Finance, Ways and Means Committee

Meeting Minutes
May 27, 2021 9:00 a.m.

PRESENT: Chairwoman Yvonne Nirelli
Vice Chairman Cliff Moses
Supervisor Mary Cavanagh
Supervisor Matt Roberts
Supervisor Jim Cunningham via Zoom

ALSO: Finance Director Lou Anne Randall
County Clerk Mike Keville
County Attorney Tina Wayland-Smith
Assistant Finance Director Keith Lummis
Treasurer Cindy Edick
County Administrator Mark Scimone
Chairman John Becker
Intern Noah Devaney
Public Information Officer Samantha Field via Zoom

Chairwoman Yvonne Nirelli called the meeting to order at 9:02 a.m.

I. Approval of Minutes:
Motion by M. Roberts to approve the minutes of the April 28, 2021 meeting; seconded by M. Cavanagh. Motion unanimously approved.

II. County Clerk:
County Clerk Michael Keville reported that mortgage tax distributions to towns and villages increased from spring 2020. This increase was due in part to the current real estate boom and low interest rates. The county will retain $281,500 year to date from mortgage tax. DMV year to date earnings increased by $250,000 (48%) compared to 2019. Two new full time employees recently started working in the DMV. Appointments were already booked through June 21st for processing DMV transactions when the governor lifted the requirement. Appointments have been turned off for the majority of transactions for Madison County residents past June 21. However, out of county DMV customers still needed appointments for the foreseeable future. DMV customers now have the opportunity to pick up completed transactions Friday mornings at the security desk as well as from 2:30-3:00 p.m. at the drive through pick up location. Recording fees are up 45% year to date. Reconfiguration of a portion of the DMV office is being considered specifically for processing dealer transactions.

Supervisor Mary Cavanagh commended Clerk Keville and his staff for the flexibility and resourcefulness provided to the community during this period of uncertainty.

III. Finance Director:
Finance Director Lou Anne Randall shared a report showing 2020 encumbrances which total $52,682. She informed the committee that the Bonadio audit is underway. Director Randall, Assistant Finance Director Keith Lummis and Treasurer Cindy Edick recently met with Three + One Co. Inc. to finalize investment details. In review of documents, Treasurer Edick found that FDIC would not protect potential investments held at Signature Bank. Another meeting with Three + One Co. Inc. will be scheduled to discuss this and other investment options.

Finance Director Randall met with FEMA regarding COVID-19 grant related expenditures which totaled $259,284. Office supplies, extra cleaning expenses, and information technology expenditures not related to EOC which may not be allowable, will be reevaluated to determine what might actually be accepted. Director Randall informed the committee that Madison County received $99,963 for unemployment insurance making Madison County 100% repaid.

IV. Treasurer:
Treasurer Cindy Edick reported that Real Property has prepared information for village taxes. Tax searches and certificates of residency continue to be steady. Payments to not for profit agencies can be processed for second half of year as planned. Compared to 2020, year to date sales tax increased by $1,585,588 (18.36%) despite withholding for AIM and Distressed Provider Assistance.

V. Resolutions:

1. **Approval of Mortgage Tax Report Spring 2021.**
2. **Authorizing the disbursement GAP Elimination Funds to Madison County towns and villages.**
3. **Authorizing special district grants.**
4. **Authorizing towns, village and city municipal grants.**
5. **Indicating certain intent pursuant to RPTL §487(9) and directing the Madison County Department of Law to issue certain notice to Borrego Solar Systems, Inc.**
6. **Authorizing deposit of matching funds for Rural Utilities Service Reconnect Program Grant application.**
7. **Authorizing the modification of the 2021 adopted county budget – Finance Office.**
8. **Authorizing the Chairman to enter into an agreement with Madison County Children's Camp and to modify the 2021 adopted county budget.**
9. **Authorizing the Chairman to enter into an agreement with the village of Hamilton and to modify the 2021 adopted county budget.**
10. **Authorizing the chairman to enter into an agreement with the Great Swamp Conservancy, Inc. and to modify the 2021 adopted county budget.**
11. **Authorizing the modification of the 2021 adopted county budget Capital Projects Fund.**
12. **Authorizing the modification of the 2021 adopted county budget Clockville Water District No.1.**
13. **Authorizing the modification of the 2021 adopted county budget – Oneida Lake Planning.**
14. **Authorizing the modification of the 2021 adopted county budget – Delphi Falls Planning.**
15. **Authorizing the chairman to enter inot an agreement with the NYS Division of Homeland Security and Emergency Services and modifying the 2021 county budget – Explosive Detection Canine Team Grant Program.**
16. **Authorizing the modification of the 2021 adopted county budget-Contingent Fund.**
17. **Authorizing the chairman to enter into an agreement and modify the 2021 adopted county budget for Public Health Preparedness Grant.**
18. **Authorizing the modification of the 2021adopted county budget –Landfill.**
19. **Authorizing the modification of the 2021 adopted county budget –Landfill.**

Resolutions 1-19 were reviewed and C. Moses made a motion to approve the resolutions; seconded by M. Cavanagh. Motion unanimously approved.

VI. Preferred Agenda:
A motion was made by C. Moses to include Resolution numbers 1 -7 on the Preferred Agenda; second by M. Cavanagh. Motion unanimously approved.

VII. Other Committee Business:
Chairman John Becker presented the committee with Madison County Host Community Benefit Distribution Policy and Procedures. An example of the distribution formula was also provided. The purpose of the policy is to formally establish the calculation applied to Host Community Benefit revenue for the County's distribution to the municipalities. An amendment to the policy was agreed upon by the committee. Chairman Becker made a motion to accept the policy as amended. The motion was seconded by Supervisor Cliff Moses.

VIII. Next Meeting Date: July 1, 2021 at 9 a.m.

IX. Adjournment:

The Committee adjourned at 9:59 a.m. on the motion of M. Roberts and seconded by C. Moses. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairwoman Yvonne Nirelli

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

WHEREAS, the enacted 2020-2021 New York State Budget requires sales tax revenues be withheld from counties to support financially distressed hospitals and nursing homes throughout the State for a period of two years; and

WHEREAS, the 2021 Adopted County Budget anticipated the State would withhold $179,258 from Madison County in 2021, representing the first year's withholding; and

WHEREAS, the State has instead withheld $179,258 for year one, and will be withholding $47,286 per quarter for three quarters of year two, all in the County's 2021 fiscal year; and

WHEREAS, the fourth quarter of year two, in the amount of $47,286, will be withheld from the County in 2022; and

WHEREAS, it is necessary to modify the 2021 Adopted County Budget to account for the distressed provider withholding for three quarters of year two, totaling $141,858.

NOW, THEREFORE, BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund

1985 Sales Tax	From	To
Revenue		
A198510 411100 Sales & Use Tax	$29,000,000	$29,070,929
A198510 411102 Distressed Provider Withholding	(179,258)	(321,116)
Totals	$28,820,742	$28,749,813
Control Total		($70,929)
Expense		
A198510 540500 Distribution of Sales Tax	$12,000,000	$11,929,071
Control Total		($70,929)

Dated: July 13, 2021

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Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

RESOLUTION NO. ______

AUTHORIZING THE REFUND OF 2021 COUNTY AND TOWN TAXES

WHEREAS, there is a parcel of land located in the Town of Fenner identified by MAP# 69.-1-22.4; and

WHEREAS, the owner of the property timely submitted his exemption information for the corresponding Veterans' exemptions to the former Town of Fenner Assessor; and

WHEREAS, the exemptions were not placed on the parcel of land for the 2021 Town and County taxes; and

WHEREAS, the 2021 Town and County tax was paid on time to the tax collector and the new Town of Fenner Assessor determined that the property qualified for the Veterans' exemption;

WHEREAS, the exemptions have since been correctly placed on the property going forward;

NOW, THEREFORE, BE IT RESOLVED, that the Madison County Treasurer be and is hereby directed to refund Ryan and Christine Woodruff in the amount of $507.27 for County taxes and $227.11 for Town taxes and the $227.11 will be charged back to the Town of Fenner.

Dated: July 13, 2021

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Yvonne M Nirelli, Chairwoman
Finance, Ways and Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund		
1930 Liability & Fleet Insurance	From	To
Revenue		
A193010 426800 Insurance Recoveries	$-0-	$27,780
Control Total		$27,780
Expense		
A193010 544005 Judgments & Claims-Property	$41,315	$69,095
Control Total		$27,780

Dated: July 13, 2021

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Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

RESOLUTION NO. _______

ADOPTING HOST COMMUNITY BENEFIT DISTRIBUTION POLICY AND PROCEDURES

WHEREAS, Madison County has received host community casino gaming funds on an annual basis since 2017 for a portion of slot revenue from Oneida Indian Nation class III gaming facilities; and

WHEREAS, this revenue is allocated in the New York State Budget on an annual basis but it is not guaranteed; and

WHEREAS, the County continues efforts to ensure these payments are made permanent on an annual basis; and

WHEREAS, the County has shared a portion of this revenue with the host communities and city, towns and villages upon receipt; and

WHEREAS, the County desires to set forth a formal policy on how this money is distributed based on recent distributions; and

WHEREAS, the Finance Ways and Means Committee has reviewed and approved said policy and procedures.

NOW, THEREFORE, BE IT RESOLVED that the Host Community Benefit Distribution Policy and Procedures is hereby adopted, as is on file with the Clerk of the Board of Supervisors.

Dated: July 13, 2021

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Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

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RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET
(Madison Local Eats Program)

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

Special Revenue Fund - TBD		
American Rescue Plan Act	From	To
Revenue		
(Account # TBD) Fed Aid Coronavirus Local Fiscal Recovery Fund	$-0-	$515,500
Control Total		$515,500
Expense		
(Account # TBD) Madison Local Eats Program	$-0-	$515,500
Control Total		$515,500

Dated: July 13, 2021

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Mary Cavanagh, Chairwoman
Government Operations Committee

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Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

Note:
We are awaiting guidance from the New York State Office of the State Comptroller in regard to the special revenue fund and account structure for the Coronavirus Local Fiscal Recovery Fund (aka American Rescue Plan Act). If this guidance is not received in time for the July 13, 2021 Board Agenda, then we will temporarily account for the Madison Local Eats Program in the General Fund in order to proceed with the program as scheduled.

RESOLUTION NO. _______

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH CHITTENANGO LANDING CANAL BOAT MUSEUM AND AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

WHEREAS, according to the 2020 NYSED Graduation Pathways Data, 35 percent of graduates in Madison County were classified as economically disadvantaged, an increase of 3 percent from 2019; and

WHEREAS, according to the National Conference of State Legislatures, 2020, many in the county face financial hardship but do not qualify for assistance, a phenomenon known as "the benefits cliff; and

WHEREAS, the robotics camps and clubs proposed by the Chittenango Landing Canal Boat Museum (CLCBM) may be the only accessible STEM programs for youth in Madison County, and the absence of local, affordable youth STEM programming puts children in the county at a disadvantage; and

WHEREAS, the CLCBM submitted a proposal to the Madison County Youth Bureau to operate two one-week Summer Robotics Camps, two fall sessions of Robotics Club, and two fall STEM Clubs at the CLCBM, utilizing classrooms and outdoor spaces, adapting program activities to virtual platforms and take home kits when necessary in compliance with COVID-19 requirements and restrictions; and

WHEREAS, the Madison County Youth Bureau Youth Board evaluated the proposal and has recommended the allocation of $18,900 in Office of Children and Family Services funding to operate the proposed program during the period of June 1, 2021 to December 31, 2021, and the Health and Human Services Committee has approved the allocation; and

WHEREAS, these costs are reimbursed 100% by State Aid and it is understood that any reduction in State Aid will result in a commensurate reduction in agency funding;

NOW THEREFORE BE IT RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to enter into an agreement on behalf of the County of Madison with Chittenango Landing Canal Boat Museum in the form as is on file with the Clerk of the Board; and

BE IT FURTHER RESOLVED, that the 2021 Adopted County Budget be modified as follows:

General Fund **7146 Youth Programs - Agencies**	From	To
Expense		
A714670 541007 Anticipated Agency Allocation	$37,300	$18,400
A714670 542785 Chittenango Landing Canal Boat Museum (CLCBM)	0	18,900
Control Totals	$37,300	$37,300
Revenue		
A714670 438201 St Aid Anticipated Youth Programs	$33,300	$14,400
A714670 438227 Chittenango Landing Canal Boat Museum (CLCBM)	0	18,900
Control Totals	$33,300	$33,300

Dated: July 13, 2021

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Alexander R. Stepanski, Chair
Health & Human Services Committee

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Yvonne M. Nirelli, Chairwoman
Finance, Ways and Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

County Road Fund		
5113 Consolidated Highway Program	From	To
Revenue		
D511350 435010 State Aid Consolidated Highway Aid	$3,042,608	$4,001,912
D511350 435011 State Aid NY Pave	-0-	1,070,505
D511350 435012 State Aid Extreme Winter Recovery	-0-	719,806
Totals	$3,042,608	$5,792,223
Control Total		$2,749,615
5110 Maintenance of Roads & Bridges		
Expense		
D511050 546002 Guide Rail	$85,000	$9,311
5112 Construction Projects		
Expense		
D511250 511000 Personal Services Full Time	$316,668	$632,357
D511250 540570 Equipment Rental County Owned	50,000	160,000
D511250 545107 Cole Street Culvert #2	100,000	-0-
D511250 545108 Dyke Road Superstructure	250,000	-0-
5113 Consolidated Highway Program		
Expense		
D511350 511000 Personal Services Full Time	$315,689	$-0-
D511350 540570 Equipment Rental County Owned	110,000	-0-
D511350 545107 Cole Street Culvert #2	-0-	100,000
D511350 545108 Dyke Road Superstructure	-0-	412,000
D511350 546002 Guide Rail	-0-	125,689
D511350 546008 Culvert Pipe	-0-	50,000
D511350 546014 Large Culverts	-0-	563,000
D511350 547330 Contract Paving	1,250,998	2,500,000
D511350 547350 In-Place Recycling	1,113,253	1,300,000
D511350 593991 Transfer to Road Machinery	224,000	712,866
Totals	$3,815,608	$6,565,223
Control Total		$2,749,615
Road Machinery Fund		
5130 Road Machinery Repairs & Expense		
Revenue		
DM513050 450316 Transfer from County Road	$224,000	$712,866
Control Total		$488,866

Expense		
DM513050 529050 10 Wheel Dump Truck	$1,013,426	$1,212,292
DM513050 529090 Loader	-0-	290,000
Totals	$1,013,426	$1,502,292
Control Total		$488,866

Dated: July 13, 2021

Ron Bono, Chairman
Highway, Buildings & Grounds Committee

Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED, that the 2021 Adopted County Budget be modified as follows:

General Fund		
1165 District Attorney	From	To
Expense		
A116510 549110 Office Supplies & Expense	$2,000	$2,600
Control Total		$600
Revenue		
A116510 488025 Appropriation of DA Prosecution of Penal Law Reserve	$-0-	$600
Control Total		$600

Dated: July 13, 2021

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Paul H. Walrod, Chairman
Criminal Justice, Public Safety and
Emergency Communications Committee

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Yvonne M. Nirelli, Chairwoman
Finance, Ways and Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED, that the 2021 Adopted County Budget be modified as follows:

General Fund

1170 Public Defender Service	From	To
Expense		
A117010 540103 Computer Software Maintenance	$-0-	$2,657
A117010 542180 Assigned Counsel Fees & Disbursements	170,000	300,000
A117010 547151 Assigned Counsel Plan	549,401	416,364
A117010 549210 Telephone/Cellular Expense	-0-	380
Control Totals	$719,401	$719,401

Dated: July 13, 2021

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Paul Walrod, Chairman
Criminal Justice, Public Safety & Emergency Communications Committee

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Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

WHEREAS, grant funding under Public Defender Third Counsel at First Appearance Grant may be used for certain costs allowed under the grant described below:

Awarding Agency	NYS Office of Indigent Legal Services
Grant Period	1/1/2020 – 12/31/2022
Contract #	CAFA324
State Funds	100%
Grant total	$427,310

BE IT RESOLVED, that the 2021 Adopted County Budget be modified as follows:

General Fund

1172 Public Defender Grant 3rd CAFA (yrs. 1 & 2 of 3)	From	To
Revenue		
A117210 433928 St. Aid Public Def. 3rd CAFA Grant	$-0-	$284,875
Control Total		$284,875
Expense		
A117210 547499 Pub. Def. 3rd CAFA-Legal Defense	-0-	204,500
A117210 541171 Contracted Services	-0-	27,310
A117210 540133 Equip/SW/Tel	-0-	4,000
A117210 541169 CAFA 3 Travel/Mileage	-0-	48,065
A117210 547450 CLE/Trainings/Seminars	-0-	1,000
Total		$284,875

Dated: July 13, 2021

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Paul H. Walrod, Chairman
Criminal Justice, Public Safety and
Emergency Communications Committee

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Yvonne M. Nirelli, Chairperson
Finance, Ways and Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund

4321 MH Pathways Recovery Center Program	From	To
Revenue		
A432140 434923 SA OMH	$-0-	$122,542
Control Total		$122,542
Expense		
A432140 511000 Personal Services	$-0-	$57,648
A432140 540050 Books & Periodicals	-0-	96
A432140 540191 Rent	-0-	3,375
A432140 540385 Information Technology Expense	-0-	651
A432140 541000 Travel Expense (mileage)	-0-	241
A432140 541030 Training & Staff Development	-0-	723
A432140 541190 Transportation	-0-	1,688
A432140 541300 Advertising	-0-	1,881
A432140 542911 Group Therapy Supplies	-0-	3,616
A432140 543010 Liability Insurance	-0-	386
A432140 544013 Utility Expense	-0-	530
A432140 544201 Food	-0-	1,278
A432140 548800 Office Equipment Maintenance	-0-	1,205
A432140 548900 Photocopy Usage/Lease	-0-	289
A432140 549000 Central Postage Expense	-0-	193
A432140 549110 Office Supplies & Expense	-0-	325
A432140 549210 Telephone/Page/Cellular Exp	-0-	1,157
A432140 549970 Allocation Admin Exp	-0-	15,302
A432140 581100 State Retirement Expense	-0-	9,224
A432140 582100 Social Security Expense	-0-	4,410
A432140 583100 Workers Compensation	-0-	273
A432140 584100 Unemployment Benefits	-0-	133
A432140 585100 Disability Expense	-0-	47
A432140 586100 Employee Health Insurance	-0-	17,871
Control Total		$122,542

Dated: July 13, 2021

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Alexander Stepanski, Chairman
Health & Human Services Committee

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Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET RELATED TO CARES ACT EMERGENCY SOLUTIONS GRANT (ESG-CV) FUNDING AND THE EMERGENCY RENTAL ASSISTANCE PROGRAM FUNDING

WHEREAS, the Madison County Department of Social Services applied for and received monies from the CARES Act Emergency Solutions Grant (ESG CV) through the New York State Department of Temporary and Disability Assistance; and

WHEREAS, these monies can be used for providing shelter and rapid relocation payments for families and individuals affected by Covid-19 who are not eligible for more traditional income /resource tested programs; and

WHEREAS, these monies can also be used for the Emergency Rental Assistance Program and Code Blue expenditures in FFY20-21; and

WHEREAS, these funds are 100% federally funded;

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund

6109 TANF	From	To
Expense		
A610960 541163 ESG-CV Shelter	$10,877	$18,000
A610960 541164 ESG-CV Rapid Housing	$50,400	$72,000
A610960 541173 ESG Code Blue	$ -0-	$35,231
A610960 541172 Emergency Rental Assistance Program	$ -0-	$60,000
Totals	$61,277	$185,231
Control Total		$123,954
Revenue		
A610960 446890 Federal Aid – CSG-CV	$61,277	$90,000
A610960 446892 ESG-CV Code Blue	$-0-	$35,231
A610960 446891 FA Emergency Rental Assistance Program	$-0-	$60,000
Totals	$61,277	$185,231
Control Total		$123,954

Dated: July 13, 2021

Alexander Stepanski, Chairman
Health & Human Services Committee

Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee