

Finance, Ways and Means Committee

Meeting Minutes

April 27, 2023 9:00 a.m.

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

OTHERS PRESENT: Keith Lummis, Assistant Director of Finance
Cindy Edick, Treasurer
Ryan Chaires, Deputy Treasurer
Rebecca Marsala Deputy Treasurer
Emily Burns, Clerk to the Board
Lou Anne Randall Director of Finance
Tina Wayland-Smith, County Attorney
Samantha Field, Public Information Officer
Michael Keville, County Clerk
Sandra Jordan, Deputy County Clerk
Andrea Hitchings, Deputy County Clerk
Mark Scimone, County Administrator

A quorum being present, Chairman Matthew Roberts called the meeting to order at 9:01 a.m. in the Supervisors Chambers.

I. Approval of Minutes:

Motion by J. Pinard to approve the minutes of the March 30, 2023 meeting; seconded by M. During. Motion unanimously approved.

II. Finance/Payroll:

Director of Finance Lou Anne Randall informed the Committee that 2022 Annual Update Document is complete and will be submitted today. Budget reports summarizing 2022 year end closing entries were shared with the Committee. Director Randall expressed appreciation to Matt Shaler, Records Management Coordinator, for assisting with purging documents from the Finance Department's audit room. The Payroll Department is preparing for the enhanced requirements of the NYS Retirement System. Many changes are anticipated including the enrollment of every employee regardless of enrollment status. Director Randall, with Treasurer Cindy Edick, and Assistant Director Keith Lummis met with Three + One to reinvest funds previously invested with Signature Bank.

III. Treasurer:

Deputy Treasurer Rebecca Marsala reported that the final redemption date for the foreclosure is May 1, 2023. The Treasurer's office has been very busy with tax collection because of this. Currently, there are 111 parcels that could go to auction, but at the time of auction, when title is received, there should be seventy or less.

Changes to the property tax foreclosure laws are still in debate. If passed, they would require a petition for each individual parcel. This will tax the County Clerk's Office, the Supreme Court Justice (who handles the foreclosure), as well as the County Treasurer's Office. Interest could increase from 12% to 16% per annum. This complicates the interest formula and is unfair to the taxpayer.

Treasurer Cindy Edick reported \$9,250,425 for year to date distribution of sales tax as of April 13; an increase of \$423,791 or 4.80% from 2022.

Treasurer Edick informed the Committee of changes being made to ARPA funding. The Federal government is considering “clawing back” funds that are unspent or not obligated. Obligated funds are tied to a project with a signed contract or purchase order. Any funds that are earmarked for a project and not tied to a contract or purchase order could potentially be required to be returned to the federal government. Options for obligating ARPA funds to prevent the possibility of having to return these funds were discussed. The first quarter ARPA report shows about \$9 million of the approximately \$13.8 million as obligated. Much consideration needs to be given on how to finance certain projects, whether by ARPA, host community benefit or other.

IV. County Clerk:

County Clerk Michael Keville shared the following figures for the Clerk’s Office:

<u>DMV:</u>			
MTD	\$104,668	4.5% Gain	4/26/23
YTD	\$474,195	7.8% Gain	1/1-4/26/23
<u>Recording</u>			
MTD	\$32,703	25.1% Decrease	4/26/23
YTD	\$49,493	17.1% Decrease	
<u>Transfer Tax</u>			
MTD New	\$52,888		
YTD Local transfer Tax	\$146,712		
<u>Mortgage Tax</u>			
YTD 2023	\$110,689	52.8% Decrease	
<u>Interest Earned</u> at BNY MUNI Trust		\$5,819.32	

Clerk Keville reported that M. Shaler, Records Management Coordinator, and members from Facilities Department, have worked diligently to maximize storage in the basement of the DSS building. A summer intern, who will assist with map inventory, scanning of pistol permit and criminal conviction documentation, will start work in May. DMV hours of operation may be adjusted to accommodate customers and dealer needs. The player piano has successfully been moved to its new home in Onondaga County.

V. Resolutions:

1. Authorizing the the Chairman to enter into an agreement for a White Card Database Upgrade needs assessment with VHB Engineering, Surveying, Landscape, Architecture and Geology PC (VHB).
2. Authorizing the modification of the 2023 adopted County budget (3118 OVS Grant).
3. Authorizing the modification of the 2023 adopted County budget (MH Phase II Reno).
4. Authorizing the participation in a State Grant and the modification of the 2023 adopted County budget.
5. Authorizing the modification of the 2023 adopted County budget (4540 County EMS Program).
6. Authorizing the modification of the 2023 adopted County budget (Parks).
7. Authorizing the Chairman to enter into an agreement with Young Men’s Christian Association and Women’s Community Center of Rome and to modify the 2023 adopted County budget.
8. Authorizing the modification of the 2023 adopted County budget (MC Children’s Camp).
9. Authorizing the modification of the 2023 adopted County budget (Host Community Benefit).
10. Directing the County Attorney’s Office to Draft Legislation for reauthorization of Madison County’s Local 1 percent Sales and Compensating Use Tax.
11. Approval of Mortgage Tax Report Spring 2023.
12. Authorizing the disbursement of GAP Elimination Funds to Madison County Towns and Villages.
13. Authorizing the modification of the 2023 adopted County budget (ARPA).
14. Authorizing the modification of the 2023 adopted County budget (Host).
15. Authorizing the Chairman to execute an agreement with the NYS Canal Corporation and modifying the 2023 adopted County budget.
16. Authorizing the modification of the 2023 adopted County budget (Information Technology).

R. Winn made a motion to review and approve resolution 1-16; seconded by M. During.. 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. Next Meeting: May 25, 2023

VIII. Adjournment:

The Committee adjourned at 9:40a.m. on the motion of M. During seconded by J. Pinard. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairman Matthew Roberts approved on May 25, 2023.