

Finance, Ways and Means Committee

Meeting Minutes

February 25, 2021 9 a.m. via Zoom

PRESENT: Chairwoman Yvonne Nirelli
Vice Chairman Clifford Moses
Supervisor Mary Cavanagh
Supervisor Matt Roberts
Supervisor Jim Cunningham

ALSO: County Administrator Mark Scimone
Finance Director Lou Anne Randall
County Clerk Mike Keville
County Attorney Tina Wayland-Smith
Assistant Finance Director Keith Lummis
Deputy Treasurer Rebecca Marsala

Chairwoman Yvonne Nirelli called the meeting to order at 9:01 a.m. via Zoom.

I. Approval of Minutes:

Motion by M. Roberts to approve the minutes of the January 28, 2021 meeting; seconded by J. Cunningham.
Motion unanimously approved.

II. County Clerk:

County Clerk Michael Keville reported that recording fees for February 2021 exceeded February 2020 by 34%. DMV finished 2020 11% down compared to 2019. However, the closing months of 2020 and the beginning of 2021 are off to a great start. 2021 YTD is currently more than 20% ahead of 2020 YTD. The recently hired Office Assistant II will start on March 1st and will be processing DMV correspondence and recording fees. A new part time Recording Clerk has been hired. Matthews Automotive and Romano Auto Group have been added to the DMV work load. A part time messenger position is being considered for out of county dealer work. Curbside pickup is offered for completed customer transactions and is very popular. Appointments are being made for processing registrations and licenses. Time is being blocked out for emergency DMV transactions.

III. County Treasurer:

Deputy Treasurer Rebecca Marsala reported that the Treasurer's department is working on resolutions and bonding for the water district project. Tax searches are booming. Certificates of residency and tax collections continue to be processed.

IV. Finance Director:

Finance Director Lou Anne Randall informed the Committee that 2020 Year End will be processed on February 26th. Preparation for County's Annual Update Document has begun. ACA health insurance forms will be sent out on February 25th.

V. Resolutions:

- 1. Authorizing the modification of the 2020 adopted County budget (Workers Compensation).**
- 2. Authorizing the modification of the 2020 adopted County budget (Central Postage Expense).**
- 3. Authorizing the modification of the 2020 adopted County budget (Central Telephone Expense).**
- 4. Authorizing the modification of the 2020 adopted County budget (Central Garage Expense)..**
- 5. Authorizing the modification of the 2021 adopted County budget MOD-ILS Grant No. 9 (Year 3 of 3).**
- 6. Modifying the 2021 budget for the Early Intervention Administration Grant.**

- 7. Authorizing the modification of the 2021 adopted County budget (Raise The Age).**
- 8. Authorizing the modification of the 2021 adopted County budget (Social Services).**
- 9. Authorizing the Chairman to renew an agreement with Info Quick Solutions, Inc.**
- 10. Authorizing the modification of the 2020 adopted County budget (Unemployment).**
- 11. Authorizing the modification of the 2020 adopted County budget (Retirement).**
- 12. Authorizing the modification of the 2021 adopted County budget related to Cares Act Emergency Solutions Grant (ESG-CV) funding.**
- 13. Authorizing the modification of the 2021 adopted County budget (Public Defender Grant #10).**
- 14. Authorizing the modification of the 2021 adopted County budget (Highway Dump Trucks).**
- 15. Authorizing the modification of the 2021 adopted County budget (Purchasing).**
- 16. Authorizing the modification of the 2021 adopted County budget (County Buildings).**

Resolutions 1-16 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 resolutions 1, 2, 3, 4, 9, 10 and 11 on the Committee's Preferred Agenda; seconded by M. Cavanagh. Motion unanimously approved.

VII. Next Meeting Date: April 1, 2021 at 9 a.m.

VIII. Adjournment:

The Committee adjourned at 9:26 a.m. on the motion of C. Moses and second of M. Cavanagh. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairwoman Yvonne Nirelli and approved on April 1, 2021.