

Finance, Ways and Means Committee

Meeting Minutes

September 29, 2022 9:00 a.m.

PRESENT: Chairman Matt Roberts
Vice Chairman Cliff Moses
Supervisor Jim Cunningham
Supervisor Ronda Winn
Supervisor Mary Cavanagh

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

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

I. Approval of Minutes:

Motion by M. Cavanagh to approve the minutes of the August 25, 2022 meeting; seconded by R. Winn. Motion unanimously approved.

II. Finance Director:

Finance Director Lou Anne Randall reported that \$63,973 was earned from P-Card rebates for 2022. This is an increase of \$3,799 from 2021. Training is in process for the MUNIS upgrade to Enterprise ERS, which is scheduled for November 7th and 8th. Finance Director Randall recently met with New York State auditors reviewing the Broadband project who reported that things look good.

III. Treasurer:

Deputy Treasurer Rebecca Marsala reported that investments of \$25 million are expected to earn \$691,000. An additional \$82,700 will be earned from additional investments. Eighteen parcels were sold at the land auction, which ended September 15, 2022. There was one forfeiture. This person is banned from participating in any future land auctions. This year's auction profited \$266,350. Sales tax is up 5.83% as of September 13, 2022.

IV. County Clerk

County Clerk Michael Keville reported the following month to date totals:

DMV:

- 2022: MTD \$121,182; increase of 18.67% YTD \$1,095,450; decrease of 16%
- 2021: MTD \$102,115 YTD \$1,309,026

Recording:

- 2022: MTD \$39,254; decrease of %29% YTD \$414,656; decrease of 9%
- 2021 MTD \$55,539 YTD \$457,403

Mortgage Tax to the County is up \$10,000 YTD to \$545,795.

Transfer Tax to NYS up YTD \$130,000 to \$854,426.

Clerk Keville updated the Committee with the following department happenings. County Historian Matt Urtz is in the early stages of working with Colgate University students to develop lesson plans for Madison County Woman's History to be introduced into local high schools. Monday Meals is being considered for local restaurants to sell simple menu specialties to county employees and customers in the DMV lobby. A backup currier is being sought for when the current DMV currier is unavailable. Two new DMV employees, one full time and one part time, are expected to start work in October. Another full time DMV employee is expected to be hired in November. Interviewing is in process for a recording clerk position which was recently vacated due to retirement. The Sheriff's Office is assisting with improvements to security in the front entrance of the COB on Friday's. RFPs for a flatbed scanner are being evaluated. Investment opportunities with NY Muni-Trust are being reviewed with earning potential of 2 to 2.5% daily interest with full liquidity.

V. Resolutions:

1. Authorizing Local Law No. 5 for the year 2022.
2. Authorizing the refund of 2021-202 school taxes and 2022 County and Town taxes.
3. Authorizing Town, Village and City Municipal Grants from Host Community Benefit and modifying the 2022 adopted County budget.
4. Adopting settlement agreement annual payment distribution policy and procedures.
5. Authorizing the modification of the 2022 adopted County budget (51132 Consolidated Highway Program).
6. Authorizing the modification of the 2022 adopted County budget (County Buildings)
7. Authorizing the modification of the 2022 adopted County budget (ARPA DSS Paving).
8. Authorizing the modification of the 2022 adopted County budget (Mental Health Project-Phase II).
9. Authorizing the modification of the 2022 adopted County budget (Clockville Water District).
10. Authorizing the modification of the 2022 adopted County budget (Youth Sports OFCS).
11. Authorizing the modification of the 2022 adopted County budget (SA OCFS Multiple)
12. Authorizing the modification of the 2022 adopted County budget (Skanda).
13. Authorizing the modification of the 2022 adopted County budget (Veterans Outreach and Peer Support).
14. Authorizing the modification of the 2022 adopted County budget (Mental Health – Schools Mileage Reimbursement).
15. Modifying the 2022 budget for the Early Intervention Admission Grant.
16. Authorizing the modification of the 2022 adopted County budget (Preschool Special Education).
17. Authorizing the modification of the 2022 adopted County budget (ARPA).
18. Authorizing the modification of the 2022 adopted County budget (ARPA).
19. Authorizing the modification of the 2022 adopted County budget (9700 Debt Service Principal & Interest).
20. Acknowledging introduction of proposed Local Law No. 7 for the year 2022 and calling for a Public Hearing.
21. Authorizing the Chairman to enter into an agreement with the NYS Board of Elections to the Absentee Ballot Pre-paid Postage and modifying the 2022 adopted County budget.
22. Authorizing the modification of the 2022 adopted County budget (Highway – CHIPS).
23. Authorizing the Board of Supervisors to accept a gift of personal property on behalf of Madison County and modifying the 2022 adopted County budget.
24. Authorizing the modification of the 2022 adopted County budget (1173 Public Defender).
25. Authorizing the modification of the 2022 adopted County budget (3110 Sheriff's Office).
26. Authorizing the modification of the adopted 2022 County budget (Solid Waste – Diesel & Tire Management).
27. Authorizing the modification of the adopted 2022 County budget (Solid Waste – Reallocation of ARPA Funds).
28. Authorizing participation in a State Grant and the modification of the 2022 adopted County budget (1174 Public Defender).
29. Authorizing Municipal and Special District Grants from settlement agreement annual payment and modifying the 2022 adopted County budget.

C. Moses made a motion to review and approve resolution 1-29; seconded by M. Cavanagh. Resolution 4, 8, and 29 were pulled from the agenda. Resolution 22 was a duplicate and was removed from the agenda. The Committee unanimously approved resolutions 1-3, 5-7, 9-21 and 23-28.

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. Other Committee Business:

Deputy Treasurer Marsala discussed bonding options and associated costs in regards to the Solid Waste project. The Committee agreed to move forward with the ability to bond the project regardless of how the project progresses.

VIII. Next Meeting: October 27, 2022 at 9:00 a.m.

IX. Adjournment:

The Committee adjourned at 9:45 a.m. on the motion of C. Moses; seconded by M. Cavanagh. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairman Matt Roberts approved on October 27, 2022.