

Finance, Ways and Means Committee

Meeting Minutes

February 22, 2024 9:00 a.m.

PRESENT: Chairman Matthew Roberts
Vice Chair Melissa During
Supervisor Loren Corbin
Supervisor TJ Stokes
Supervisor Ronda Winn via Zoom

OTHERS PRESENT: Cindy Edick, Treasurer
Tina Wayland-Smith Esq., County Attorney
Ryan Coe, Public Information Officer (9:05)
Keith Lummis, Assistant Director of Finance
Mary Cavanagh, Supervisor (9:07)
Mike Keville, County Clerk (9:04)
Ryan Chaires, Deputy Treasurer
Mark Scimone, County Administrator
Emily Burns, Clerk to the Board
Lou Anne Randall, Director of Finance via Zoom
Melissa Felton, Second Assistant County Attorney
Robert Mascari, Chief Assistant District Attorney

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

I. Approval of Minutes:

Motion by M. During to approve the minutes of the January 25th meeting; seconded by L. Corbin. Motion unanimously approved.

II. Finance:

According to Finance Director Lou Anne Randall, Madison County Payroll Department has completed the 2023 year end process and is training on ERP updates. The Finance Department continues to work on 2023 year end along with current duties. ERP training begins on February 27th. Finance and Purchasing are working towards implementing Grant Management through ERP. A more accurate snapshot of fund balance will be available in April when 2023 is closed.

III. Treasurers:

Deputy Treasurer Ryan Chaires conveyed that the collection of the 2024 property taxes is in process and is going extremely smooth. Currently, \$10.6 million has been collected. Real Property is working with County Attorney's to decipher new state legislature and what changes we can make going forward to accommodate and overcome the challenges with this new legislature. Treasurer Cindy Edick added that Treasurer's is working to acclimate to the time consuming state mandated changes associated with Certificate of Residency for Community College attendees. .

Treasurer Cindy Edick reported sales tax of \$2,945,414; a decrease of 3.45% or \$105,174 less than 2023. Finance and Treasurers is working with Three + One Company, Inc. to maximize earnings on interest rates. Three + One Company, Inc. has offered services to determine if utilizing own dollars vs. issuance of bonds for certain projects such as the sewer project.

IV. County Clerk:

County Clerk Michael Keville reported the following activity for February.

DMV:

Transactions	6,630; .3% increase
Retention:	63,070; 18.8% decrease

YTD:	160,354 20.3% decrease
<u>Recording</u>	
MTD 2024	\$29,577; 26% increase
YTD	84,112 40.1% increase
Transfer tax collected	\$33,252
YTD	100,722
Mortgage Tax	21,636; 20% increase
YTD	61,500 31.4% increase
<u>Interest</u> -	\$3,230.61

Records Management is working to minimize a shelf of satisfaction & assignment and mortgage book with a goal of maximizing office space after carpet installation.

In anticipation of April being Donate Life, a fundraising banquet is being planned on April 3rd to support this worthy cause. Corporate and media sponsorship are being sought. Guest speakers including ambassadors to Organ Donation have been invited to present at this banquet. Starting March 1st, the DMV will be open on Fridays with no appointment necessary. Friday hours will be shortened to allow dealer work to be processed.

Working from home has proven beneficial for employees in the Clerk's Office. While working remotely, employees are able to verify old documents so disposition of paper records can occur, as well as electronic recording of several records series and e-filing for court records.

The Madison County Historian is sharing history of salacious criminal cases with Madison Central School students who delve into court records for details pertaining these cases.

V. Resolutions:

1. Authorizing the modification of the 2024 Adopted County budget (3150 Corrections).
2. Authorizing Chainman to enter into agreements with abstract companies for 2024.
3. Authorizing the modification of the 2024 Adopted County budget (3110 Sheriff's office).
4. Authorizing the Chairman to enter into an agreement with the NYS Division of Criminal Justice Services.
5. Authorizing the modification of the 2024 Adopted County budget (8197 Sewer Project).
6. Authorizing the modification of the 2024 Adopted County budget (3412 CAD System for Law Enforcement).

M. During made a motion to review and approve resolutions 1-6; seconded by L. Corbin. The Committee unanimously voted on and approved all resolutions.

VI. Preferred Agenda

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

VII. Other Committee Business

Committee Chairman Matthew Roberts lead a discussion on the modification of sales tax allocation from Madison County to towns and villages. Treasurer Edick shared a report illustrating two scenarios in allocation of the sales tax; one with 2023 full values and another with cap at 2023 with 25%/75% thereafter. This calculation effects budget decisions that are made now for future years.

VIII. Next Meeting: March 28, 2024

IX. Adjournment:

The Committee adjourned at 9:45 a.m. on the motion of M. During seconded by L. Corbin. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairman Matthew Roberts approved on March 28, 2024.