICATION FOR THE 2023 ADOPTED
BUDGET FOR THE CHILDHOOD LEAD POISONING PREVENTION GRANT

WHEREAS, Madison County Public Health Department has been notified by New York State Department of Health of their approval of the Childhood Lead Poisoning Prevention Program budget and work plan for the period of October 1, 2022 through September 30, 2023, and

WHEREAS, Resolution 22-213 was approved on May 10, 2022 for a Five year contract (C369995GG) beginning October 1, 2021 – September 30, 2026; and

WHEREAS, State and Federal funding for this grant is available for the period of 10/1/22-09/30/23, this grant is identified by the following:

Awarding Agency:	Health Resources and Services
Pass-through Agency:	New York State Department of Health
Catalog #:	93.994
Programs Name:	Childhood Lead Poisoning Prevention Program
Contract No.:	DOH01-C36995GG-3450000
Grant Extension:	10/1/22-09/30/23
Federal Funds:	21.52%
Grant total:	\$46,200

WHEREAS, the remaining 78.48% of the grant is New York State funded; and

WHEREAS, the Health and Human Services Committee supports the Health Department's involvement in this initiative;

BE IT FURTHER RESOLVED, that the 2023 Adopted County Budget be modified as follows:

General Fund

4012 Public Health Preventive

	<u>From</u>	<u>To</u>
<u>Expense</u>		
A401240.541037 Lead Grant Expense	\$0	\$10,805
Control Total		<u>\$10,805</u>

<u>Revenue</u>		<u>From</u>	<u>To</u>
A401240.434016	State Aid Lead Pois. Grant	\$27,778	\$36,258
A401240.444015	Federal Aid Lead Pois. Grant	<u>\$7,617</u>	<u>\$9,942</u>
	Total	<u>\$35,395</u>	<u>\$46,200</u>
	Control Total		<u>\$10,805</u>

Dated: March 14, 2023

Mary Cavanagh, Chairperson
Health and Human Services Committee

Matthew Roberts, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2023 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2023 Adopted County Budget be modified as follows:

General Fund

1990 Contingent Fund

Expense

	<u>From</u>	<u>To</u>
A199010 544440 Contingent	\$1,910,000	\$1,810,747

3110 Sheriff's Office

Expense

A311030 513000 Personal Services Part Time	\$375,000	\$430,924
A311030 582100 Social Security & Medicare Expense	305,388	309,666

3119 School Resource Officers

Expense

A311930 513000 Personal Services Part Time	\$481,000	\$517,276
A311930 582100 Social Security & Medicare Expense	<u>36,797</u>	<u>39,572</u>

Control Totals	<u>\$3,108,185</u>	<u>\$3,108,185</u>
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Dated: March 14, 2023

Matthew A. Roberts, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ACCEPT GRANT FUNDS
FROM THE NYS DIVISION OF HOMELAND SECURITY & EMERGENCY SERVICES AND
MODIFYING THE 2023 ADOPTED COUNTY BUDGET**

WHEREAS, the NYS Division of Homeland Security & Emergency Services has the FY 2022 Domestic Terrorism Prevention Grant Program; and

WHEREAS, Madison County has been awarded a grant for \$172,413 by the NYS Division of Homeland Security & Emergency Services, and

WHEREAS, Madison County Sheriff's Office will be the lead agency for the coordination and development of a domestic terrorism prevention plan. These funds will provide 100% reimbursement of eligible personnel, overtime, supplies and rental facilities costs to conduct the business of the Threat Assessment Management (TAM) team, and this grant program is described as follows:

Awarding Agency:	NYS Division of Homeland Security & Emergency Services
Project ID #:	DT22-1053-E00
DHSES #:	WM22175024
Program Name	Domestic Terrorism Prevention Grant
Grant Period:	9/1/22 – 8/30/2024
Contract #:	C175024
State Funds:	100%
Grant Total:	\$172,413

NOW THEREFORE BE IT RESOLVED, that the Chairman of the Board of Supervisors be authorized to enter into an agreement with the NYS Division of Homeland Security & Emergency Services, a copy of which is on file with the Clerk of the Board, and

BE IT FURTHER RESOLVED, that the 2023 Adopted County Budget be modified as follows:

General Fund

3640 Civil Defense

Expense

	<u>From</u>	<u>To</u>
A364030 512000 Personal Services-Grants	\$-0-	\$94,000
A364030 514000 Overtime Expense	-0-	45,413
A364030 544262 Supplies Expense-TAM	-0-	9,000
A364030 544244 Rental of Facilities-TAM	-0-	<u>24,000</u>
Control Total		<u><u>\$172,413</u></u>

Revenue

A364030 433065 SA Domestic Terrorism Prevention Grant	<u>\$-0-</u>	<u>\$172,413</u>
Control Total		<u><u>\$172,413</u></u>

Dated: March 14, 2023

Rex Vosburg, Chairman
Criminal Justice, Public Safety and
Emergency Communications Committee

Matthew A. Roberts, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. _____

**ESTABLISHING FUNDING FOR THE ALS MEDIC CAR AND EMS TRAINING PROGRAMS
AND ESTABLISHING AN EMS RESERVE FUND**

WHEREAS, pursuant to Madison County Resolution 22-526, the Madison County Board of Supervisors approved the operation of an Advanced Life Support (ALS) Transporting Service within Madison County; and

WHEREAS, the Madison County Office of Emergency Management has developed a plan to include the operation of ALS Medic Cars to provide additional support the Emergency Medical Service (EMS) agencies providing services to Madison County as well as a training program intended to support training needs necessary to recruit and retain EMS providers for all Madison County EMS agencies; and

WHEREAS, there is a need to identify sustainable funding for the Medic Car and Training programs; and

WHEREAS, the County of Madison Criminal Justice, Public Safety, and Emergency Communications Committee requests that a fund of \$1,000,000 be set aside each year beginning with the 2024 County Budget for the purpose of operating the Medic Car and EMS Training programs with any funds in excess of the actual operating budget to be placed into a reserve account for future EMS needs.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors hereby directs the Budget Officer to establish funding in the 2024 County Budget in the amount of \$1,000,000 to support the Advanced Life Support Medic Car and Emergency Medical Service Training programs; and

BE IT FURTHER RESOLVED, the Director of Finances is directed to establish a reserve fund for future Emergency Medical Service needs with said reserve fund being funded by and amount above the operational needs of the Medic Car and EMS training programs up to \$1,000,000.

Dated: March 14, 2023

Matthew A. Roberts, Chairman
Finance, Ways, and Means Committee

RESOLUTION NO. _____

ESTABLISHING AN EMERGENCY MEDICAL SERVICE AGENCY FUNDING PLAN

WHEREAS, pursuant to Madison County Resolution 22-536, the Madison County Board of Supervisors acknowledged a request from Emergency Medical Service (EMS) agencies providing services within Madison County to develop a funding plan replacing financial support from the towns and villages with support from the county; and

WHEREAS, a working group comprised of leaders from Madison County's EMS agencies, Madison County Emergency Management staff, and members of the Madison County Board of Supervisors have worked to identify the financial need, potential funding streams, agency expectations, and distribution methodology in an effort to provide equity throughout the county EMS system, a reliable revenue stream for budgetary stability, and ultimately provide increased sustainability for EMS agencies; and

WHEREAS, the County of Madison Criminal Justice, Public Safety, and Emergency Communications Committee endorses a plan to provide direct financial assistance EMS agencies distributed equally based upon taxable valuation of the area served by each EMS agency; and

WHEREAS, the total of said fund will be equivalent to the amount raised by a property tax not to exceed \$0.25 per thousand of county taxable valuation.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors hereby directs the Budget Officer to establish funding in the 2024 County Budget equivalent to the amount raised by a property tax not to exceed \$0.25 per thousand of county taxable valuation and to provide financial assistance to participating Emergency Medical Service agencies providing services within Madison County; and distributed equally based upon taxable valuation of the area served by each EMS agency pursuant to a contract between each participating agency and the County of Madison; and

BE IT FURTHER RESOLVED, said fund will be distributed equally based upon taxable valuation of the area served by said EMS agency in accordance with a contract to be developed and entered into between each EMS agency and the County of Madison

Dated: March 14, 2023

Matthew A Roberts, Chairman
Finance, Ways, and Means Committee