

Finance, Ways and Means Committee

Meeting Minutes

September 28, 2023 9:00 a.m.

PRESENT: Vice Chair Melissa During
Supervisor John Pinard
Supervisor Pete Walrod
Supervisor Ronda Winn (9:10)
ABSENT Chairman Matthew Roberts

OTHERS PRESENT: Cindy Edick, Treasurer
Tina Wayland-Smith Esq., County Attorney
Samantha Field, Public Information Officer
Mark Scimone, County Administrator
Kristin Guinto, Confidential Secretary to the Board of Supervisors
Ryan Chaires, Deputy Treasurer
Rebecca Marsala, Deputy Treasurer
Lou Anne Randall, Director of Finance
Melissa Martel-Felton, Esq., Second Assistant County Attorney -Via Zoom
Keith Lummis, Assistant Director of Finance
Mary Cavanagh, Supervisor
Jenna Ellingworth, EMS Coordinator
Dan Degear, Director of Emergency Management

A quorum being present, Vice Chair Melissa During called the meeting to order at 9:03 a.m. in the Supervisors Chambers.

I. Approval of Minutes:

Motion by J. Pinard to approve the minutes of the August 24, 2023 meeting; seconded by P. Walrod. Motion unanimously approved.

II. Finance/Payroll:

Director of Finance Lou Anne Randall reported that two employees are in training. Work continues to finalize 2024 budget for fringe benefits including NYS retirement and disability.

III. Treasurer:

Treasurer Cindy Edick thanked everyone for participation in the recent budget meetings. She explained that there are areas of the 2024 budget yet to be finalized. Additional information will be gathered prior to meeting in an attempt decide on utilizing such sources as Fund Balance, sales tax or implementing departmental cuts in an attempt to keep the tax levy in the single digits. Medicaid, Assigned Counsel, NYS Retirement for 2024 have increased in total of approximately \$4 million over 2023. State mandates, salary increase and position additions have increased expenditures in 2023 and also drive the 2024 budget. These expenses will not disappear. There is not a lot of one-time items included in the 2024 budget. Appropriating more Fund Balance is one option, this doesn't help with future years which the Fund Balance is saved for. Capping the sales tax at the town level to strengthen the County was discussed by committee members.

Treasurer Edick reported that Sales Tax Distributions increased \$1.4 million or 6.01% as of September 13, 2023.

Consensus of the Committee was given for the appointment of the new Director of Real Property Tax Services effective November 10, 2023. This is the result of the retirement of the current Director of Real Property Tax Services.

Deputy Treasurer Rebecca Marsala provided more information on resolution No. 1 because additional funds for third quarter occupancy tax is necessary. Currently there would be 33 abandoned properties for foreclosure. STAR for unpaid list sent by counties 96 parcels for this year.

NYS bill assembly article 11 installment tax payments will be decided by the taxpayer. The assessor will have to send each taxpayer a notice and the tax bills will have to reflect the taxpayer's choice. Therefore, there will be multiple types of tax bills and additional mailings which will greatly increase costs. Systems East has been made aware of this and will be implementing program to properly account for this.

IV. County Clerk:

Being that County Clerk Michael Keville was absent, Chairperson M. During shared the following for September 2023 for the Clerk's Office:

<u>DMV:</u>				
MTD	\$	92,795	12.2% Decrease	9/26/23
YTD	\$	1,084,567	.4% Gain	1/1-9/26/23
<u>Recording</u>				
MTD	\$	38,582	6.3% Gain	9/26/23
YTD	\$	373,893	9.2% Decrease	9/26/23
<u>Transfer Tax</u>				
MTD New		\$66,838		
YTD Local transfer Tax		\$538,848		
<u>Mortgage Tax</u>				
YTD 2023		\$354,502	34.5% Decrease	
<u>Interest Earned</u> at BNY MUNI Trust			\$27,399	

Records Management continues to streamline pistol permit records. Two hundred maps for Stone Quarry Hill Art Park and sixty maps for Oneida/Rome YMCA have been scanned. An employee has been hired provisionally to replace a MVR who will be transferred to IT mid-October. Passports are up 50%. Passport fairs are being planned at local schools and college. The County Historian's walking discussions continue through mid-October. Clerk Keville attended the Public Records Industry Association annual conference in Omaha NB. AI and Deed Fraud were covered in detail prompting a meeting between County Clerk Keville and Chief Assistant District Attorney, Robert Mascari, to discuss prosecution of potential criminal activity as it relates to deed fraud. Tightened access to public records is being considered to better protect resident's property.

Resolutions:

1. Authorizing the modification of the 2023 adopted County budget (6420 Promotion of Tourism)
2. Authorizing the modification of the 2023 adopted County budget (2960 Preschool Special Education).
3. Authorizing the modification of the 2023 adopted County budget (4012 Public Health Prevent).
4. Authorizing participation in a Federal Traffic Safety Grant & modifying the 2023 adopted County Budget.
5. Authorizing the modification of the 2023 adopted County budget (4540 County EMS Program).
6. Authorizing the Chairman to accept a Victim Assistance Program Grant Award from the NYS Office of Victim Services for FY2022-2025 & modifying the 2023 adopted County budget.
7. Authorizing acceptance of grant award from NYS Office of Children and Family Services to Madison County Sheriff's Office for Madison County Children's Advocacy Center & modifying the 2023 adopted County budget.
8. Authorizing participation in a Federal Grant & modifying the 2023 adopted County budget (3113 Sheriff's Office- PTS Federal Grant).
9. Authorizing the modification of the adopted 2023 County budget (8164 Environmental Control).
10. Authorizing Town, Village and City Municipal Grants from Host Community Benefit and modifying the 2023 adopted County budget (1988 General Government Support).
11. Authorizing the modification of the 2023 adopted County budget (5110 maintenance of roads and bridges).
12. Rescinding resolution No. 23-75 establishing funding for ALS Medic Car and EMS training programs and establishing an EMS Reserve Fund.

J. Pinard made a motion to review and approve resolution 1-12; seconded by R. Winn.

Director D. Degear and Coordinator Ellingworth spoke about Resolution No. 5 and the progress made in the EMS Program. There has been an increase in the number of double hits on calls prompting the need

for another ambulance. The Committee unanimously agreed to keep resolution No. 12 as presented after a discussion about the progress of the EMS program and the 2024 budget. Further details would need to be worked out if an EMS Reserve Fund is created.

The Committee unanimously voted on and approved all resolutions.

V. 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.

VI. Next Meeting: October 26, 2023

VII. Adjournment:

The Committee adjourned at 10:05 a.m. on the motion of P. Walrod seconded by R. Winn. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairman Matthew Roberts approved on October 26, 2023.