

Finance, Ways and Means Committee

Meeting Minutes

February 23, 2023 9:00 a.m.

PRESENT: Chairman Matthew Roberts
Vice Chair Melissa During
Supervisor John Pinard
Supervisor Pete Walrod
Supervisor Ronda Winn (via Zoom)

OTHERS PRESENT: Keith Lummis, Assistant Director of Finance
Cindy Edick, Treasurer
Ryan Chaires, Deputy Treasurer
Emily Burns, Clerk to the Board
Tina Wayland-Smith, County Attorney
Mark Scimone, County Administrator
Jenna, Illingworth, EMS Coordinator
Samantha Field, Public Information Officer
Michael Keville, County Clerk
Dan Degear, Director of Emergency Management
John Becker, Chairman of the Board of Supervisors
Supervisor Rex Vosburg (10:00 a.m.)
Paul Lutwak, Director of Information Technology

Chairman Matthew 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 January 26, 2023 meeting; seconded by J. Becker. Motion unanimously approved.

II. Finance/Payroll:

Assistant Director of Finance, Keith Lummis, reported to the Committee that corrective actions are being taken to resolve issues with Public Health W-2 processing. Letters are being sent to those employees where one-time bonus payments did not appear, due to programing issues, in the correct box (#14) of the tax forms. The department continues to finalize closing entries for 2022.

III. Treasurer:

Treasurer Cindy Edick informed the Committee that staff is researching and correcting errors associated with the misapplication of rates for about 200 special district tax bills. Treasurer Edick discussed New York State revisions to abandoned property foreclosure filings. Potential updates will not allow counties to retain overages. Lien holders would be paid first and the surplus would be returned to the owner. Administrative costs, which may total more than what is earned, could potentially be deducted from the surplus. NYS is still sorting this out.

The updated Federal Medical Assistance Percentage is unknown at this time. It is speculated that changes in this rate may be utilized by New York State to expand Medicaid. Currently Madison County has invested \$48 million dollars with Three + One. Recently \$5 million was invested in T-Notes which will earn 5%. Sales tax distributions as of February 13, 2023 were \$3,050,588; an increase of \$404,972 (15.31%) compared to the same time in 2022.

IV. County Clerk:

County Clerk Michael Keville reported the following figures for the Clerk's Office:

DMV:

MTD	\$80,508.38	5.8% Gain
YTD	\$204,051.86	13.8% Gain

Recording

MTD	\$25,550	28.6% Decrease
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New Transfer Tax	\$22,158	
YTD 2023	\$62,147	24.6% Decrease
YTD Local Transfer Tax	\$48,728	
YTD Mortgage Tax	\$47,451	49.5% Decrease

Records Management has corrected several misfiling's while disposing of Pistol Permit paper files. The disposition process continues according to New York State retention schedule. NY Muni-Trust has earned more than \$2,000 in interest in residual funds. A Temporary Deputy Clerk is being sought in anticipation of a potential retirement within the department.

Clerk Keville presented the Madison County Clerk 2023 Annual Report for Fiscal Year 2022 to the Committee. In person DMV transactions are encouraged and earn the County 12.7% compared to 3.25% for online transactions. In 2022 \$1.4 million was retained by the County for DMV Transactions. Keville noted that court fees decreased in 2022 from 2021 possibly because of catch up that occurred in 2021 as courts were closed in 2020. It was the consensus of the committee to Increase the photo fee from \$10 to \$15.

V. 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 County 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.

M. During made a motion to review and approve resolution 1-9; seconded by J. Pinard. The Committee unanimously voted on and approved all resolutions.

The Committee discussed resolution 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.) and the project's potential impact on the neighboring 911 communications tower. This resolution was approved by the Committee who will further discuss as the project moves forward and new facts are presented. Dan Degear provided additional details pertaining to resolutions 8 (Establishing funding for the ALS Medic Car and EMS training programs and establishing an EMS Reserve Fund) and resolution 9 (Establishing an Emergency Medical Service Agency Funding Plan). The Committee agreed to approve resolution 9 if amended to cap the taxable valuation at \$1.2 million in total rather than not to exceed \$0.25 per thousand of county taxable valuation.

VI. 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.

VII. Next Meeting: March 30, 2023

VIII. Adjournment:

The Committee adjourned at 10:15 a.m. on the motion of J. Pinard; seconded by M. During. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairman Matthew Roberts approved on March 30, 2023.